

TOWN OF ADDIS MINUTES  
AUGUST 13, 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, August 13, 2024, at the Addis Municipal Center. The pledge to the flag was led by Staci Joffrion.

**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 July 9, 2024, regular meeting were approved on a motion by Councilor Lejeune; seconded by Councilor Kelley and adopted unanimously.

**ADDITIONS TO AGENDA**

A motion to amend the agenda to add the GOHSEP Temporary Housing & Shelter Assistance Program Waiver of Land Use/Permitting Form, was made by Councilor LeBlanc; seconded by Councilor Bernard and adopted unanimously.

**PUBLIC COMMENTS**

Mayor Toups congratulated Chief Langlois for running unopposed. He also thanked the current council members for serving the Town of Addis and wished all candidates the best of luck in the upcoming election.

**CORRESPONDENCE**

**HAZARDOUS MATERIALS COLLECTION DAY:** Mayor Toups announced that Household Hazardous Materials Collection Day is scheduled for Saturday, October 26<sup>th</sup> at Alexander Park in Brusly from 8:00 AM to 12:00 PM.

**LMA COMMUNITY ACHIEVEMENT AWARD:** Mayor Toups announced that the Town of Addis was the recipient of the LMA Community Achievement Award for Outstanding Community Improvement in Basic Services for the Sugar Hollow Drainage Project.

**“GLORIA RIVALT WILBERT” PROCLAMATION:** Mayor David Toups announced that he had the honor and privilege of visiting Mrs. Gloria Rivault Wilbert and presenting her a proclamation from the Town of Addis proclaiming Sunday, August 11<sup>th</sup> “Gloria Rivault Wilbert Day” in the Town of Addis. As a native of Addis, we recognize Mrs. Gloria for her service to our country and congratulate her on her 100<sup>th</sup> Birthday.

**OLD BUSINESS**

None

**NEW BUSINESS**

**2023 AUDIT REPORT – STACI JOFFRION, BAXLEY & ASSOCIATES LLC.:** Staci Joffrion with Baxley & Associates presented the 2023 Audit Report. She advised that the Town of Addis is in a great financial position and that there were no significant deficiencies, no material weaknesses, no material non-compliance and no AUP exceptions noted. She congratulated Mayor Toups, the council and the staff on a job well done.

**SUGAR HOLLOW DRAINAGE PROJECT – FINAL PAY APP. NO. 3:** A motion to approve Sugar Hollow Drainage Project Pay Application No. 3 in the amount of \$35,700.00, was made by Councilor Bernard; seconded by Councilor LeBlanc and adopted unanimously.

**MAIN STREET DRAINAGE MODELING UPDATE – TOBY FRUGE, OWEN & WHITE:** Drainage Engineer, Toby Berthelot provided an update on his initial findings of the Main Street/Harris Avenue Drainage study.

**GIS PROFESSIONAL SERVICES COST PROPOSAL:** Mayor Toups advised that he obtained a proposal from iGeo Consulting for GIS migration and reconfiguration of existing ArcGis Online (AGO) from the West Baton Rouge GIS site to the new Town of Addis AGO site. iGeo has extensive local government enterprise GIS experience and is uniquely qualified to assist Addis with their implementation of an Enterprise GIS using ArcGIS Online platform. The cost to perform the professional services is estimated at \$3,488 for year 1. There will be an annual online subscription fee of \$1,045. A motion to approve the iGeo Consulting proposal for GIS Professional Services was made by Councilor Lejeune; seconded by Councilor Bernard and adopted unanimously.

**GOHSEP TEMPORARY HOUSING & SHELTER ASSISTANCE PROGRAM:** A motion to opt out of allowing for expedited temporary housing assistance, waiving any land use regulations relative to permitting for the temporary placement and occupancy of mobile homes, recreational vehicles, and/or other temporary housing directly adjacent to the disaster survivor's damaged dwelling to allow for expedited temporary housing assistance in the Town of Addis, was made by Councilor LeBlanc; seconded by Councilor Kelley and adopted unanimously.

#### MONTHLY REPORTS

**ENGINEER REPORT:** No report.

#### **PLANNING & ZONING:**

- i. **Application for Home Occupation – Gordon Koenig:** A motion to approve the home occupation application for Mr. Gordon Koenig's cleaning service/property maintenance business (Customized Property Solutions, LLC) was made by Councilor Kelley; seconded by Councilor LeBlanc and adopted unanimously.

**PARISH COUNCIL REPORT:** No report.

**POLICE REPORT:** The July 2024 police report, given by Chief Langlois, consisted of 81 traffic citations issued, 164 calls for service, 3 misdemeanor arrests, 2 felony arrests and 12 auto accidents. Task Force stats include: 3 felony narcotics arrests and 2 misdemeanor narcotics arrests.

- i. **Equipment Surplus:** A motion to declare the police equipment surplus was made by Councilor LeBlanc; seconded by Councilor Lejeune and adopted unanimously. A list of the equipment is attached and made a part of the minutes.

**PUBLIC WORKS/SEWER REPORT –** Travis Bourgoyne reported for the month of July 2024 there were 22 residential/commercial control panel issues, 42 residential/commercial tank issues, 26 collection system issues, 2 sewer plant issue, 4 new inspections, 50 dig tickets and 146 total calls. Heavy rains have caused numerous SCADA calls for lift stations. Still short staffed in the wastewater department.

- i. **Public Works/Maintenance Department:**
  - Grass Cutting is ongoing.
  - The John Deere 7130 Slop Mower has been sent to the shop for repairs and a new upper boom replacement.
  - Heavy rains have caused more debris removal from culverts.
- ii. **Equipment Surplus:** A motion to declare the ProLawn weed/fertilizer spray rig surplus was made by Councilor Lejeune; seconded by Councilor Parrish and adopted unanimously.

#### 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 LeBlanc and adopted unanimously.
- ii. **Monthly Budget to Actual Reports:** The monthly budget to actual reports were reviewed with no comments.

**POLICE:** Chief Langlois reported that American Integration Contractors have completed the installation and set-up of the highway surveillance cameras.

**PERSONNEL:** No report.

**SEWER:** No report

**DRAINAGE:** No report.

**BUILDINGS:** No report.

**STREETS AND ROADS:** Electronic speed limit signs have been received. One must be replaced because it was damaged. The Public Works Department will begin installing them.

**EXECUTIVE SESSION**

A motion to go into 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 Parrish; seconded by Councilor Lejeune and adopted unanimously. As a result of executive session and at the recommendation of Chief Langlois, the following motions were made: (1) A motion to accept the resignation of Officer Logan Anderson, was made by Councilor Bernard; seconded by Councilor Kelley and adopted unanimously. (2) A motion to hire Garrett Joffrion as a patrol officer at a rate of \$18.62/hr. pending matrix, was made by Councilor LeBlanc; seconded by Councilor Parrish and adopted unanimously.

**ANY OTHER BUSINESS**

No other business.

**ADJOURN**

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

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

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