TOWN OF ADDIS MINUTES

MAY 5, 2021 – REGULAR MEETING

The regular meeting of the Mayor and Town Council for the Town of Addis was called to order by Mayor David Toups at 6:00 p.m. on Wednesday, May 5, 2021 at the Addis Municipal Center. The Pledge to the flag was led by Mr. Theodore Sanders.

**ROLL CALL**

Present: Mayor Toups; Councilors Rusty Parrish, Bliss Bernard, Rhonda Kelley, Kevin LeBlanc, Ray Lejeune Sr.

Absent: None

**MINUTES:**

The minutes of the April 7, 2021 regular meeting were approved on a motion by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.

**ADDITIONS TO AGENDA**

A motion was made by Councilor LeBlanc; seconded by Councilor Bernard to add the following item to the agenda: (1)Authorize Mayor Toups to sign the Delahaye Property donation documents. The motion was unanimously adopted.

**PUBLIC COMMENTS**

* Mr. JD Martin expressed his concerns and frustrations regarding the condition of his neighbor’s yard. He stated that the grass and weeds are out of control and it needs to be addressed. Mayor Toups advised that a letter will be sent to the homeowner and asked Phil to monitor the property.
* Mr. Todd Leveron expressed his concerns regarding the pit bull, gray water line and tall grass at the Bible property.
* Mr. Mark Badeaux addressed the Council regarding his dad’s driveway located at 5245 Myrle Drive. He stated that he believes the condition of the driveway is due to the culverts failing. Phil advised that he has looked at the culverts and spoke to Mr. Badeaux multiple times and he does not have any reason to believe that it is the culverts causing the issue.

**CORRESPONDENCE**

Mayor Toups didn’t have any correspondence to share.

**OLD BUSINESS**

**Tier III Financial Disclosure Reports:** Mayor Toups reminded the Council members and Chief Anderson of the May 15th deadline for filing their reports.

**NEW BUSINESS**

**Louisiana Asset Management Pool (LAMP) – Mr. Theodore Sanders, III:** Mr. Sanders provided the Council with an overview of the LAMP program and how it can benefit the Town of Addis such as the advantages of pooled funds, professional money management, administrative efficiency and responsive reporting. He concluded that LAMP demonstrates clearly that cooperation among public officials brings significant benefits to all. LAMP is available to any local public entity in the state of Louisiana under elected or appointed management. It provides the superior level of money management that only much larger institutions could otherwise afford, while maintaining the very highest level of safety of principal and the convenience of daily liquidity. Mayor Toups and the Council thanked Mr. Sanders for attending the meeting and for providing information on the LAMP program. Mr. Sanders encouraged anyone to reach out to him if they have any questions or would like more information.

**Open Early Request – Charlie’s Lounge:** Mr. Darryl Crowson, owner of Charlie’s Lounge submitted a request to open early at 9:00 a.m. on May 22nd for a Benefit Poker Run for Ricky Hernandez. The request was approved by a motion made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

**Open Container Permit – Chuck’s Fishbowl, LLC.:** The Open Container Permit application submitted by Chuck’s Fishbowl, LLC, for a Benefit fundraiser scheduled for May 15, 2021 from 2:00-6:00 p.m. was reviewed. A motion to approve the Open Container Permit was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously.

**LA-DOTD Maintenance Agreement – Litter & Grass Cutting:** The contract between the Town of Addis and LA-DOTD for the maintenance of grass and debris along LA 1 within the Town limits was presented by Mayor Toups and reviewed. The contract is for a one-year period with reimbursements up to $6,860 to be made by DOTD on a semi-annual basis. A motion approving Mayor Toups to sign the 2021-2022 Maintenance Agreement (including mowing and litter pick-up) between the Town of Addis and the State of Louisiana, Department of Transportation and Development was made by Councilor Kelley; seconded by Councilor LeBlanc and unanimously adopted.

**Delahaye Property Donation:** A motion authorizing Mayor Toups to sign the Act of Donation for the property being donated by Delahaye Investments LLC. to the Town of Addis, was made by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.

**MONTHLY REPORTS**

**Engineer Report:** NCMC, LLC continues to work on the punch list items for the YMCA Force Main Project and retainage will be held until all is complete.

**Planning & Zoning Commission:**No business

**Parish Council Report:** Mayor Toups advised that parish representatives could not attend the meeting. The Council did discuss two ongoing issues: (1) Discolored Water and (2) Garbage Pick-Up. Councilor LeBlanc stated that it is very important that the Fire Department and Utility Department notify the Town when they are planning to flush the lines. It’s important for them to communicate with us, so we can share the information with our residents. Mayor Toups advised that he is scheduled to attend a meeting with Parish Officials and Republic Services to discuss the issues occurring with trash pick-up.

**Police Report:** The April 2021 police report, given by Chief Anderson, consisted of 228 traffic citations issued; 4 misdemeanor arrests; 1 felony arrest; 3 vehicle crashes and 170 calls for service. Of the misdemeanor arrests, 1 was traffic related; 1 animal at large; 1 criminal damage to property; and 1 misuse of 911. The felony arrest was theft (stolen vehicle).

**Public Works and Sewer Report:** The April 2021 reports were given by Phil Smith. The sewer report included 33 residential and commercial equipment calls; 44 tank issues; 22 collection system issues; 152 one-call tickets completed; and 7 new construction tie-in inspections.

Sewer Report:

 •Washeteria control panel has been hung. Power being run to it.

 •New panels in construction for East Nic and Mouch’s.

 •Quote obtained for replacement panel at Berthelot’s.

 •Addis Place pump station overhaul is complete with 2 new pumps, bypass piping, valves, and air release valve.

Public Works Report:

 •Set culverts on Lorraine Street and 2 homes on Bird Heights.

 •Cleaned ditch through tracks South of Palermo residence on First St.

 •Cutting all accessible town ditches with slope mowers. Bushhogging right of ways.

 •Totally cleaned Ditch behind water tower including behind Cain house (Old Delepasse house) on First St.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

None

**INTRODUCTION OF ORDINANCES**

**Ordinance 2021-7 (Addis Zoning Map):** The zoning map was discussed. It was determined that further review and updates were needed before moving forward with ordinance introduction.

**COMMITTEE REPORTS**

**Finance :**

1. A motion to pay bills found in order was made by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.
2. The monthly budget to actual reports were reviewed with no comments.
3. LMA District H Meeting – Mayor Toups advised that the meeting is scheduled for Tuesday, June 15th and will be held at the Addis Community Center. He stated that he is working on donations for the event as well as the LMA.
4. LMA Annual Convention – Mayor Toups advised the event is scheduled for July 29th-31st in Baton Rouge. He will share the agenda and room block information as soon as he receives it from the LMA.
5. The Provost Salter Harper & Alford, LLC. (PSHA) engagement letter outlining the Accounting/Bookkeeping services for 2021 was reviewed and approved on a motion made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**Police:** Chief Anderson advised that the Police Tahoe ordered in November of last year (2020) should arrive sometime in June. He also advised that the speed limit radar trailer has been placed on Bird Heights.

**Personnel:** Mayor Toups advised that a meeting was held with Mr. Ed Hardin to discuss the employee policy handbook review process.

**Sewer:**

1. **2021 Hurricane Preparations:** Phil Smith advised that he is in the process of obtaining cost proposals and will submit for review and the June meeting.

**Drainage:** None

**Buildings:** After brief discussion, the Council made the decision to re-open the Addis Civic Center for bookings.

**Streets and Roads:**

1. **2021 Road Rehab Project**: Mayor Toups advised that the Bid Opening is scheduled for May 10th.

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss Sewer Department Personnel was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously. A motion to return to Regular Session was made by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously. As a result of the Executive Session, Phil Smith made a recommendation to approve a 5% pay increase for employee Michael Boudreaux. He advised that Mr. Boudreaux has successfully passed both Wastewater Collection and Treatment Level 2 exams, can now perform the Operator in Charge duties independently and has done an excellent job of keeping the plant in very good operating order. A motion to approve the 5% pay increase for Michael Boudreaux was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

**ANY OTHER BUSINESS**

None

**ADJOURN**

The meeting was adjourned at 7:58 p.m. on a motion by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.

/s/ Jade V. Simpson ­­­­­\_\_\_\_\_ /s/ David H. Toups\_

JADE V. SIMPSON, TOWN CLERK DAVID H. TOUPS, MAYOR