

PUBLIC MEETING

Public Council meeting was held 10/9/23 at 6:30pm at the Elizabeth Community Center, 210 East Main Street, Elizabeth, LA. The notice of Meeting having been duly posted in accordance with requirements, the meeting was called to order by Mayor Green at 6:30pm. Opening prayer led by Ken Kelly, then Pledge of Allegiance and roll call by Mayor Green.

Mayor, Council and Staff Present

Mandy Green, Mayor
Mea Dillehay, Council
Ken Kelly, Council
Denise Lee, Clerk
Crystal Hunt, Code Compliance

Council and Staff Absent

Brandon Sweat, Fire Chief
Steven Self, Asst Fire Chief
Stacy Weldon, Council
Shane Ware, Police Chief
Mike Holmes, Attorney

1. Mayor Green asked if any public comments on agenda items. No comments. Mayor Green requested to add report of 509, 511 and 517 Pine Street Condemnation Inspections to the agenda.
2. Ken Kelly made a motion to approve the agenda with this addition. Mea Dillehay seconded. All in favor.
3. Mea Dillehay made a motion to approve minutes from 9/11/23 meeting. Ken Kelly seconded. All in favor.
4. Glenn Turner, Engineer from MMLH came forth and gave updated report for the ongoing grants.
5. The council at the September meeting gave Crystal Hunt-code compliance, permission to request a Condemnation Inspection to be done by Glenn Turner. She reported this had been done. Glenn Turner came forth and reported his findings. 509 Pine Street- Parcel No.0550015450 was not deemed dilapidated and dangerous but has several recommendations to get the property into compliance. 511 Pine Street, Parcel No.055000707 was reported to be dilapidated and dangerous and should be demolished. 517 Pine Street, Parcel No.0550006540 was reported to be dilapidated and dangerous and should be demolished.
6. Ken Kelly made a motion to move forward with issuing a Certified notice to owner at last known mailing address as indicated on the tax rolls of Village of Elizabeth informing the date and time of a public hearing requiring the owner to show cause why the building or structure should not be condemned at 511 Pine Street. Mea Dillehay seconded. All in favor.
7. Ken Kelly made a motion to move forward with issuing a Certified notice to owner at last known mailing address as indicated on the tax rolls of Village of Elizabeth informing the date and time of a public hearing requiring the owner to show cause why the building or structure should not be condemned at 517 Pine Street. Mea Dillehay seconded. All in favor.
8. Crystal Hunt also reported that several notices have been mailed out requesting residents to fix their sewer leaks as reported by the smoke tests that are being done in the Village. Some have made repairs but some have not. Mayor Green stated that Village Utility Services will be disconnected if repairs are not made timely which is stated in the notices.
9. **MAYOR'S REPORT**
 - ***Old Business**
 - A. Reminder that bids are being accepted for 307 Cypress Street property. Bids to be opened at November 13, 2023 council meeting with a minimum bid of \$7000.00. Bids to be marked with 307 Cypress Street Bid on front on envelope along with name and address. Actual Bid must consist of name, address, phone number and email address.
 - B. Public hearing held on amendment to increase sewer rates in Ordinance 14-18F Utility Rates to become **Ordinance 14-18G Utility Rates**. Mayor Green stated that these were recommended by the recent Sewer Rate Study by LRWA in order to be in compliance with the grant in which the village has applied. No further comments. Hearing closed.
 - C. Mea Dillehay made a motion to adopt **Ordinance 14-18G Utility Rates** increasing sewer rates to become effective November 1, 2023. Ken Kelly seconded. Mea Dillehay- yea; Ken Kelly-yea; Stacy Weldon-absent

- D. Ken Kelly made a motion to adopt **Resolution 95-2023** which sets a new minimum bid for 2012 Dodge Charger that was declared surplus property (Resolution 32-2020) to \$3500. Mea Dillehay seconded. All in favor.

***New Business**

- A. Ken Kelly made a motion to add to handbook updated rule for employees working weekends. New rule states that there will be a minimum of 2 hours pay per day for normal work duties performed on Saturday, Sunday or Holidays for the Outside Work Employees. Mea Dillehay seconded. All in favor.
- B. Ken Kelly made a motion to adopt **Resolution 94-2023** in which the Board of Aldermen recognizes the small number of current Long Term Tenants at Lil Piney Park and provides for a method to memorialize such long term tenancy for the purpose of exemption of rental from certain hotel/motel/camping sales taxes. **Resolution 94-2023** therefore authorizes Mayor and/or Mayor's designee to enter into rental agreements with long term tenants which recognizes and confirms any retroactive period of tenancy so as to meet the requirements to exempt said rental from hotel/motel/camping sales taxes in Allen Parish. Mea Dillehay seconded. All in favor.

10. POLICE CHIEF

- A. Chief not present. Mayor read monthly report.
- B. At the September meeting the Chief requested to hire a full time officer Katelyn Cotton. The council agreed to the Chief's recommendation. Since last meeting, Mrs. Cotton decided to stay at previous job. Chief Ware spoke with Mayor Green and requested the Mayor to provisionally hire another officer- Samantha Carroll- at same rate of pay & hours. Mayor Green agreed to this. Chief Ware was unable to make this council meeting, but spoke with Mayor Green and Ken Kelly, Mayor pro tem on the phone stating he is requesting to hire Samantha Carroll. He will have a letter to present to Mayor with this request. After brief discussion, Ken Kelly made a motion to allow Chief Ware to hire Samantha Carroll at \$16.40/hr at 40hrs per week. Mea Dillehay seconded. All in favor.
- C. Ken Kelly introduced an amendment to increase traffic fines in **Ordinance 44-2023 Enforcement of Traffic Violations by Automated Means** to become Ordinance 44-2023A. Public hearing to be held prior to adoption at the November 13, 2023 council meeting at 6:30pm at Community Center.

11. FIRE CHIEF

- A. Fire Chief not present. No monthly report.
- B. Ken Kelly made a motion to table discussion of radios requested by the Fire Department until the next meeting until Chief or Assistant is present. Mea Dillehay seconded. All in favor.

12. COUNCIL

- A. After discussing an amendment to **Ordinance 12-18 Property Maintenance**, amending Section 4.F. to increase cost of preparation and filing of the lien fee from \$200 to \$250 and also add a section to do a **Release by Obligee of Record and Request for Cancellation** forms upon liens being paid, Ken Kelly made a motion to change the fee to \$275 instead. Mea Dillehay seconded this change. All in favor. Ken Kelly introduced the amendment to **Ordinance 12-18** as read above with the amended increase. Public hearing to be held prior to adoption at the November 13, 2023 council meeting at 6:30pm at Community Center.
- B. Ken Kelly made a motion to adopt **Resolution 93-2023** which allows Mayor Green the option to enter a Cooperative Endeavor Agreement between the Village of Elizabeth and Douglas L. Hebert II, Sheriff and Ex-Officio Tax Collector for Allen Parish which allows for the collection of ad valorem taxes for the Village of Elizabeth. Mea Dillehay seconded. All in favor.

- 13.** Ken Kelly made a motion for Council to approve expenses for September and comparison of actual expenses to budget. Mea Dillehay seconded. All in favor.

- 14.** Mea Dillehay made a motion to adjourn. Ken Kelly seconded. All in favor.

Approved by:/s/Mandy L Green, Mayor

Attest by:/s/Denise Lee, LCMClerk