

PUBLIC MEETING

Public Council meeting was held 2/12/24 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
Ken Kelly, Council
Stacy Weldon, Council
Mea Dillehay, Council
Denise Lee, Clerk
Crystal Hunt, Code Compliance
Heather Sutton, Attorney
Glenn Turner, Village Engineer
Brandon Sweat, Fire Chief
Steven Self, Asst Fire Chief

Council and Staff Absent

Shane Ware, Police Chief

1. Mayor Green requested for any public comments on agenda items. No comments.
2. --Mayor Green requested to add to Item 8. Code Compliance- 509 Main Street, Jennifer Perry to speak on behalf of Fannie Mae and Barbra Difulco Real Estate. Ken Kelly made a motion to add to the agenda. Stacy Weldon seconded. Ken Kelly-yea, Stacy Weldon-yea, Mea Dillehay-yea for a unanimous vote to add to the agenda. Mayor Green requested any public comments. None given.
3. --Mayor Green requested to make a change to Item 10B.- not appoint Lorrie Odom as Fire Department Treasurer, but for the council to adopt Resolution 112-2024 which creates a position for the Fire Department Treasurer. Ken Kelly made a motion to make this change, Stacy Weldon seconded. Ken Kelly-yea, Stacy Weldon-yea, Mea Dillehay-yea for a unanimous vote to make this change. Mayor Green requested for any public comments. None given.
4. --Mayor Green requested to add to the agenda Item 7C. for council to adopt Resolution 111-2024 to award bid for Sewer Improvements. Stacy Weldon motioned to add, Mea Dillehay seconded. Ken Kelly-yea, Stacy Weldon-yea, Mea Dillehay-yea for a unanimous vote to add to the agenda. Mayor Green requested any public comments. None given.
5. **APPROVAL OF MINUTES & AGENDA**
 - A. Ken Kelly made a motion to approve minutes from 1/8/24 and 1/11/24 meeting. Stacy Weldon seconded. All in favor.
 - B. Stacy Weldon made a motion to approve the agenda with the changes and additions. Ken Kelly seconded. All in favor.
6. **Homeland Security Report**
 - A. Lt. Chris Oakes- Communications & Homeland Security Director came forth and spoke about the Hazard Mitigation Plan for Allen Parish and explained the process and the importance of this plan in times of disaster. Ken Kelly made a motion to adopt **Resolution 110-2024** Allen Parish Multi-Jurisdiction Hazard Mitigation Plan. Stacy Weldon seconded. All in favor.
7. **ENGINEER'S REPORT**
 - A. Glenn Turner came forth and briefed about the bids received for the ARPA/WSP Water Well Improvements Project. 2 bids were received. He gave recommendation for contract to be awarded to

the lowest responsive, responsible bidder to Continental Drilling and Service, Inc. Ken Kelly made a motion to adopt **Resolution 106-2024** to award bid for the ARPA/WSP Water Well Project to Continental Drilling and Service, Inc. for base bid of \$298,717.00, plus Additive Alternate No. 1 in the amount of \$2,850.00 for total awarded contract price of \$301,567.00, contingent upon concurrence of the funding agency OCD and subject to availability of funds. Stacy Weldon seconded. All in favor.

- B. Mr. Turner gave update on the other grants in progress.
- C. Mr. Turner stated that bids were received for the FY 22 LCDBG Sewer Improvements Project. Recommendation given for the lowest, responsible bidder of Womack and Sons Construction Group, LLC for base bid of \$1,083,637.00. Ken Kelly made a motion to adopt **Resolution 111-2024** to award bid to Womack and Sons Construction Group, LLC for base bid of \$1,083,637.00. Stacy Weldon seconded. All in favor.

8. CODE COMPLIANCE

- A. Crystal Hunt stated that she had not received notice on the property compliance for 509 Pine Street, Parcel 0550015450, M.Smith. A neighbor that was present reported that someone had purchased the property and had been cleaning on the property. Ken Kelly made a motion to table discussion until next meeting to allow Crystal time to research further with owner. Stacy Weldon seconded. All in favor.
- B. Jennifer Perry with Barbra Difulco Real Estate gave status of the 509 Main Street property that is currently out of compliance. She noted that companies that was supposed to be assisting with compliance had not relayed the notices issued by the Village to her. Now she has currently been notified and is working on compliance. She stated that she is working with someone to remove the mobile home on the property approximately by the end of the month. There will be something done with the property but she will notify the village when she receives notice of the plans. Stacy Weldon made a motion for Crystal to follow up with the progress. Mea Dillehay seconded. All in favor.
- C. Crystal stated that Derrick Deshotel was present to give notice of plans for 509 Pine Street. Ken Kelly made a motion to add to the agenda the discussion of 509 Pine Street. Mea Dillehay seconded. Ken Kelly-yea, Stacy Weldon-yea, Mea Dillehay-yea for unanimous vote to add to the agenda. Mayor Green asked for public comments. None given. Mr. Deshotel stated that he has begun to tear down the condemned structure and will take him a while due to the weather has been rainy for equipment. Ken Kelly made a motion to allow him 90 days to remove the structure and clean up, if not complete, he must come back before the council. Mea Dillehay seconded. All in favor.

9. POLICE CHIEF

- A. Not present.

10. FIRE CHIEF

- A. Gave monthly report, no calls.
- B. Stacy Weldon made a motion to pass **Resolution 112-2024** to create the position of a Fire Department Treasurer. Ken Kelly seconded. All in favor. Mayor Green stated she appoints Lorrie Odom as Fire Department Treasurer.
- C. Chief Sweat reported that the handheld radios had been received and an inventory list was made.

11. MAYOR'S REPORT

***Old Business-none**

***New Business**

- A. Auditor Royce Scimemi gave the Annual Financial Report for FY 2022-2023.
- B. Stacy Weldon made a motion to accept the Annual Financial Report for FY 2022-2023. Mea Dillehay seconded. All in favor.
- C. Ken Kelly made a motion to appoint Auditor Royce Scimemi as the Auditor for FY 2023-2024. Mea Dillehay seconded. All in favor.
- D. Denise Lee, Clerk opened bids for movable surplus AC units and Gas heaters with minimum bid of \$75 each.
--1 bid received from Erica Morel in the amount of \$75.00 for Air Conditioner Unit #1. Ken Kelly made a motion to award the bid to Eric Morel. Stacy Weldon seconded. All in favor.

--1 bid received from Erica Morel in the amount of \$75.00 for Air Conditioner Unit #3. Ken Kelly made a motion to award the bid to Erica Morel. Stacy Weldon seconded. All in favor.

--1 bid received from Erica Morel in the amount of \$75.00 for Air Conditioner Unit #4. Ken Kelly made a motion to award the bid to Erica Morel. Stacy Weldon seconded. All in favor.

--No bids received on AC unit #2 and no bids received for Gas Heaters #1, #2 and #4.

The Village of Elizabeth reserved the right to reject any and all bids and remove the item of movable property from sale prior to opening of bids.

Stacy Weldon made a motion to rebid these items and the bids to be opened at March 11, 2024 council meeting. Ken Kelly seconded. All in favor.

12. VILLAGE ATTORNEY

A. Heather Sutton, Village Attorney gave update on Clinic Lease addendum that it had been signed and executed.

B. A Quit Claim Deed was done on the sale of 307 Cypress St. Village is waiting on notarized signatures to complete the sale.

C. Briefed council on amending Ordinance 21 Building Codes-permit requirement for demolition.

13. COUNCIL

A. Ken Kelly introduced amendment to **Ordinance 21 Building Codes**- amend to require permits prior to any demolition of structures.

B. Ken Kelly made a motion to pass **Resolution 109-2024 LCDBG Procurement Policy**. Stacy Weldon seconded. All in favor.

14. Ken Kelly made a motion for Council to approve expenses for January 2024 and comparison of actual expenses to budget. Mea Dillehay seconded. All in favor.

15. Ken Kelly made a motion to adjourn. Mea Dillehay seconded. All in favor.

APPROVED by:/s/Mandy L Green, Mayor

ATTEST by:/s/Denise Lee, LCMClerk

***Public hearing** for amendment to **Ordinance 21 Building Codes** to amend the requirement for permits to any demolition of structures on March 11, 2024 @ 6:30pm at Elizabeth Community Center.