TOWN OF ADDIS MINUTES

July 6, 2022 – 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, July 6, 2022 at the Addis Municipal Center. The pledge to the flag was led by Mr. Jenson LeBlanc.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the June 2, 2022 regular meeting were approved on a motion by Councilor Lejeune; seconded by Councilor Kelley and adopted unanimously.

**ADDITIONS TO AGENDA**

Councilman Lejeune asked that Mayor Toups follow up with LA-DOTD again on getting the speed limit signs installed on River Road. Councilwoman Kelley asked that we send a letter to the owners of 2888 Una Drive regarding the condition of the property.

**PUBLIC COMMENTS**

Amanda Gros, Chief Deputy with West Baton Rouge Clerk of Court advised that they are in need of Election Commissioners. They will host a training on Monday, July 25th at 6:00 pm at Brusly Town Hall and another on Tuesday, August 2nd at 6:00 pm at WBR Courthouse. She asked that we please spread the word.

**CORRESPONDENCE**

**LMA 85TH ANNUAL CONVENTION – AGENDA:** Mayor Toups advised that the tentative agenda for the LMA Convention as well as the confirmation numbers for the hotel accommodations are included in the packet.

**OLD BUSINESS**

None

**NEW BUSINESS**

**2021 AUDIT REPORT:** Staci Joffrion with Baxley & Associates presented the 2021 Audit Report. She advised that the Town of Addis is in a great financial position.

**SUGAR MILL 15TH FILING PHASE II – FINAL PLAT:** The final plat for Sugar Mill 15th Filing Phase II was presented. After brief review and discussion, a motion was made by Councilor LeBlanc; seconded by Councilor Parrish to approve the final plat as presented for Sugar Mill 15th Filing Phase II. The motion was adopted with opposition from Councilor Kelley.

**OPEN CONTAINER PERMITS – (1) BRUSLY HIGH ALUMNI SOFTBALL TOURNAMENT; (2) CARLI JO MEMORIAL SOFTBALL TOURNAMENT; (3) ST. JOHN ALUMNI SOFTBALL TOURNAMENT:** A motion to approve all three (3) Open Container Permits was made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**MONTHLY REPORTS**

**ENGINEER REPORT:**

1. **Drainage Project Updates – Toby Fruge, Owen & White Inc.:** At the recommendation of Engineer, Toby Fruge, a motion to accept the Notice of Award for the First Street Drainage Project to the lowest bidder, Hendrick Construction, Inc. in the amount of $614,761.75 was made by Bernard; seconded by Councilor Kelley and adopted unanimously. A motion to authorize Mayor Toups to execute the contract documents for the project was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously. A motion to ratify Mr. Fruge to act on behalf of the Town in matters related to the LDEQ LPDES MS4 permit and bill the Town on an hourly basis for his services and authorize Mayor Toups to proceed with the next steps if the waiver is not granted was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

**PLANNING & ZONING COMMISSION:**

1. **Application for Home Occupation – Jennifer Briganti:** Type of business is non-profit consultant and is all database oriented. Only a desk and computer are needed in home. No client visits, no signage and no deliveries out of the ordinary. A motion to approve the Home Occupation application for Jennifer Briganti was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.
2. **Application for Home Occupation – Jenna LeBlanc:** Type of business is children’s clothing sales. There are no home visits for sales. Sales are Facebook/internet based. No signage and shipping is by USPS. A motion to approve the Home Occupation application for Jenna LeBlanc was made by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.

**PARISH COUNCIL REPORT:** No report.

**POLICE REPORT:** The June 2022 police report, given by Chief Anderson, consisted of 334 traffic citations issued, 178 calls for service, 23 misdemeanor arrests, 8 felony arrest and 8 vehicles crashes. The misdemeanor arrest included: Warrants (10), Domestic Abuse Battery (1), Battery of Dating Partner (1), Violation of a Protective Order (1), Possession of Marijuana (1), Resisting an Officer (2), Illegal Carrying of a Weapon (3), Damage to Property (1), Reckless Operation of a Motor Vehicle (1), Theft (1), Illegal Possession of Stolen Things (1), Improper Telephone Communications (1). The felony arrests included: Domestic Abuse Aggravated Assault (1), Poss. w/intent to Distribute Marijuana (2), Possession of Schedule 2 Meth (2)Possession of a Firearm by Convicted Felon (1), DWI 4th Offense (1), and Attempted 2nd Degree Murder (1).

**PUBLIC WORKS/SEWER REPORT:** Phil Smith reported for the month of June 2022 there were 26 residential/commercial control panel issues, 24 residential/commercial tank issues, 21 collection system issues, 1 sewer plant issue, 13 new inspections, 147 dig tickets and 232 total calls. He advised that the Public Works Department is cutting grass daily, cleaning/spraying ditch bottoms in town and working to improve the appearance on the South end of First Street. There are multiple drainage jobs on the schedule to clean open ditches to grade and begin some culvert work.

**AMERICAN TREE SERVICE – COST PROPOSAL:** At the recommendation of Public Works Director, Phil Smith, the cost proposal from American Tree Service, LLC. in the amount of $42,500 was approved on a motion made by Councilor Lejeune; seconded by Councilor LeBlanc and adopted unanimously. Job is to be completed in five stages at a cost of $8,500 per stage.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

**None**

**INTRODUCTION OF ORDINANCES**

**ORDINANCE 2022-2 (ADDIS RAILROAD PARK RULES & REGULATIONS) –** A motion to introduce **Ordinance 2022-2,** “AN ORDINANCE AUTHORIZING THE TOWN COUNCIL OF THE TOWN OF ADDIS FROM TIME TO TIME TO ESTABLISH BY RESOLUTION RULES AND REGULATIONS REGARDING OPERATION OF THE TOWN OF ADDIS RAILROAD PARK. THESE RULES AND REGULATIONS MAY COVER OPENING AND CLOSING TIMES, ALCOHOL CONSUMPTION ON PARK PREMISES, SECURITY REQUIREMENTS FOR EVENTS AND ANY AND ALL OTHER RULES AND REGULATIONS THAT THE TOWN SHALL DEEM NECESSARY FOR THE ORDERLY ENJOYMENT OF THE PARK BY THE PUBLIC. FURTHER, PROVIDING THAT VIOLATIONS OF THE RULES AND REGULATIONS SET BY RESOLUTION BY THE TOWN COUNCIL SHALL BE PUNISHABLE BY THE PROVISIONS OF THE ADDIS CODE OF ORDINANCES”, was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously by those present.

**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 Kelley and adopted unanimously.
2. **Monthly Budget to Actual Reports:** The monthly budget to actual reports were reviewed with no comments.

**POLICE:** Chief Anderson reminded the Mayor and Council members that he was going to be sworn in as President of the Louisiana Association of Chiefs of Police on Wednesday, July 20th. He invited everyone to attend and asked that they kindly RSVP if planning to do so.

**PERSONNEL:** No report.

**SEWER:**

1. **PEC Engineering Services:** Phil Smith advised that he’s met with multiple engineering firms with regards to much needed sewer projects. He is recommending that the Council approve Mayor Toups to engage in a Service Contract with PEC Engineering Services. After further discussion, Phil advised that he would obtain more information and provide it at the next meeting.

**DRAINAGE:** No report.

**BUILDINGS:**

1. **Town Hall:** Councilwoman Kelley advised that she spoke to Representative Roy Adams regarding funding for the new Town Hall and asked that Mayor Toups send her the cost proposal and plans to share with him.

**STREETS AND ROADS:** No report.

**EXECUTIVE SESSION**

A motion to add an Executive Session to the agenda to discuss Police personnel was made by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously. A motion to go into Executive Session to discuss Police Personnel was made by Councilor Lejeune; seconded by Councilor LeBlanc and adopted unanimously. A motion to return to Regular Session was made by Councilor Lejeune; seconded by Councilor LeBlanc and adopted unanimously. As a result of Executive Session, the following motions were made and adopted: (1) A motion to promote Officer Dillon Theriot to Corporal with an increase of $150/month in pay was made by Councilor LeBlanc; seconded by Councilor Lejeune; (2) A motion to except the resignation of Officer Grant Griffon was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously;

**ANY OTHER BUSINESS**

None

**ADJOURN**

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

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

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