

TOWN OF ADDIS MINUTES
March 12, 2024 – 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, March 12, 2024, 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, and Ray Lejeune Sr.

Absent: None

MINUTES

The minutes of the February 7th, 2024, regular meeting were approved on a motion by Councilor Kelley; seconded by Councilor Lejeune and adopted unanimously.

ADDITIONS TO AGENDA

No additions to the agenda.

PUBLIC COMMENTS

Paula Rhodes with Sugar Mill HOA is proposing additional stop signs due to the speeding along Sugar Mill Parkway. Sugar Mill HOA is asking that the town consider installing stop signs at Belle Vale, Monte Vista and Clarkland, which would make these intersections a 4-way stop. They are also asking that stop signs be installed on Little Hope at Olivia, Trial at Linwood, and Longwood at Linwood. A motion was made by Councilor Bernard; seconded by Councilor LeBlanc authorizing Mayor Toups to expend the funds to purchase and install the additional signs in Sugar Mill subdivision pending the research and recommendations from the Public Works Director and the Addis Police Department. The motion was adopted unanimously.

CORRESPONDENCE

TIER III FINANCIAL DISCLOSURE REPORTS – Mayor Toups advised the elected officials that the deadline for them to file their report is May 15th.

OLD BUSINESS

None

NEW BUSINESS

PUBLIC HEARING – SUBDIVISION OF PROPERTY FINAL PLAT – MILLIEN PROPERTY (QUARTER HORSE LANE): Mr. Millien of 3982 Quarter Horse Lane advised that his family is not trying to create or develop a subdivision. He is simply requesting to divide his property, which is a little over 8 acres, into 2 (two) 4+ acre lots. One lot would be sold with the house and the other would be a vacant lot. Zoning of the property would remain A-1. Town Attorney, Dana Larpenteur advised the Mayor and Council that the private servitude of access will remain in effect. Mayor Toups opened the public hearing. After hearing comments from the public regarding maintenance of the private road, the hearing was closed and turned over to the Council for review and discussion. A motion to approve the Subdivision of Property Final Plat was made by Councilor Parrish; seconded by Councilor Kelley and adopted. Councilor Lejeune abstained.

PUBLIC HEARING – DEMOSS ROAD CLOSURE: Mayor Toups advised that the Council is proposing to close Demoss Avenue near Riverboat Lane (Bernhardt Trailer Park). A public hearing is being held for informational purposes and to allow the residents in the area to voice their concerns and/or opinions. Mayor Toups opened the public hearing. After hearing comments from the public who were all in favor of the closure, the hearing was closed and turned over to the Council for further discussion. Dana Larpenteur advised that if the council would like to move forward with the closure, they would need to introduce an ordinance when that section of the meeting comes up.

MONTHLY REPORTS

ENGINEER REPORT:

- i. **Sugar Hollow Drainage Project:** Project is under construction. Contractor has opened the road and installed the pipe and has begun working on the downstream end of the pond. Project is on schedule.
- ii. **Sugar Mill Plantation Subdivision:** The servitudes have been surveyed. Maps are being created and will be shared with Mayor Toups and the Public Works Director to show which residential structures are located within the drainage servitudes.
- iii. **ARPA Project (First Street & Addis Lane Pump Station Improvements):** A mandatory bid meeting for contractors is scheduled for March 28th. Bids will be accepted and opened on Thursday, April 4th. Hope to award the contract at the April 9th meeting.

PLANNING & ZONING: The Planning and Zoning Commission did not have a meeting in March and there is no business to discuss.

PARISH COUNCIL REPORT: No report.

POLICE REPORT: The February 2024 police report, given by Chief Anderson, consisted of 160 traffic citations issued, 161 calls for service, nine misdemeanor arrests, three felony arrest and eleven vehicle crashes. Task Force stats include: twenty-one felony narcotics arrests (four felony narcotics arrest in Addis), ten misdemeanor narcotics arrest (two misdemeanor narcotics arrest in Addis).

- i. **Declare Surplus:** A motion was made by Councilor Lejeune; seconded by Councilor Bernard, to declare the 2015 Chevrolet Tahoe (VIN ending in 6710) surplus and authorize the police department to donate the unit to Port Allen City Marshall. The motion was adopted unanimously.

PUBLIC WORKS/SEWER REPORT –

- i. **Wastewater Department:** Travis Bourgoyne reported for the month of February 2024 there were thirty residential/commercial control panel issues, thirty-three residential/commercial tank issues, twelve collection system issues, one sewer plant issue, zero new inspections, seventy-three dig tickets and 149 total calls.
 - Total leak repairs for February 2024 were 6.
 - Changed packing on Effluent Pumps.
 - New Sewer Department employee has officially started.
- ii. **Public Works/Maintenance Department:**
 - Cutting grass as needed.
 - Removed debris from several culverts due to recent rain events.
 - Installed piping for customer on Jeff Court.
 - Trash/Litter pick up daily.
 - Advertising for Public Works position.

PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES

ORDINANCE 2024-1 (MAYOR'S 2024 SALARY INCREASE) – 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 2024-1 (MAYOR'S 2024 SALARY INCREASE)** “AN ORDINANCE ESTABLISHING THE YEARLY SALARY FOR DAVID H. TOUPS, MAYOR OF THE TOWN OF ADDIS FOR 2024 AT A FOUR (4%) PERCENT INCREASE FROM HIS 2023 SALARY COMMENCING JANUARY 1,2024”, was made by Councilor Lejeune; seconded by Councilor Parrish and adopted on the following roll call vote: **YEAS:** Bernard, Parrish, Lejeune, Kelley, LeBlanc **NAYS:** None; **ABSENT:** None; **ABSTAINED:** None.

INTRODUCTION OF ORDINANCES

ORDINANCE 2024-2 (DEMOSS AVENUE CLOSURE) –A motion to introduce **Ordinance 2024-2**, “AN ORDINANCE CLOSING DEMOSS AVENUE TO VEHICULAR TRAFFIC WHERE THE TOWN OF ADDIS’ MAINTENANCE OF SAID DEMOSS AVENUE ENDS OR ANY OTHER LOCATION DEEMED NECESSARY BY

THE TOWN COUNCIL OF THE TOWN OF ADDIS FOR THE SAFETY AND WELFARE OF RESIDENTS AND MOTORISTS. THIS CLOSURE IS BY THE AUTHORITY OF LOUISIANA REVISED STATUTE R.S.32:41 AND ALL OTHER POLICE POWERS OF THE TOWN OF ADDIS DUE TO DANGEROUS TRAFFIC SPEEDS AND TO PROMOTE THE ORDERLY FLOW OF TRAFFIC IN THE TOWN OF ADDIS.”, was made by Councilor Lejeune; seconded by Councilor LeBlanc and adopted unanimously.

ORDINANCE 2024-3 (COMMERCIAL DEVELOPMENT REGULATIONS) – A motion to introduce **Ordinance 2024-3,** AN ORDINANCE AMENDING AND SUPPLEMENTING THE ADDIS CODE OF ORDINANCES, PARTICULARLY, PART II: LAND DEVELOPMENT CODE, CHAPTER 103: BUILDINGS AND BUILDING REGULATIONS, BY ADDING ARTICLE III: COMMERCIAL DEVELOPMENT REGULATIONS TO PROVIDE FOR RULES AND REGULATIONS TO APPLY TO ALL BUILDINGS OR STRUCTURES, EXCEPT FOR INDIVIDUAL SINGLE FAMILY DETACHED DWELLINGS, CONSTRUCTED, RECONSTRUCTED, OR ESTABLISHED AFTER THE EFFECTIVE DATE OF THIS ORDINANCE. THE RULES AND REGULATIONS ARE INTENDED TO PROMOTE INNOVATIVE, ATTRACTIVE AND EFFICIENT USE OF LAND; TO ENCOURAGE PLANNED DEVELOPMENT; AND TO PERMIT FLEXIBILITY AND CREATIVITY IN THE DESIGN OF SUCH PLANNED DEVELOPMENT. SAID RULES AND REGULATIONS INCLUDE PARTICULARLY BUT NOT EXCLUSIVELY SUBMITTAL REQUIREMENTS BEFORE, DURING AND AFTER COMMERCIAL DEVELOPMENT CONSTRUCTION; REQUIREMENTS FOR ACCESSORY STORAGE AREAS; ARCHITECTURAL REQUIREMENTS; LIGHTING STANDARDS; LANDSCAPING STANDARDS; COMMUNICATION TOWERS AND ANTENNA STANDARDS; TRAFFIC IMPACT ANALYSIS REQUIREMENTS; DRAINAGE IMPACT ANALYSIS REQUIREMENTS; AND ADDITIONAL MISCELLANEOUS REQUIREMENTS AND STANDARDS.”, was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously.

COMMITTEE REPORTS

FINANCE:

- i. **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.
- ii. **Monthly Budget to Actual Reports:** The monthly budget to actual reports were reviewed with no comments.

POLICE: Assistant Chief Langlois reported that his officers were reminded about their annual ethics and sexual harassment trainings and encouraged to complete them sooner rather than later. Equipment purchases were discussed.

PERSONNEL: No report.

SEWER: No report.

DRAINAGE: No report.

BUILDINGS: No report.

STREETS AND ROADS: Mayor Toups asked that Travis check for any damage on Peter Messina Road that may have been caused by the train derailment.

EXECUTIVE SESSION

A motion to go into executive session to discuss police personnel and pending litigation, was made by Councilor LeBlanc; seconded by Councilor Lejeune 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 and recommendation of Chief Anderson, a motion to hire Allen Landry as a full-time patrol officer starting at the post certified rate of \$18.99/hour, was made by Councilor Parrish; seconded by Councilor Lejeune and

adopted unanimously. A motion to accept the voluntary resignation of reserve officers Justin Badeaux and Toby Berthelot, was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

ANY OTHER BUSINESS

No other business.

ADJOURN

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

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

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