**Village of Elizabeth**

P.O. Box 457

Elizabeth, La 70638

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PUBLIC MEETING

A Monthly Village Council Meeting was held 7/11/22 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 Katrina Ford, Police Chief

Ken Kelly, Alderman Kelly Stalsby, Alderwoman

Denise Lee, Clerk

Donna McIntosh, Code Compliance

Steven Self, Asst Fire Chief

Mike Homes, Attorney

1. Mayor Green asked if there was any comments from the public regarding any item on the agenda or concerns. No comments.
2. Ken Kelly made a motion to approve the 6/2/22 Special Meeting minutes and the 6/27/22 meeting minutes. Angela Smith seconded. All in favor.
3. Mayor requested to add to agenda a motion to authorize the submittal of the DOT-PHMSA program, and authorize the Mayor to execute all necessary documents associated with program. Requested for public comments. No public comments given.
4. Ken Kelly made a motion to add to the agenda a motion to authorize the submittal of the DOT-PHMSA program, and authorize the Mayor to execute all necessary documents associated with program. Angela Smith seconded. All in favor. Ken Kelly-yea, Angela Smith-yea, Kelly Stalsby-absent
5. Ken Kelly made a motion to adopt the agenda with the addition. Angela Smith seconded. All in favor.
6. MAYOR’S REPORT

**\*Old Business**

1. Public hearing on **Ordinance 1-84.1** which amends Ordinance 1-84 Property Condemnation. This amendment allows notification, of a public hearing for recommendation of demolition or removal of a building or structure, by mailed certified letter. No comments. Public hearing closed**.**
2. Ken Kelly made a motion to adopt **Ordinance No.1-84.1** which amends Ordinance 1-84, which allows notification by certified letter. Angela Smith seconded. All in favor. Ken Kelly-yea, Angela Smith-yea, Kelly Stalsby-absent
3. Public hearing on **Ordinance No. 34-21.1** which amends Ordinance 34-21 Code Compliance. This amendment will grant Code Compliance Officer authority to issue Notices of Civil Violations and Summons to appear in Mayor’s Court. Mr. Holmes, attorney, made suggestion to eliminate criminal violations from civil violations within necessary ordinances. Public Hearing closed.
4. Ken Kelly made a motion to adopt **Ordinance No. 34-21.1** amendment granting Code Comp. Officer authority. Angela Smith seconded. All in favor. Ken Kelly-yea, Angela Smith-yea, Kelly Stalsby-absent
5. Discussion on potential amendments to **Ordinance 26B** that makes changes to Zone A3 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 A3 to add square footage of lots to be able to put a single family dwelling. Individuals renting mobile/manufactured home property will still be required to fill out a Conforming Use Permit. Mayor suggested removing in Ord.26B, Section 3 the period of 90 days for removing a manufactured home for repairs. Also, giving homeowners 24months to replace, instead of 12 months. Also, in Section 3 replacing 72 hour newer model replacement with 60 days. Remove Special Use Permit from this section also. Section 8, remove (owner occupied only) and add under 8.A.2. Manufactured Homes Park. In all sections, change Special Use Permit to Conforming Use Permit. A-2 minimum lot area size to be added. Add A-3 minimum lot size as 43, 560 sq. foot. Add Property may be rented now but requires Conforming Use Permit. Section 14, iv. If property is abandoned or has inactive utilities during passing of this Ordinance the OWNER will be required to apply for a Conforming Use Permit. In section 11, add that a public hearing will be held at a council meeting and decision will be voted on and if application approved, change will be effective immediately. These amendments to Ordinance 26B will be introduced at the August 8th council meeting and a **public hearing** at the September 12, 2022 meeting prior to the adoption of these amendments.
6. Public hearing for **Ordinance No.01-2015(A5)** which amends Ordinance No.01-2015(A3) to allow an increase in clerk salary from $3100.00 to $3200.00 per month. Ken Kelly made a motion to correct the increase. It should state $3250.00. Angela Smith seconded. All in favor. No public comments. Hearing closed.
7. Ken Kelly made a motion to adopt **Ordinance No.01-2015(A5)** which allows for clerk salary increase to $3250.00. Angela Smith seconded. All in favor. Ken Kelly-yea, Angela Smith-yea, Kelly Stalsby-absent
8. Reminder: Accepting sealed bids for 307 Cypress Street Property until September 9, 2022 at 12noon. Please mark front of sealed envelope as **“307 Cypress St. BID”.**

**\*New Business**

1. Public hearing/comment period to discuss adoption of the 2022 Millage Rate of 6.71 Mills for Village of Elizabeth- **Resolution 68-2022**. No comments from the Public. Public hearing/comment period closed.
2. Ken Kelly made a motion to adopt the 2022 Millage Rate of 6.71 Mills, General Alimony, Millkey#5033 001.- (**Resolution 68-2022).** Angela Smith seconded. All in favor.
3. Ken Kelly made a motion to approve **Resolution 69-2022** to place 2004 Ford Pickup (General Maintenance) truck as movable surplus property with a minimum bid of $250.00. Angela Smith seconded. All in favor.
4. Ken Kelly introduced **Ordinance 07-17.2** which is an amendment to **Ordinance 07-17.1** to remove trash can fee from ordinance and use fee schedule for current year which is actual cost incurred by Village plus 15% administrative fee of such actual cost. Public hearing to be held at August 8, 2022 council meeting at 5:30pm at Community center.
5. Angela Smith made a motion to adopt a **Resolution 71-2022** to change cutoff for July from Friday, July 15th to Monday, July 18th due to being a weekend and the office closes at 12noon. Ken Kelly seconded. All in favor.
6. Ken Kelly made a motion to award Engineering Services contract to Meyer, Meyer, LaCroix & Hixson for DOT-PHMSA program and authorize the Mayor to execute the contract. They were only RFQ received per email. Angela Smith seconded. All in favor. **(Resolution 72-2022)**
7. CODE COMPLIANCE REPORT
8. Donna McIntosh gave updated report on property cleanups. She requested permission from council to get a condemnation inspection on Parcel No. 0550000095 located at intersection of Hwy 112 and Maple Street. Ken Kelly made a motion to grant permission for this request. Angela Smith seconded. All in favor.
9. Also, announced that Magnolia Spay Neuter program will host a spay neuter program on October 20, 2022 for cats and dogs. There will be a fee. Applications at village hall office. Must have at least 30 to register by September 1, 2022.
10. VILLAGE ATTORNEY REPORT- no updates.
11. Police Chief-not present.
12. Monthly report given by Officer Karleigh Perkins of tickets and calls. She stated she may can get some donated numbers for the houses in the Village. Several houses still don’t have numbers to help in times of emergency. A notice was sent out in utility billing with a deadline of July 15, 2022 to get them marked. The Mayor will work on providing a list of how many numbers are need to help get a total for donations.
13. Fire Chief -not present.
14. Monthly report given by Asst Fire Chief Steven Self.
15. The Mayor announced that Mrs. Pat Jones- advocate for the elderly will be collecting fans for the elderly. Fans can be dropped off at the Community Center by July 15th.
16. No further comments from the Council.
17. Ken Kelly made a motion for Council to approve expenses for June 2022 and comparison of actual expenses to budget. Angela Smith seconded. All in favor.
18. Angela Smith made a motion to adjourn. Ken Kelly seconded. All in favor.

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

\*Public hearing on **Ordinance No. 07-17.2 Trash Containers** amendment to remove trash can fee and add that the cost will be actual cost incurred by Village plus 15% administrative fee of such actual cost.