

PUBLIC MEETING

Public Council meeting was held 6/10/24 at 6:30pm at the Elizabeth Village Hall, 230 Poplar 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
Shane Ware, Police Chief
Lorrie Odom, Fire Dept Treasurer

Council and Staff Absent

Brandon Sweat, Fire Chief
Steven Self, Asst Fire Chief

1. COMMENTS FROM THE PUBLIC ON ANY AGENDA ITEM -none from the public.
2. APPROVAL OF MINUTES
 - A. Ken Kelly made a motion to approve minutes from 5/9/24 meeting. Stacy Weldon seconded. All in favor.
 - B. Mayor Green requested to add to the agenda 1) change the handbook to state outside employee new hours would be 6:00am- 3:00pm from Monday – Thursday with a mandatory 30-minute break that will be automatically deducted from time and 6:00am – 12noon on Fridays. Mayor asked for comments, none given. Ken Kelly made a motion to add to the agenda. Mea Dillehay seconded. All in favor.; 2) Mayor requested to add for the council to introduce an amendment to Ordinance 7-99 Sewer Systems within the Village. Mayor requested comments, none given. Ken Kelly made a motion to add this item to the agenda. Mea Dillehay seconded. Mayor Green requested individual votes to add to the agenda. Mea Dillehay- yes, Ken Kelly- yes, Stacy Weldon- yes Unanimous vote to add additions.
 - C. Ken Kelly made a motion to approve the agenda with the additions. Mea Dillehay seconded. All in favor.
3. ENGINEER'S REPORT
 - A. Glenn Turner gave updates on grants and projects. On the Water Well project, the pump test revealed the well was good, so a pump was ordered. The contractors for the LCBDG Wastewater project will begin around July 15, 2024. They are waiting on loan closing and bond certificates for the LDEQ/CWSRF Wastewater project. Glenn reported that the sewer lines will be viewed prior to completing a change order on this project. The Village is also reapplying for the PHMSA Gas Grant as well, with the assistance of MMLH.
4. CODE COMPLIANCE
 - A. 514 Pine Street, D.Johnson, parcel no. 0550006650 is out of compliance, pictures presented. – Certified notice was sent on April 25, 2024. It is being returned unclaimed according to the USPS system. Mea Dillehay made a motion for the village to clean the property and invoice the owner. Stacy Weldon seconded. All in favor.

- B. 1005 Tupelo, B.Fogleman, parcel no.0550002250A is out of compliance, pictures presented.- Mea Dillehay made a motion for village employees to clean and invoice owner. Ken Kelly seconded. All in favor.
- C. Stacy Weldon requested a notice to be sent to Fastwyre to get their property and building in compliance. Also send one to the owner of the carwash to get the property in better condition as a business.
- D. Stacy Weldon also stated that we need a Commercial Property Maintenance Ordinance to help with keeping business properties in compliance.

5. POLICE CHIEF

- A. Chief Ware gave a monthly report. Requested a catchpole to be ordered for catching dogs.
- B. The Citations issued by Automated Means was discussed. Several people are calling the village hall to make payments and they are supposed to go online and pay at the website on the ticket. Chief Ware will call and see if the site can be placed in a different area or made bold on the citation. Citations are not supposed to be made at the Village Office. Mayor Green stated that according to a new law that a magistrate will have to be hired to try cases if anyone contests the automated citations. She as Mayor can not try them in Mayor's Court.

6. FIRE CHIEF

- A. Lorrie Odom, FD Treasurer, gave monthly report. Stated that Engine 3 was having trouble. They will be looking at it to try to figure what is wrong with it. She also stated that they are testing generators 2x a week and doing hurricane and storm preps, along with hose drills.

7. MAYOR'S REPORT

***Old Business-**

- A. None.

***New Business**

- B. Council discussed Memorandum of Agreement between Village of Elizabeth and Office of Cyber Readiness and State of LA, Governor's Office of Homeland Security and Emergency Preparedness in which they will be testing our systems for cyber preparedness. Ken Kelly made a motion to pass **Resolution 121-2024** to allow the Mayor to enter this agreement. Mea Dillehay seconded. All in favor.
- C. Mayor Green gave update on Sewer issue of S.Wisenbaker -156 Highway 3206, parcel no. 0550017360A. He has been sent notice and allowed ample time to place a proper sewer system on his property in which he is currently out of compliance not having a system and it is discharged out on the ground next to a public area. A complaint has been filed of the unsanitary conditions with LDH and waiting for further action.
- D. Mayor Green stated there will be a 3% increase on raises for the new fiscal budget year.
- E. Changes needed to be made to the Budget prior to adoption since more funds have been received than anticipated and more invoices paid since Budget notice issued in paper. Mayor Green stated these changes and council given copies.
- F. Ken Kelly made a motion to make the change in the handbook to change work schedule time from 6am-3pm with mandatory 30-minute break that will be automatically deducted each day Monday – Thursday and work schedule is 6am-12noon on Fridays. The handbook states work schedules can be adjusted as needed. Mea Dillehay seconded. All in favor.

8. VILLAGE ATTORNEY

- A. Dog pound- Heather stated we are still waiting for the AG Opinion in which it should be ready by June 27, 2024.
- B. She also briefed council that the addition to the handbook for the MPERS that all full time officers would be enrolled in MPERS with completion of physical. It was reiterated that part time officers would be required to have a basic physical completed and passed as a condition of employment. This would be done on a yearly basis. Chief Ware was asked of repercussion if not completed. He stated he would like to add to the handbook if not completed within 10 days, this would be failure to comply and would be terminated per Chief's recommendation. Mayor Green asked for public comments, none given. Ken Kelly made a motion to add to the agenda the repercussion request of termination, if

physical not completed, to be placed in the police handbook. Stacy Weldon seconded. Ken Kelly-yes, Mea Dillehay-yes, Stacy Weldon-yes Unanimous vote to add to agenda. Mayor Green asked for further comments. None given. Ken Kelly made a motion to add the repercussion request to the police handbook. Stacy Weldon seconded. All in favor.

9. COUNCIL

- A. Ken Kelly made a motion to pass **Resolution 120-2024** selecting Oakdale Journal as official journal for FY 2024-2025. Mea Dillehay seconded. All in favor.
 - B. Public hearing for **Ordinance 47-2024 Amended General/Utility Budget for FY2023-2024 held**. No comments from the public. Council discussed with no further changes. Hearing closed.
 - C. Ken Kelly made a motion to adopt **Ordinance 47-2024 Amended General/Utility Budget for FY2023-2024**. Mea Dillehay seconded. Mea Dillehay-yes, Ken Kelly-yes, Stacy Weldon-yes
 - D. Public hearing for **Ordinance 48-2024 Proposed General/Utility Budget for FY2024-2025 and USDA Budget**. Council discussed that some of the income was better with the water and sewer rate increases. Glenn Turner stated that we would be needing to schedule a rate study with LRWA for one of the grant requirements. Council requested no further changes in budget. Hearing closed.
 - E. Ken Kelly made a motion to adopt **Ordinance 48-2024 Proposed General/Utility Budget for FY2024-2025 and USDA Budget**. Mea Dillehay seconded. Mea Dillehay-yes, Ken Kelly-yes, Stacy Weldon-yes
 - F. Stacy Weldon made a motion to change effective date from 2023 to 2024 for introduction of amendment to Ordinance 01-2015(A6). Ken Kelly seconded. All in favor. Ken Kelly introduced **Ordinance 01-2015(A-7)** to amend Ordinance 01-2015(A-6) to provide for increase in Clerk salary from \$3450.00 to \$3553.50 per month effective July 9, 2024.
 - G. Ken Kelly introduced an amendment to **Ordinance 01-2015(A4)** to increase council salaries from \$175/month to \$180.25/month effective July 9, 2024.
 - H. Ken Kelly introduced an amendment to **Ordinance 7-99** Sewer Systems within the Village that states that no utilities shall be connected to a requestor until they provide a sewer permit issued by the State of Louisiana.
- 10.** Mea Dillehay made a motion for Council to approve expenses for May 2024 and comparison of actual expenses to budget. Ken Kelly seconded. All in favor.
- 11.** Ken Kelly made a motion to adjourn. Mea Dillehay seconded. All in favor.

Approved by:/S/Mandy L Green, Mayor, 6/11/24 Attest by:/S/Denise Lee, LCMClerk, 6/11/24

*Public hearing to be held July 8, 2024 at Village Hall, 230 Poplar Street at 6:30pm prior to adoption of amendment to Ordinance 01-2015(A6) to become 01-2015(A7) increase clerk's salary from \$3450/month to \$3553.50/month to be effective July 9, 2024.

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*Public hearing to be held July 8, 2024 at Village Hall, 230 Poplar Street at 6:30pm prior to adoption of amendment to Ordinance 7-99 Regulations for Sewer Systems within the Town of Elizabeth that states no utilities shall be connected to a requestor until they provide a sewer permit issued by the State of Louisiana. Upon adoption to be 7-99.1.