TOWN OF ADDIS MINUTES

November 3, 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, November 3, 2021 at the Addis Municipal Center. The pledge to the flag was led by Mrs. Staci Joffrion.

**ROLL CALL**

Present: Mayor Toups; Councilors Bliss Bernard, Ray Lejeune Sr., Rusty Parrish

Absent: Councilors Rhonda Kelley, Kevin LeBlanc

**MINUTES**

The minutes of the October 6, 2021 regular meeting were approved on a motion by Councilor Lejeune; seconded by Councilor Bernard and adopted unanimously by those present.

**ADDITIONS TO AGENDA**

A motion to amend the agenda to add an Executive Session to discuss Police Personnel was made by Councilor Parrish; seconded by Councilor Lejeune and adopted unanimously by those present.

**PUBLIC COMMENTS**

No public comments were made.

**CORRESPONDENCE**

Mayor Toups did not have any correspondence to share.

**OLD BUSINESS**

None

**NEW BUSINESS**

**2020 AUDIT REPORT – STACI JOFFRION, CPA:** Mrs. Staci Joffrion, CPA with Baxley & Associates provided an overview of the 2020 Audit report stating that the Town of Addis is in a great financial position and there were no audit findings. She thanked Mrs. Simpson, Mr. Smith and Mayor Toups for their assistance in making the audit run smoothly. Mayor Toups thanked Ms. Joffrion for her presentation and congratulated the Town Council and employees for a clean audit and a job well done.

**CHARLES STEPHENS – WBRP FIRE CHIEF:** Chief Stephens provided an update on the West Baton Rouge Fire District and heard questions and concerns from the public. He thanked Mayor Toups for giving him the opportunity to speak at the meeting. Mayor Toups and the Council thanked him for the update.

**LAMATS ADMINISTERED COOPERATIVE PURCHASING COMMISSION:** Mayor Toups advised that the LACPC is a joint municipal agency under the law that was officially established by the LAMATS Board of Directors. Currently, there are over (20) members and they are encouraging more municipalities to join. There is no cost to participate nor any obligations to purchase from any contract created. The LACPC will make cooperative contract formation and sharing between municipalities much easier. After further review and discussion, the resolution to participate in the LAMATS ADMINISTERED COOPERATIVE PURCHASING JOINT COMMISSION (LACPC) and to appoint Representative Mayor David Toups was approved on a motion made by Councilor Parrish; seconded by Councilor Bernard and adopted unanimously by those present.

**MONTHLY REPORTS**

**ENGINEER REPORT:** No report.

**PLANNING & ZONING COMMISSION:**

1. **Application for Home Occupation – Marcus Hebert:** The application for home occupation presented by Marcus Hebert for bottling of BBQ rubs, sauces, injections and manufacturing of custom smokers was approved on a motion made by Councilor Bernard; seconded by Councilor Lejeune and adopted unanimously by those present.
2. **Public Hearing – Rezoning of Property Request – Devil Bujol:** Mr. Bujol presented his request to rezone lots 1A and 2A located at 7837 First Street to Commercial-1. He advised that he is requesting the property be rezoned with intent to build climate-controlled storage units. Mayor Toups opened the public hearing to allow the public to ask questions and express their concerns. He then closed the Public Hearing and turned it over to the Council. After further review and discussion, Councilor Bernard motioned to approve Mr. Bujol’s request to re-zone lots 1A and 2A located at 7837 First Street to Commercial-1. Motion was seconded by Councilor Parrish and adopted unanimously by those present.

**PARISH COUNCIL REPORT:** Council representatives Kirk Allain and Chris Kershaw provided and update on the following: (1) Completion of 2022 budget hearings, (2) Intracoastal Construction, (3) Grand Opening of New Voting Site on E. St. Francis in Brusly, (4) Trash Collection and (5) Hazardous Waste Day.

**POLICE REPORT:** The October 2021 police report, given by Chief Anderson, consisted of 267 traffic citations issued; 2 misdemeanor arrests; 0 felony arrest; 5 vehicle crashes and 126 calls for service and 51 incidents. The misdemeanor arrests included 1 remaining after forbidden and 1 resisting and officer.

**PUBLIC WORKS/SEWER REPORT -** Phil Smith reported that for the month of October 2021 there were 26 residential/commercial control panel issues, 34 residential/commercial tank issues, 44 collection system issues, 7 new inspections, 127 dig tickets and 237 total calls. The Addis Place control panel was replaced. Construction of the Intra Boat Clarifier extension is still in progress at fabrication facility and there have been some delays due to material availability and COVID 19. Public Works laid two tons of cold mix for pothole repair in Sugar Mill, Sunset Place, Ed Lejeune and Bird Heights; cleaned all trackside areas with remote control mower on the South end of First Street and sprayed Bermuda release formula after cutting was complete. A motion was made by Councilor Bernard to approve the addition of a NO PARKING sign on the north end of Easy Street in Sunset Place/Sunset Lakes subdivision and the addition of a STOP SIGN on the south end of Sugar Ridge Drive in Cane Ridge Subdivision. The motion was seconded by Councilor Lejeune and adopted unanimously by those present.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

**ORDINANCE 2021-9 (BARTENDERS’ AGE QUALIFICATION) –** Dana Larpenteur read the ordaining clause. Mayor Toups then opened the Public Hearing. The Public Hearing was then closed and Ordinance 2021-9 was turned over to the Council for review/discussion. A motion to approve Ordinance 2021-9 “AN ORDINANCE AMENDING AND SUPPLEMENTING THE ADDIS CODE OF ORDINANCES, PARTICULARLY***, CHAPTER 4 – ALCOHOLIC BEVERAGE, ARTICLE III § 4-67 STATUES ADOPTED, PARAGRAPH (b) and ARTICLE IV BARTENDERS CERTIFICATE OF QUALIFICATIONS, § 4-99, PARAGRAPH (1)*** TO PROVIDE THAT BARTENDERS MUST BE AT LEAST EIGHTEEN (18) YEARS OF AGE” was made by Councilor Bernard; seconded by Councilor Parrish and adopted on the following roll call vote: **YEAS**: Bernard, Parrish, Lejeune; **NAYS**: None; **ABSENT**: Kelley, LeBlanc; **ABSTAINED**: None.

**INTRODUCTION OF ORDINANCES**

**ORDINANCE 2021-10 (AMENDING 2021 SEWER FUND BUDGET) –** A motion to introduce **Ordinance 2021-10** “AN ORDINANCE REVISING AND AMENDING THE BUDGET OF THE TOWN OF ADDIS, ENTERPRISE (SEWER) FUND FOR 2021” was made by Councilor Bernard; seconded by Councilor Parrish and adopted unanimously by those present. A Public Hearing will be held on this proposed ordinance at the regular meeting of the Mayor and Town Council to be held at 6:00 p.m. on Wednesday, December 1, 2021.

**ORDINANCE 2021-11 (2022 GENERAL FUND BUDGET) –** A motion to introduce **Ordinance 2021-11** “AN ORDINANCE APPROVING THE ANNUAL GENERAL FUND BUDGET OF THE TOWN OF ADDIS, FOR THE FISCAL YEAR OF 2022“ was made by Councilor Lejeune; seconded by Councilor Bernard and adopted unanimously by those present. A Public Hearing will be held on this proposed ordinance at a special meeting of the Mayor and Town Council to be held at 6:00 p.m. on Wednesday, December 15, 2021.

**ORDINANCE 2021-12 (2022 SEWER ENTERPRISE FUND BUDGET) –** A motion to introduce **Ordinance 2021-12** “AN ORDINANCE APPROVING THE ANNUAL SEWER ENTERPRISE FUND BUDGET OF THE TOWN OF ADDIS, FOR THE FISCAL YEAR OF 2022” was made by Councilor Parrish; seconded by Councilor Lejeune and adopted unanimously by those present. A Public Hearing will be held on this proposed ordinance at a special meeting of the Mayor and Town Council to be held at 6:00 p.m. on Wednesday, December 15, 2021.

**COMMITTEE REPORTS**

**FINANCE:**

1. **Pay Bills Found in Order:** A motion to pay bills found in order was made by Councilor Lejeune; seconded by Councilor Parrish and adopted unanimously by those present.
2. **Monthly Budget to Actual Reports:** The monthly budget to actual reports were reviewed with no comments.
3. **2021 Special Meeting:** The 2021 Special Meeting was scheduled for Wednesday, December 15th at 6:00 p.m.

**POLICE:** Chief Anderson reported that Halloween ran smoothly.

**PERSONNEL:**

1. **Annual Ethics & Sexual Harassment Trainings:** Mayor Toups reminded the Council that the trainings must be completed before year end and certificates must be provided to Jade.
2. **Annual Employee Meeting:** Councilor Bernard inquired about the Annual Employee meeting that is usually held in November. Mayor Toups suggested that we wait until 2022 to hold the meeting.

**SEWER:** No report.

**DRAINAGE:** Mayor Toups advised that the First Street Drainage Improvement Project design is being finalized and a meeting with the landowner was held to discuss the right-of-way.

**BUILDINGS:** No report

**STREETS AND ROADS:** No report

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss Police Personnel and Property Negotiations was made by Councilor Bernard; seconded by Councilor Parrish and adopted unanimously by those present. A motion to return to Regular Session was made by Councilor Bernard; seconded by Councilor Lejeune and adopted unanimously by those present. As a result of Executive Session, a motion authorizing Chief Anderson to hire Dan Cipriano to fill the vacancy created by the resignation of Chandler Badeaux; with starting hourly rate at $16.56 was made by Councilor Bernard; seconded by Councilor Lejeune and adopted unanimously by those present. Also, as a result of Executive session, a motion to accept the resignation of Officer Christopher Hogan effective October 14, 2021 was made by Councilor Parrish; seconded by Councilor Lejeune and adopted unanimously by those present.

**ANY OTHER BUSINESS**

None

**ADJOURN**

The meeting was adjourned on a motion by Councilor Parrish; seconded by Councilor Bernard and adopted unanimously by those present.

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

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