TOWN OF ADDIS MINUTES

February 1, 2023 – 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, February 1, 2023 at the Addis Municipal Center. Mayor Toups offered condolences to the Dunn and Gill families. Pledge to the flag was led by Dana Larpenteur.

**ROLL CALL**

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

Absent: None

**MINUTES**

The minutes of the January 4, 2023 regular meeting were approved on a motion by Councilor Lejeune; seconded by Councilor Kelley and adopted unanimously.

**ADDITIONS TO AGENDA**

None

A motion to temporarily adjourn regular session to go into Executive Session to discuss Police Personnel was made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously. A motion to return to regular session was made by Councilor LeBlanc; seconded by Councilor Lejeune and adopted unanimously.

As a result of Executive Session, Chief Anderson made a recommendation to accept David Cauthrons resignation effective January 9, 2023. A motion to accept the resignation of David Cauthron effective January 9, 2023 was made by Councilor Kelley; seconded by Councilor Bernard and adopted unanimously.

**PUBLIC COMMENTS**

Chris Graves expressed his frustration with the amount of trash and tall grass at Dollar General. He stated that when a large rain event occurs, the trash ends up in his yard. He asked the Mayor and Council to address it.

**CORRESPONDENCE**

Mayor Toups advised that the Addis Mardi Gras parade is scheduled for Saturday, February 11th at 11:00 p.m.

**OLD BUSINESS**

None

**NEW BUSINESS**

**BAXLEY & ASSOCIATES, LLC. – 2022 AUDIT ENGAGEMENT:** The 2022 audit engagement for Baxley & Associates, LLC. was reviewed and approved on a motion by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**PROVOST SALTER HARPER & ALFORD, LLC. (PSHA) – 2023 ENGAGEMENT:** The Provost Salter Harper & Alford, LLC. (PSHA) engagement letter outlining the Accounting/Bookkeeping services for 2023 was reviewed and approved on a motion made by Councilor LeBlanc; seconded by Councilor Parrish and adopted unanimously.

**MONTHLY REPORTS**

**ENGINEER REPORT:**

1. **First Street Drainage Project – Pay Application No. 2:** A motion to approve pay application no. 2 in the amount of $211,050.38 was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously.
2. **First Street Drainage Project – Pay Application No. 3:** A motion to approve pay application no. 3 in the amount of $129,555.53 was made by Councilor LeBlanc; seconded by Councilor Parrish and adopted unanimously.

**PLANNING & ZONING COMMISSION:**

1. **Application for Variance – Jordan Fontenot:** Request withdrawn. No action.
2. **Planning & Zoning Commissioner Vacancy:** A motion to appoint Timothy Poirrier to the Planning and Zoning Commission was made by Councilor Lejeune; seconded by Councilor LeBlanc and adopted unanimously.

**PARISH COUNCIL REPORT:** Parish Councilman, Chris Kershaw reported that the Highway 1 South Bridge project is delayed due to settlement near the pilings. Estimated to be a 10-month delay.

**POLICE REPORT:** The January 2023 police report, given by Chief Anderson, consisted of 55 traffic citations issued, 132 calls for service, 3 misdemeanor arrests, 4 felony arrest and 12 vehicles crashes.

**PUBLIC WORKS/SEWER REPORT –** Phil Smith reported for the month of January 2023 there were 20 residential/commercial control panel issues, 19 residential/commercial tank issues, 21 collection system issues, 2 sewer plant issues, 120 dig tickets and 182 total calls.

1. **2022 Municipal Water Pollution Prevention (MWPP) Report:** The 2022 MWPP report was approved by Resolution of Acceptance on a motion by Councilor Kelley; seconded by Councilor Bernard and adopted unanimously.

**PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES**

**ORDINANCE 2023-1 (MONTHLY TOWN COUNCIL MEETING DATE CHANGE) –** Dana Larpenteur read the ordaining clause. Mayor Toups opened the public hearing. After hearing no comments, the public hearing was closed and turned over to the council for discussion. A motion to approve **Ordinance 2023-1**, “AN ORDINANCE ESTABLISHING THE REGULAR MEETING OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF ADDIS PURSUANT TO LOUISIANA REVISED STATUTE 33:405(2). THIS ORDINANCE REVISES AND AMENDS ADDIS CODE OF ORDINANCES, ARTICLE II, SECTION 2-21 “REGULAR MEETINGS” TO PROVIDE THAT THE REGULAR MEETING AS REQUIRED BY STATUTE SHALL BE THE SECOND TUESDAY OF EACH MONTH COMMENCING AT THE ADDIS TOWN HALL AT 6:00 PM. THIS ORDINANCE SHALL BE EFFECTIVE COMMENCING WITH THE MEETING OF MARCH 14, 2023 AND CONTINUING EACH MONTH ON THE SECOND TUESDAY THEREAFTER.”, was made by Councilor LeBlanc; seconded by Councilor Lejeune and adopted on the following roll call vote: **YEAS**: Bernard, Parrish, Lejeune, Kelley, LeBlanc **NAYS**: None; **ABSENT**: None; **ABSTAINED**: None.

**ORDINANCE 2023-2 (MONTHLY PLANNING & ZONING COMMISSION MEETING DATE CHANGE) -** Dana Larpenteur read the ordaining clause. Mayor Toups opened the public hearing. After hearing no comments, the public hearing was closed and turned over to the council for discussion. A motion to approve **Ordinance 2023-2**, “AN ORDINANCE ESTABLISHING THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF ADDIS. THE REGULAR MEETING SHALL BE THE FIRST TUESDAY OF EACH MONTH COMMENCING AT THE ADDIS TOWN HALL AT 6:00 PM. THIS ORDINANCE SHALL BE EFFECTIVE COMMENCING WITH THE MEETING OF APRIL 4, 2023 AND CONTINUING EACH MONTH ON THE FIRST TUESDAY THEREAFTER.”, was made by Councilor Lejeune; seconded by Councilor Kelley and adopted on the following roll call vote: **YEAS**: Bernard, Parrish, Lejeune, Kelley, LeBlanc **NAYS**: None; **ABSENT**: None; **ABSTAINED**: None.

**INTRODUCTION OF ORDINANCES**

A motion to introduce **ORDINANCE NO. 2023-3,** “AN ORDINANCE AMENDING ADDIS CODE OF ORDINANCES, CHAPTER 103, ARTICLE 103-5 "FENCE AND TEMPORARY STRUCTURE PERMIT" PARAGRAPH (d) TO PROHIBIT THE CONSTRUCTION OF FENCES SPECIFICALLY AND EXPRESSLY ACROSS DITCHES AND/OR DRAINAGE SERVITUDES” was made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

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

**POLICE:** No report.

**PERSONNEL:** No report.

**SEWER:** No report.

**DRAINAGE:** No report.

**BUILDINGS:** No report.

**STREETS AND ROADS:** No report.

**EXECUTIVE SESSION**

A motion to go into Executive Session to discuss Potential Litigation was made by Councilor Lejeune; seconded by Councilor LeBlanc 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 Bernard; seconded by Councilor Lejeune and adopted unanimously.

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

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