

Village of Elizabeth

P.O. Box 457, Elizabeth, LA 70638
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AGENDA for PUBLIC MEETING 5/12/2026 @ 6:30pm

PLACE: Village Hall, 230 Poplar St., Elizabeth, LA 70638 POSTED @ Village Hall 5/8/26, 9:00am

A meeting of the Board of Aldermen, Village of Elizabeth, LA will be held as follows for the purpose of considering matters properly introduced before the Board, including agenda items listed below.

1. OPENING PRAYER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: Mea Dillehay____, Stacy Weldon____, Ken Kelly____
4. COMMENTS FROM THE PUBLIC ON ANY AGENDA ITEM AS PER STATUTE (2min. limit)
5. APPROVAL OF MINUTES
 - A. Motion to approve minutes for the regular council meeting of 4/13/26.
 - B. Motion to approve the agenda.
6. **CODE COMPLIANCE**
 - A. Report number of property maintenance notices sent out
7. **POLICE CHIEF**
 - A. Monthly report
 - B. Discuss Police Unit
8. **FIRE CHIEF**
 - A. Monthly report
9. **ENGINEER'S REPORT**
 - A. Update on CWSRF-DEQ Sewer Improvement Grant
 - B. Update on PHMSA Gas Grant
10. **MAYOR'S REPORT**
 - *Old Business
 - A. None
 - *New Business
 - B. Remind council of LRWA Management Class- Monday, July 13, 2026 at Lake Charles Event Center
 - C. Change policy in handbook concerning **WEX gas cards** in handbook- WEX gas cards will be issued to each department and to be kept in the vehicle that the card is assigned. Department employees will only be allowed to use the card with supervisors' approval. Each employee will have their own pin number and must enter before purchasing fuel. If an employee has not been issued a pin number, they are prohibited from using the WEX card. The monthly WEX reports generate location of purchase, time, gallons, mileage and amount of purchase for each employee who has received a pin number. All employees must enter correct mileage when prompted at the gas pump. If unable to enter mileage due to pump issues, a receipt must be requested, and mileage and signature must be written on the receipt and turned into the office for Mayor approval. If employees are unable to operate the WEX policy correctly or if misuse of the card is suspected, the mayor shall have authority to enforce that all WEX cards return to the office and reinstate the policy of signing out and turning in receipts. |
 - D. Change policy in handbook under **Issuance**- Change to Accounts Receivable Clerk maintains a written log of credit card "check out" and return of cards with signature of both clerk and employee at time of issuance and return.
 - E. Public hearing/comment period to discuss adoption of the 2026 Millage Rate of 6.59 Mills for the Village of Elizabeth- **Resolution 147-2026**. Close public hearing/comment period.
 - F. Council to adopt the 2026 Millage Rate of 6.59 Mills- (**Resolution 147-2026**).

11. VILLAGE ATTORNEY

- A. Discuss 517 Pine Street, Parcel No. 0550006540 -Adjudicated to Allen Parish
- B. Update on 302 Maple Street, Parcel No. 0550016700 - Requested to the Police Jury to do an ACT of CASH Sale, with Allen Parish Police Jury considering the work and maintenance the Village has done since the adjudication to Allen Parish Police Jury.

12. COUNCIL

- A. Adopt **Resolution 148-2026** Authorizing the acquisition and acceptance of certain immovable property located at 302 Maple Street, from the Allen Parish Police Jury and authorizing the Mayor to execute all documents necessary to complete transfer.
- B. Introduce an amendment to **Ordinance 21-19.1 Gas Rates** to state calendar year instead of fiscal year FOR LAUF.
- C. Council discuss an amendment to Ordinance 9-99.1 to charge occupational license fees to only businesses located within village or anyone pursuing business within the village limits.
- D. Introduce an amendment to **Ordinance 9-99 Occupational License** – charge only local businesses or anyone pursuing business within village limits.
- E. Introduce an amendment to **Ordinance 12-18B to become Ord. 12-18C.**
 - a) Change section 4.B to state - Notwithstanding the notice requirements set forth in Subsection 4(A)(1) above, the Mayor or the Mayor’s designee may undertake the work necessary to bring the property into compliance with Sections 2 of 3 on any property within the Village without issuing additional notice, provided that the property owner has been notified pursuant to Subsection 4(A)(1) at least once during the immediately preceding twelve (12) months and has failed to perform the required work having been given the opportunity to do so.
 - b) Change Section 4.B.3. – A statement that the property owner liable has within the preceding twelve (12) months, failed to do such work after notification and opportunity to do so pursuant to Subsection 4(A)(1).
 - c) Change 4.F. -State- it shall have the bill for the work delivered by registered mail.
 - d) Change 4.G.- State-Upon failure of property owner to pay the charges within 30days of receipt of certified bill, the village may file with recorder of mortgages a certificate showing the cost of such work along with fees.
- F. Introduce **Ordinance 53-2026 Utility Permitting Process**
- G. Introduce **Ordinance 54-2026** which amends the **’25-’26 Proposed General/Utility Budget.**
- H. Introduce **Ordinance 55-2026** which proposes the **’26-’27 General/Utility Budget and USDA Budget.**
- I. Council approve expenses for April 2026 and comparison of actual expenses to budget.
- J. Entertain a motion to adjourn.

Mayor Mandy Green
Village of Elizabeth
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