TOWN OF ADDIS MINUTES

September 7, 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, September 7, 2022 at the Addis Municipal Center. The pledge to the flag was led by Sharon Mann.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the August 3, 2022 regular meeting were approved on a motion by Councilor Lejeune; seconded by Councilor Kelley and adopted unanimously.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**PUBLIC COMMENTS**

A resident of Sugar Hollow subdivision voiced her concerns with drainage during heavy rain events. Mayor Toups and the Council informed her that they are aware of the issues in that area and the town is working towards a solution.

**CORRESPONDENCE**

**Hazardous Materials Collection Day:** Mayor Toups shared that Hazardous Materials Collection Day is scheduled for Saturday, October 29th from 8AM-12PM at Alexander Park in Brusly.

**OLD BUSINESS**

**First Street Drainage Project Update:** Mayor Toups reported that Phil, Jade and himself attended the pre-construction meeting on August 10th. Contractor has advised that materials have been ordered and the expected start date is mid-October.

**2022 Road Rehab Project Update:** Mayor Toups reported that per the contractor, the project should be complete mid-September.

**NEW BUSINESS**

**Open Container Permit – Cooking for Angels:** A motion approving the Open Container Permit for the Cooking for Angels fundraiser on September 24th, was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**Open Container Permit – Rockin’ on The Railroad – Fall 2022:** A motion approving the Open Container Permit for the fall 2022 ROCKIN’ ON THE RAILROAD events on Friday, October 21st, Friday, November 11th and Friday, November 18th, was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**2022-2023 Highway Grass Mowing – Bid Opening & Award:** Mayor Toups advised that the Town only received one closed bid prior to the meeting. He then asked three times if there was anyone else in the audience wishing to bid; no other bids were received. Mr. Larpenteur, Town Attorney, opened the one and only bid received from Collins Property Maintenance and noted that all required documents/licenses were included. A motion to accept the bid submitted by Collins Property Maintenance in the amount of $2,750.00 per month for grass cutting along Highway 1 in the town limits; and authorizing Mayor David Toups to sign the contract commencing October 1, 2022 and ending on or before September 30, 2023 was made by Councilor Lejeune; seconded by Councilor Parrish and adopted unanimously.

**Republic Services:** Mayor Toups informed the Council that he invited representatives from Republic Services to the meeting to answer/address any questions or concerns that the Council or public may have with regards to trash & recycling pickup. General Manager, Sharon Mann spoke about a few of the issues they have had with drivers as well as truck repairs which has caused issues with trash being missed or not picked up on schedule. She shared that proper placement of the carts is extremely important. Handles should be facing towards the house, so that when the cart is lifted the lid opens toward the street. If placed incorrectly it can cause the cart to become damaged when lifted or even dropped into the truck. Chief Anderson asked about police reports being required for missing carts. Manager, Steve Smith stated that he would contact the parish and ask that they suspend this policy immediately. Republic Services ask that all complaints and request for new carts be sent to WBR Gas & Water Department at 336-2406.

**Act of Donation – Sewer Lift Stations:** A motion authorizing the Mayor David H. Toups to accept the donation to the public domain and ownership of the Town of Addis, those properties described in the attached Donation in Sugar Mill Subdivision, from the Sugar Mill Plantation, LLC et al and to execute any and all documents necessary to evidence the same was made by Councilor Parrish; seconded by Councilor Lejeune and adopted unanimously. Resolution and Act of Donation attached to and made a part of these minutes.

**Flock Safety – License Plate Reader Cameras:** A motion approving the purchase, installation of six (6) law enforcement license plate recognition cameras and two-year software subscription for unlimited users from Flock Safety in the amount of $30,000 was made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**MONTHLY REPORTS**

**ENGINEER REPORT:** No report.

**PLANNING & ZONING COMMISSION:**

1. **Application for Home Occupation – Mario Garcia:** A motion to approve the Home Occupation application for Mr. Garcia’s landscaping business was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**PARISH COUNCIL REPORT:** Parish Councilman, Chris Kershaw reported that the old Fred’s building along Highway 1 has been chosen as the site for the new West Baton Rouge Parish library. He also reported that they passed a resolution to implement a 6-month moratorium on Pari-Mutuel Facilities and Off-Track Wagering Facilities. Parish Councilman, Kirk Allain discussed the culverts and drainage along Amelia Street and the plans they have to improve it.

**POLICE REPORT:** The August 2022 police report, given by Chief Anderson, consisted of 324 traffic citations issued, 143 calls for service, 10 misdemeanor arrests, 6 felony arrest and 11 vehicles crashes. The misdemeanor arrest included: Warrants (8), Theft (1) and Illegal Carrying of Weapons (1). The felony arrests included: Poss. w/intent to Distribute Marijuana (1), Poss. w/intent to Distribute Schedule II Meth (1), Poss. of Schedule II Meth (1), Poss. of Schedule II Oxycodone (1), and Felony Warrant (2). The Task Force had (14) misdemeanor arrest and (27) felony arrest.

**PUBLIC WORKS/SEWER REPORT:** Phil Smith reported for the month of August 2022 there were 40 residential/commercial control panel issues, 36 residential/commercial tank issues, 28 collection system issues, 2 sewer plant issue, 5 new inspections, 154 dig tickets and 265 total calls. Public Works Department is cutting ditch bottoms as able to between rain, continuing to make sure that drainage is open from any obstructions as the rain continues its daily pattern. They also repaired a sink hole on Wyatt Christopher and still waiting on the slope mower replacement parts from Alamo.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

**ORDINANCE 2022-3 (PLANNING & ZONING COMMISSIONER PER DIEM RATE) –** The ordaining clause was read aloud by Dana Larpenteur. Mayor Toups then opened a public hearing. After hearing no comments from the public, the hearing was then closed and Ordinance 2022-3 was turned over to the Council for review/discussion.A motion to approve **Ordinance 2022-3,** “AN ORDINANCE ESTABLISHING THE COMPENSATION FOR COMMISSIONERS OF PLANNING & ZONING COMMISSION OF THE TOWN OF ADDIS, LOUISIANA. MEMBERS OF THE PLANNING COMMISSION SHALL BE COMPENSATED AT A RATE OF $50 PER MEETING AT WHICH SAID MEMBER SHALL BE IN ATTENDANCE AND VOTING AT SUCH MEETING effective January 1, 2023”, was made by Councilor Bernard; seconded by Councilor Lejeune and adopted on the following roll call vote: **YEAS**: Bernard, Parrish, Lejeune, Kelley, LeBlanc; **NAYS**: None; **ABSENT**: None; **ABSTAINED**: None.

**INTRODUCTION OF ORDINANCES**

None

**COMMITTEE REPORTS**

**FINANCE:**

1. **Pay Bills Found in Order:** A motion to pay bills found in order was made by Councilor Kelley; seconded by Councilor Parrish and adopted unanimously.
2. **Monthly Budget to Actual Reports:** The monthly budget to actual reports were reviewed with no comments.

**POLICE:** No report.

**PERSONNEL:** A motion to expend the funds for the annual employee meeting was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted unanimously.

**SEWER:** No report.

**DRAINAGE:** A motion authorizing Mayor Toups to execute temporary right-of-way agreement(s) with property owner(s) to utilize their property for equipment staging for the First Street Drainage Improvement project was made by Councilor Lejeune; seconded by Councilor Parrish and adopted unanimously.

**BUILDINGS:** No report.

**STREETS AND ROADS:** No report.

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss personnel for the Public Works Department was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted unanimously. A motion to return to Regular Session was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously

**ANY OTHER BUSINESS**

None

**ADJOURN**

The meeting was adjourned on a motion by Councilor Lejeune; seconded by Councilor LeBlanc and adopted unanimously.

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

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