

TOWN OF ADDIS MINUTES
NOVEMBER 10, 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, November 10, 2025, at the Addis Municipal Center. The Pledge to the flag was led by Tammie Martin.

ROLL CALL

Present: Mayor Toups; Councilors Rusty Parrish, Bliss Bernard, Rhonda Kelley, Dustin Hebert
Absent: Kevin LeBlanc

MINUTES:

The minutes of the October 14, 2025, regular meeting were approved on a motion by Councilor Kelley; seconded by Councilor Hebert and adopted unanimously by those present.

ADDITIONS TO AGENDA

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

- **ARPA Project Phase I (Addis Lane Pump Station) – Tullier Services Pay Application No. 4**

The motion to amend the agenda was approved unanimously by those present.

PUBLIC COMMENTS

None

CORRESPONDENCE

VETERANS DAY OFFICE CLOSURE & RECOGNITION OF VETERANS: Mayor Toups reminded Council members that administrative offices will be closed on Tuesday, November 11th for Veterans Day and recognized the veterans in attendance, thanking them for their service.

REMINDER | FINANCE COMMITTEE MEETING: Mayor Toups reminded everyone of the Finance Committee Meeting scheduled for Tuesday, November 18th at 6:00 p.m.

LMA 100-YEAR GALA CELEBRATION: Mayor Toups informed Council members that the Louisiana Municipal Association's 100-Year Gala will be held on February 4, 2026, from 6:00–9:00 p.m. at Louisiana's Old State Capitol, Baton Rouge. Council members interested in attending were asked to notify the mayor so registrations can be submitted by the office before January 4, 2026, when advance registration of \$50 per person ends. After that date, registration increases to \$75 per person.

BRUSLY HIGH THANKSGIVING LUNCH: Mayor Toups informed the Council members that the Brusly High School Thanksgiving lunch is scheduled for Thursday, November 20th at 11:30 a.m. and all are invited to attend.

OLD BUSINESS

CANE RIDGE DRIVE SEWER LINE EXTENSION – PROJECT DESIGN & COST PROPOSALS: At the October meeting, Peewee Berthelot, representing his son Toby, addressed the Council regarding sewer access for the commercial lot at 7441 LA 1 South, noting the property lacked a connection. Preliminary engineering estimates obtained by Mr. Berthelot to extend the sewer line ranged from \$25,850 to \$35,575, and Council discussion focused on whether the Town should assist with the connection or require the property owner to cover costs. Public Works Director Travis Bourgoyne was asked to obtain independent cost estimates, engineering plans, and legal review. Further review confirmed the lot was not formally included in the subdivision plat, and updated engineering cost proposals to extend sewer service ranged from \$28,500 to \$65,000. After discussion, the Council approved a variance allowing the property owner to install a MODAD (onsite wastewater treatment system) at an estimated cost of \$4,500 and authorized a refund of previously paid sewer impact fees. A motion was made by Councilmember Bernard, seconded by Councilmember Hebert, and adopted unanimously by those present.

NEW BUSINESS

ARPA PROJECT PHASE I – TULLIER SERVICES PAY APP NO.4 (ADDIS LANE PUMP STATION): A motion to approve Pay Application No.4 in the amount of \$228,208.50 to Tullier Services for ARPA Project Phase I (Addis Lane Pump Station Improvements), was made by Councilor Bernard, seconded by Councilor Kelley and adopted unanimously by those present.

WBR LIBRARY TAX RENEWAL – TAMMIE MARTIN, DIRECTOR: Library Director Tammie Martin provided an overview of the West Baton Rouge Parish Library's 4.1-mill property tax renewal, which was set to appear on the November 15th ballot. She explained that this millage provides 100% of the library's operating revenue and is essential for maintaining library services, staffing, programs, collections, technology, and facility upkeep. The renewal is expected to generate approximately \$3.36 million annually for the library system. Ms. Martin emphasized the importance of community participation in the upcoming election and encouraged everyone to get out and vote.

ARPA PROJECT PHASE II– BARKER BROTHERS PAY APP NO.4 (BACK-UP PUMPS): A motion to approve Pay Application No.4 in the amount of \$102,290.76 to Barker Brothers for ARPA Project Phase II, was made by Councilor Kelley, seconded by Councilor Parrish and adopted unanimously by those present.

ARPA PROJECT PHASE II– BARKER BROTHERS PAY APP NO.5 (BACK-UP PUMPS): A motion to approve Pay Application No.5 in the amount of \$27,882.50 to Barker Brothers for ARPA Project Phase II, was made by Councilor Kelley, seconded by Councilor Parrish and adopted unanimously by those present.

2024 ADDIS ROAD REHAB PROJECT – FINAL PAY APPLICATION (EPIC PAVING LLC): A motion to approve the Final Pay Application in the amount of \$30,378.49 to Epic Paving, LLC. for the 2024 Addis Road Rehab Project, was made by Councilor Bernard; seconded by Councilor Parrish and adopted unanimously by those present.

COOPERATIVE ENDEAVOR AGREEMENTS – ACT 461 OF 2025 (STATE AID TO LOCAL GOVERNMENTS): Mayor Toups advised that our office received a letter from the Louisiana State Treasurer notifying the Town that it is the recipient of two line-item appropriations under Act 461 of 2025: \$25,000 for the Town of Addis and \$25,000 for the Addis Police Department. Funds must be expended between July 1, 2025, and June 30, 2026, with no extensions permitted without legislative action. Completion of Cooperative Endeavor Agreements (CEAs) through the Louisiana Department of Treasury's online portal is required before any payment can be issued. A motion to proceed with completing the required CEA(s) was made by Councilmember Hebert, seconded by Councilmember Parrish, and adopted unanimously by those present.

SUGAR HOLLOW SUBDIVISION HOA – PROPERTY DONATION PROPOSAL: Jordan Fontenot, President of the Sugar Hollow Homeowners Association, addressed the Council regarding the subdivision's ponds and drainage areas. He reported that the HOA is unable to adequately maintain these areas due to significant outstanding dues, stating the association has approximately \$45,000 in unpaid assessments, totaling approximately \$65,000 with interest and fees. As a result, the HOA has insufficient funds to support routine maintenance such as grass cutting and pond management. He also noted that duckweed has overtaken the ponds and referenced the Town's recent drainage improvements along the subdivision's south side. Mr. Fontenot requested that the Town consider accepting donation of the ponds and drainage areas. Mayor Toups and council members expressed concern that accepting ownership of these areas would set a precedent for other subdivisions with similar ponds. Town Attorney, Karen White, advised that the Town's proper course of action is to enforce maintenance requirements through citations and property liens rather than assume ownership. After discussion, the Council declined the request.

MONTHLY REPORTS

ENGINEER: None

PLANNING & ZONING COMMISSION:

- i. **Preliminary Plat – Subdivision of Property Request (Kerry & Jan Cook – 3233 Younger Drive):** Steve LeBlanc attended the meeting to represent Mr. Kerry Cook regarding his application to subdivide the property located at 3233 Younger Drive, Lot 4-A of Friendship Acres Subdivision, Addis,

which currently contains an existing home. The applicants proposed dividing the lot, which has a 247-foot frontage, into two smaller lots: one with 137 feet of frontage and the other with 110 feet of frontage. Zoning will remain the same, which is R-100B, and there are no waivers or variances being requested. After review and discussion, a motion to approve the preliminary plat for the subdivision of property was made by Councilmember Hebert, seconded by Councilmember Bernard, and adopted unanimously by those present.

PARISH COUNCIL: No report

POLICE: Chief Langlois presented the Police Department activity report for October 2025. During the month, the department issued 147 citations, responded to 209 calls for service, made 3 misdemeanor arrests including 2 warrants and 1 battery of a dating partner and 3 felony arrests, including 1 possession of Schedule II drugs (methamphetamine), 2 possessions with intent to distribute Schedule I drugs (marijuana), and 1 nonconsensual disclosure of a private image. The department also investigated 8 auto accidents.

PUBLIC WORKS & WASTEWATER: Travis Bourgoyne, Director of Public Works, presented the Public Works and Sewer Department activity report for October 2025. The department responded to a total of 145 calls, including 26 residential and commercial control panel issues, 24 tank issues, 23 collection system issues, 1 sewer plant issue, 3 new inspections, and 68 Dottie tickets. Significant sewer and infrastructure activities included returning Ditch #2 South Rotor to service, repairing two residential discharge lines and a gravity line on Olivia Drive, addressing a motor failure at Plantation Ridge, vacuums at six lift stations due to debris and grease, replacement of three grinder pumps, and installation of two new tanks. Public Works activities also included grass cutting as needed, trash pickup, addressing the Lois and Lorraine drainage line collapse, and servicing the John Deere side-by-side buggy while it was in the shop.

PUBLIC HEARING AND ACTION ON INTRODUCED ORDINANCES

None

INTRODUCTION OF ORDINANCES

ORDINANCE 2025-4 (2025 GENERAL & SEWER FUND BUDGET REVISIONS) – A motion to introduce **Ordinance 2025-4** “AN ORDINANCE REVISING AND AMENDING THE 2025 GENERAL & SEWER ENTERPRISE FUND BUDGETS OF THE TOWN OF ADDIS,” was made by Councilor Kelley; seconded by Councilor Hebert and adopted unanimously by those present. A Public Hearing will be held on this proposed ordinance at the regular meeting of the Mayor and Town Council to be held at 6:00 p.m. on Tuesday, December 9, 2025.

ORDINANCE 2025-5 (2026 GENERAL FUND BUDGET): A motion to introduce **Ordinance 2025-5** “AN ORDINANCE APPROVING THE ANNUAL GENERAL FUND BUDGET OF THE TOWN OF ADDIS, FOR THE FISCAL YEAR OF 2026” was made by Councilor Kelley; seconded by Councilor Hebert and adopted unanimously by those present. A Public Hearing will be held on this proposed ordinance at the regular meeting of the Mayor and Town Council to be held at 6:00 p.m. on Tuesday, December 9, 2025.

ORDINANCE 2025-6 (2026 SEWER ENTERPRISE FUND BUDGET): A motion to introduce **Ordinance 2025-6** “AN ORDINANCE APPROVING THE ANNUAL SEWER ENTERPRISE FUND BUDGET OF THE TOWN OF ADDIS, FOR THE FISCAL YEAR OF 2026” was made by Councilor Kelley; seconded by Councilor Hebert and adopted unanimously by those present. A Public Hearing will be held on this proposed ordinance at the regular meeting of the Mayor and Town Council to be held at 6:00 p.m. on Tuesday, December 9, 2025.

COMMITTEE REPORTS

FINANCE:

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

POLICE: None

PERSONNEL: Mrs. Simpson reminded the Council and staff that all required annual trainings must be completed before the end of the year. She also noted that the Annual Employee Meeting is scheduled for Thursday, December 4th, at 6:30 p.m.

SEWER: None

DRAINAGE: None

BUILDINGS: None

STREETS AND ROADS: Council was advised that the pre-construction meeting for the 2025 Road Rehab Project took place this morning and construction is scheduled to begin on Monday, November 17th.

EXECUTIVE SESSION

A motion was made by Councilmember Kelley, seconded by Councilmember Hebert, and unanimously adopted by those present to enter an executive session to discuss police personnel. A motion was made by Councilmember Kelley, seconded by Councilmember Bernard, and unanimously adopted by those present to return to regular session. Upon the recommendation of Chief Langlois, a motion was made by Councilmember Bernard, seconded by Councilmember Hebert, and unanimously adopted by those present to accept the resignations of Officer Me'Kyle Franklin and Officer Keith Johnson.

ANY OTHER BUSINESS

None

ADJOURN

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

/s/ Jade V. Simpson

JADE V. SIMPSON, TOWN CLERK

/s/ David H. Toups

DAVID H. TOUPS, MAYOR