**Village of Elizabeth**

P.O. Box 457

Elizabeth, La 70638

PH: 318-634-5100; Fax: 318-634-7881

**PUBLIC MEETING**

**A Monthly Village Council Meeting was held 5/9/2022 at 5:30pm at the Elizabeth Community Center, 210 East Main Street, Elizabeth, LA.**

The notice of Meeting/Agenda having been duly posted in accordance with requirements and a quorum being present, the meeting was called to order by Mayor Green at 5:30pm. Opening prayer led by Councilman Ken Kelly, then Pledge of Allegiance.

**Mayor, Council and Staff present Council and Staff Absent**

Mayor Mandy Green Brandon Sweat, Fire Chief

Angela Smith, Alderwoman Steven Self, Asst Fire Chief

Kelly Stalsby, Alderwoman

Ken Kelly, Alderman

Mike Holmes, Attorney

Denise Lee, Clerk

Donna McIntosh, Code Compl. Officer

Katrina Ford, Police Chief

1. Mayor Green asked if there was any comments from the public regarding any item on the agenda or concerns. Police Chief Ford asked to add to the agenda the request to make officer Karleigh Perkins full-time. Ken Kelly made a motion to add to the agenda, Angela Smith seconded. Votes: Angela Smith-yes, Kelly Stalsby-yes, Ken Kelly-yes
2. Angela Smith made a motion to approve minutes from 4/11/22 meeting and 4/26/22 special called meeting. Ken Kelly seconded. All in favor.
3. Ken Kelly made a motion to approve the agenda with addition. Angela Smith seconded. All in favor.
4. MAYOR’S REPORT

**\*Old Business**

1. Public hearing held for **Ordinance 35-2022** all concerns of dogs, animals- Vicious, Stray, Running at Large, Tags, Vaccinations, Village Dog Policy, etc. This ordinance will abolish all other ordinances. Several changes were made to the Ordinance that was drafted to better suit the Village of Elizabeth. Mr. Mike Holmes stated proposed amendments to ordinance before adoptiobn. No further comments from the public, so hearing was closed. Angela Smith made a motion to amend the Ordinance 35-2022 as presented. Ken Kelly seconded. All in favor.
2. Ken Kelly made a motion to adopt **Ordinance 35-2022-** all concerns of dogs, animals with added amendments. Angela Smith seconded. Angela Smith-yea, Ken Kelly-yea, Kelly Stalsby-yea
3. The Mayor allowed for Lt Chris Oakes to come forth from Homeland Security to state his position and how he will be helping the parishes be prepared in times of an emergency. He also invited everyone to a meeting on May 11, 2022 to further discuss emergency preparedness. He had to leave for another meeting.
4. The Mayor allowed S.Carpenter to come forth to present his application for Parcel No. 0450000200H on Hwy 112 S, at the intersection of Horseshoe Drive to request to rezone from Zone A, to Zone A-3 (owner occupied mobile home). The council discussed with Mr. Carpenter his intentions with the property. Mr. Mike Holmes stated that as the council is amending the zoning ordinance 26, provisions should be made concerning the property and adjoining properties. Ken Kelly made a motion to grant this zoning request from Zone A to A-3. Angela Smith seconded. Ken Kelly-yea, Angela Smith-yea, Kelly Stalsby-yea
5. A public hearing will be held at the June 13, 2022 council meeting to amend zoning Ordinance 26 with this change of Parcel No.0450000200H from A to A-3.
6. Ken Kelly introduced an amendment to **Ordinance 26B Zoning** to add zoning change granted for Parcel No.0550008000, 709 Maple Street to go from Zone A to Zone A-3. Public hearing to be held at June 13, 2022 council meeting at 5:30pm.
7. Ken Kelly made a motion to place minimum bid of Surplus Property Chief Unit 2001 GMC Yukon at $1900 to be advertised for sealed bids. Sealed bids will be received until June 10, 2022 at 12:00noon. Sealed bids will be opened at 5:30pm council meeting on June 13, 2022. Kelly Stalsby seconded. All in favor.
8. Public hearing held for **Ordinance No. 07-17.1** change trash can purchase fee to $85.00. No comments. Hearing closed.
9. Ken Kelly made a motion to adopt amendment of **Ordinance No. 07-17.1** for trash can purchase fee to be $85.00. Angela Smith seconded. Kelly Stalsby-yea, Angela Smith-yea, Ken Kelly-yea
10. Public hearing not held for Ordinance **38-2022 Code Compliance Officer** to be able to issue summons for violations of ordinances, not traffic related due to it was decided by the council that they could amend **Ordinance 34-21 Code Compliance Officer** to change the verbiage of summons to – notice of civil violations. Ken Kelly introduced an amendment to **Ordinance 34-21** for the code compliance officer to issue notice of civil violations-not criminal related. Public hearing on amendment to be June 13, 2022 at 5:30 council meeting.

**\*New Business**

* + 1. Ken Kelly made a motion to adopt **Resolution 60-2022** which approves offering retirement to elected officials and fulltime employees. Angela Smith seconded. All in favor.
		2. Ken Kelly made a motion to adopt **Resolution 59-2022** for Mayor to sign contracts concerning Village Employee Retirement Plan. Angela Smith seconded. All in favor.
		3. Ken Kelly made a motion to adopt **Resolution 61-2022** Section 504 Grievance Procedure required by the CDBG since the Village has been afforded the opportunity to participate the FY 2021 CARES-CV Love LA Outdoors program. Angela Smith seconded. All in favor.
		4. Kelly Stalsby made a motion to adopt **Resolution 62-2022** LCDBG-CV Love LA Outdoors Management which gives legal authorization to 2 recipients to sign “Authorized Signature Card for Request for Payment”. Angela Smith seconded. All in favor.
		5. Ken Kelly made a motion to adopt Resolution **63-2022** Language Access Plan to be in compliance with HUD regulations as part of the Citizen Participation Plan. Kelly Stalsby seconded. All in favor.
		6. Ken Kelly made a motion to adopt **Resolution 64-2022** that adopts a policy for communicating information to persons with hearing impairments. Kelly Stalsby seconded. All in favor.
		7. Ken Kelly introduced an amendment to **Ordinance 26B Zoning** that changes Zone A3 to A2 (Beech, Bay, & Hickory Streets) which allows mobile homeowners to be able to rent their property. Also that these owners must own the property and the mobile home that sits on the property. Also amend to add square footage of lots to be able to put a single family dwelling. Homeowners will still be required to have Proof of Compliance proving they are the landowner and homeowner, currently known as Special Use Permit. There will be a series of public hearings prior to the adoption of this change. The first Public hearing to be held at June 13, 2022 council meeting at 5:30pm.
1. CODE COMPLIANCE REPORT
	* 1. Mrs. Donna stated that several people are working on cleaning their properties.
		2. In discussion of previous Condemnation of 308 Cypress Street, parcel no. 0550012990, Mr. Mike Holmes stated that LA Revised Statutes has been changed in serving people notice of property condemnation. He recommended an amendment be made reflecting the new state statue by certified mail. Ken Kelly introduced to add this amendment to **Ordinance 1-84 Condemnation.** Public hearing to be held at June 13, 2022 council meeting.
2. VILLAGE ATTORNEY REPORT
	* 1. No update on Hwy 10 annexation.
3. POLICE CHIEF REPORT
	* 1. Chief Ford presented monthly report. She stated her request before the council to increase her budget by $1500 for salaries and payroll expenses. She requested to make Officer Karleigh Perkins full-time. This would allow her to be able to draw Supplemental Pay. Ken Kelly made a motion to adopt a Resolution to make Karleigh Perkins full-time and allocate $1500 for her salary and payroll expenses. It was noted that $2000 had been adopted in Resolution previously for Officer Winston Lambright, but Chief Ford stated that he was not working many hours and would not be reaching this amount. Angela seconded. Kelly Stalsby sustained from voting.
		2. Chief Ford did present clerk with page of police handbook that states Officers will only be paid overtime after 80 hours worked in 2 week pay period.
4. FIRE CHIEF REPORT
	* 1. Absent.
5. No further comments from the Council.
6. Ken Kelly made a motion for Council to approve expenses for April 2022 and comparison of actual expenses to budget. Kelly Stalsby seconded. All in favor.
7. Ken Kelly made a motion to adjourn. Kelly Stalsby seconded. All in favor.

Approved by:/s/Mandy L Green,Mayor Approved by:/s/Denise Lee, Clerk