

TOWN OF ADDIS MINUTES
JULY 8, 2025 – 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 Tuesday, July 8, 2025, at the Addis Municipal Center. The Pledge to the flag was recited.

ROLL CALL

Present: Mayor Toups; Councilors Rusty Parrish, Bliss Bernard, Rhonda Kelley, Kevin LeBlanc, Dustin Hebert
Absent: None

MINUTES:

The June 10th, 2025, regular meeting minutes were approved on a motion by Councilor Kelley; seconded by Councilor Hebert and adopted unanimously.

ADDITIONS TO AGENDA

A motion to add the following item to the agenda under New Business was made by Councilor Kelley and seconded by Councilor Hebert:

- **ARPA Project Phase II (Addis Backup Pumps) – Barker Brothers Pay Application No. 2**

The motion to amend the agenda was approved unanimously.

PUBLIC COMMENTS

None

CORRESPONDENCE

LMA 88TH ANNUAL CONVENTION: Mayor Toups reported that hotel accommodations have been secured for the 88th Annual Louisiana Municipal Association (LMA) Convention in Lake Charles. He requested that all attendees review the reserved dates and notify him promptly of any changes to their travel plans so that the hotel can be advised accordingly.

OLD BUSINESS

None

NEW BUSINESS

2024 ADDIS ROAD REHAB PROJECT – PAY APPLICATION NO. 2 & CHANGE ORDER NO. 3: A motion was made by Councilor Bernard, seconded by Councilor LeBlanc, to approve the contractor's (Epic Paving, LLC) Pay Application No. 2 in the amount of \$27,895.04 and Change Order No. 3 in the amount of \$29,363.20 for additional patching along Myhand Street to repair base failures. The motion was adopted unanimously.

2025 ADDIS ROAD REHAB PROJECT – NOVUS REB ENGINEERING PROFESSIONAL SERVICES PROPOSAL: A motion was made by Councilor Bernard, seconded by Councilor LeBlanc, to approve the professional services proposal from Novus Reb Engineering, LLC and authorize Mayor Toups to execute the contract. The agreement, effective as of the Notice to Proceed, outlines engineering services for the 2025 Addis Road Rehab Project. Services include preparation of construction plans for roadway reconstruction, development of an Engineer's Opinion of Probable Construction Cost, preparation and review of bid documents in compliance with public bid law, assistance with contractor selection, and support in contract administration, including site visits, final acceptance, and certification. The total civil engineering fee for these services is \$37,900. The motion was adopted unanimously.

ARPA PROJECT PHASE II (ADDIS BACKUP PUMPS) – PAY APPLICATION NO. 2 (BARKER BROTHERS):

A motion to approve Pay Application No.2 in the amount of \$142,965.59 was made by Councilor Hebert; seconded by Councilor Parrish and adopted unanimously.

MONTHLY REPORTS

ENGINEER: None

PLANNING & ZONING COMMISSION: Mayor Toups reported that the Planning & Zoning Commission did not hold a meeting this month. He further announced that Commissioner Joan Barbier has resigned from the committee after serving since the early 1990s. Mayor Toups requested that any recommendations for a replacement commissioner be submitted to either Robert Hebert or himself.

PARISH COUNCIL: No report.

POLICE: The June 2025 police report, given by Chief Langlois, consisted of 142 traffic citations issued; 182 calls for service; 4 misdemeanor arrests; 5 felony arrests; and 8 auto accidents.

PUBLIC WORKS & WASTEWATER: The June 2025 sewer report, given by Travis Bourgoyne, included 16 residential and commercial equipment calls; 18 residential and commercial tank issues; 37 collection system issues; 1 sewer plant issue; 6 new inspection and 107 one-call tickets completed. Addis Lane & First Street Sewer Lift Stations are still under construction. Sewer line repaired at 6517 Ambrosia Drive.

PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES

None

INTRODUCTION OF ORDINANCES

None

COMMITTEE REPORTS

FINANCE:

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

POLICE: Chief Langlois reported that he held a department meeting to review the new policy manual, which became effective on July 1st.

PERSONNEL: No report.

SEWER: No report.

DRAINAGE: No report.

BUILDINGS: No report.

STREETS AND ROADS: No report.

EXECUTIVE SESSION

A motion to go into an executive session to discuss police personnel was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted unanimously. A motion to return to regular session was made by Councilor Hebert; seconded by Councilor Kelley and adopted unanimously. As a result of Executive Session and upon the recommendation of Chief Langlois, a motion was made by Councilor Hebert, seconded by Councilor Parrish, to approve the promotion of Daniel Cipriano from Corporal to Sergeant, with a \$2,000 annual salary increase. The motion was adopted unanimously.

ANY OTHER BUSINESS

None

ADJOURN

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

/s/ Jade V. Simpson
JADE V. SIMPSON, TOWN CLERK

/s/ David H. Toups
DAVID H. TOUPS, MAYOR