TOWN OF ADDIS MINUTES

November 2, 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, November 2, 2022 at the Addis Municipal Center. The pledge to the flag was recited.

**ROLL CALL**

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

Absent: Councilor Kevin LeBlanc

**MINUTES**

The minutes of the October 5, 2022 regular meeting were approved on a motion by Councilor Lejeune; seconded by Councilor Kelley and adopted unanimously by those present.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**PUBLIC COMMENTS**

A member of the public inquired about the completion date of the First Street Drainage Project. Another member of the public stated that the drainage behind his house has improved since the parish has changed the culverts.

**CORRESPONDENCE**

**Rockin’ on the Railroad:** Mayor Toups shared that the first event with Ryan Foret was successful. Next events are November 11th and November 18th.

**OLD BUSINESS**

**Reminder – Annual Required Trainings:** Mayor Toups reminded the Council members and employees in attendance that all annual required trainings (Ethics, Sexual Harassment and Cyber Security) need to be completed before year end.

**Reminder - Annual Employee Meeting:** Mayor Toups reminded everyone that the Annual Employee Meeting is scheduled for Thursday, November 17th at 6:30 pm. Please RSVP to Jade.

**NEW BUSINESS**

**Resolution – WBRP Emergency Operations Plan (EOP) Revision:** A motion to adopt the revised WBRP EOP Plan was made by Councilor Lejeune; seconded by Councilor Parrish and adopted unanimously by those present.

**WBR CTE Academy – Reimagine Grant, Julie Mayeux:** A presentation was provided on the CTE Academy, which promotes diversity in the workplace and skilled workers such as welders, CNA’s to be taught during high school years at several campuses across West Baton Rouge Parish. Brusly High School will be featured as a pilot district for these programs.

**2022 Road Project – Substantial Completion:** A motion to approve the Substantial Completion for the 2022 Road Project was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously.

**MONTHLY REPORTS**

**ENGINEER REPORT:** No report.

**PLANNING & ZONING COMMISSION:**

1. **Application for Home Occupation – Joseph Moore:** Mr. Moore has a pool construction business and would like to utilize his home as his office. There will be no signs in the yard and no equipment stored at the home. A motion to approve the home occupation application was made by Councilor Lejeune; seconded by Councilor Parrish and adopted unanimously by those present.
2. **Application for Subdivision of Property –** **David Patterson:** Property was re-zoned to C-2 in March 2018. Tract B-2 needs to be 2 acres for rezoning to C-1. No action was taken on this item. David Patterson with Landsource will re-apply for C-1 zoning on this property.

**PARISH COUNCIL REPORT:** Parish Councilman, Kirk Allain reported that the service road access to cross Highway 1 to Emily Drive is being removed; work on the new intracoastal bridge is in progress; two 54” culverts are being installed near Allen Kirkland’s property on Eudora Drive; funding is being allocated in the budget for a sewer plant south of the intracoastal bridge. Parish Councilman, Chris Kershaw reported that early voting is closed and there were 3300 total early voters in WBR Parish. He also asked everyone to be alert and aware of the lane shift on LA-1 heading south before the intracoastal bridge.

**POLICE REPORT:** The October 2022 police report, given by Chief Anderson, consisted of 358 traffic citations issued, 130 calls for service, 11 misdemeanor arrests, 7 felony arrest and 11 vehicles crashes. On Halloween, there were two juvenile incidents in Sugar Mill Plantation Subdivision.

**PUBLIC WORKS/SEWER REPORT:** Phil Smith reported for the month of October 2022 there were 11 residential/commercial control panel issues, 28 residential/commercial tank issues, 32 collection system issues, 0 sewer plant issues, 11 new inspections, 109 dig tickets and 191 total calls. Sugar Mill #1 pump station motor has been replaced and WBR vacuum truck was utilized to pump out grease, wipes, and trash from five different pump stations. Brandon Obenshain was introduced as new sewer employee. Public Works Department installed culvert runs on West Nic and Younger Drive and started clearing and cutting grass between LA 1 southbound and railroad tracks. Plan is to keep this area down for good. Cane Ridge has declared 75% build out to start maintenance bond. First Street Drainage Project has made excellent progress.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

None

**INTRODUCTION OF ORDINANCES**

**ORDINANCE 2022-4 (AMENDING 2022 GENERAL & SEWER FUND BUDGETS) – A** motion to introduce **Ordinance 2022-4** “AN ORDINANCE REVISING AND AMENDING THE 2022 GENERAL & SEWER ENTERPRISE FUND BUDGETS OF THE TOWN OF ADDIS,” was made by Councilor Lejeune; seconded by Councilor Kelley 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 Tuesday, December 27, 2022.

**ORDINANCE 2022-5 (2023 GENERAL FUND BUDGET) –** A motion to introduce **Ordinance 2022-5** “AN ORDINANCE APPROVING THE ANNUAL GENERAL FUND BUDGET OF THE TOWN OF ADDIS, FOR THE FISCAL YEAR OF 2023” was made by Councilor Kelley; 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 Tuesday, December 27, 2022.

**ORDINANCE 2022-6 (2023 SEWER ENTERPRISE FUND BUDGET) –** A motion to introduce **Ordinance 2022-6** “AN ORDINANCE APPROVING THE ANNUAL SEWER ENTERPRISE FUND BUDGET OF THE TOWN OF ADDIS, FOR THE FISCAL YEAR OF 2023” was made by Councilor Kelley; seconded by Councilor Parrish 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 Tuesday, December 27, 2022.

**COMMITTEE REPORTS**

**FINANCE:**

1. **Pay Bills Found in Order:** A motion to pay bills found in order was made by Councilor Parrish; seconded by Councilor Kelley and adopted unanimously by those present.
2. **Monthly Budget to Actual Reports:** The monthly budget to actual reports were reviewed with no comments.
3. **2022 Special Meeting:** The date for the special meeting was set for Tuesday, December 27th at 6:00 pm.

**POLICE:** Chief reported that Officer Carroll’s K-9 was useful for crowd control during the incident on Halloween night in Sugar Mill subdivision. The two new Tahoe’s should be in this week.

**PERSONNEL:** No report.

**SEWER:** Phil reported that a new Ford F-150 is being purchased for the newest sewer department employee, Brandon.

**DRAINAGE:** Per Dane with WBR Parish Drainage, the ditch behind Acadian Crossing Subdivision will be attended to.

**BUILDINGS:** No report.

**STREETS AND ROADS:** Phil reported that signs are being stolen from Sunset, River Landing and Sugar Mill subdivisions.

**EXECUTIVE SESSION**

No Executive Session.

**ANY OTHER BUSINESS**

None

**ADJOURN**

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

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

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