

## **Village of Elizabeth**

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### **PUBLIC MEETING**

Public Council meeting was held 11/10/25 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 Mandy 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  
Heather Sutton, Attorney

#### **Council and Staff Absent**

Shane Ware, Police Chief  
Jeb Moore, Fire Dept Asst Chief  
Brandon Sweat, Fire Chief

1. Comments from the public on agenda items. One of the residents of the community had a question on the sewer issues of the village. She stated that residents smelled strong odors in their yards and homes today while the sewer was being worked on. She was concerned of health issues. Also concerned of her neighbor being pregnant and smelling these odors. Mayor Green stated that the sewer lines were being coated and it was typical sewer repair jobs and shouldn't be any issues. Mayor Green said she was advised today if you get an odor in your house, that your pee trap isn't working correctly. Mayor Green reiterated that the company was lining the sewer pipes and fixing infiltrations. Mayor Green asked if any further comments. None given.
2. Ken Kelly made a motion to approve minutes for the regular council meeting of 10/13/25. Stacy Weldon seconded. All in favor.
3. Stacy Weldon made a motion to approve the agenda. Ken Kelly seconded. All in favor.

#### **4. ENGINEER'S REPORT**

- A. Brad Rachel gave update on CWSRF-DEQ Sewer Improvement Grant- he stated the contractors started the lining work earlier today and are about 90% complete at the School and Piney Park lift stations. He said they have replaced about 22 rings and covers. They do plan to replace the crushed manhole at the powerline. The work looks very good. They will be working at Eastern Heights next. Mayor Green asked if anyone had spoke to the contractor about which taps were active or nonactive. Brad said he told the contractor Dillion to coordinate with Tyler LaFauci- water/sewer operator of the Village. Mayor Green asked what is the engineer's recommendation for the 12 o'clock taps and has a house on the right and the left and one is abandoned and one not. She asked if every area would have to be dug up to see which ones are active and which ones are not. Mr. Ken Kelly stated he didn't see any other way around this to know which ones are active for sure. Mayor Green stated she really didn't want to dig every one of them up, but at this point, what are we to do. Brad stated that Tyler would need to dig them up as they do the lining and cut the ones that are X,Y,Z feeds (the specific ones) or cut all of them and go back and cap them. Brad said you have to dig them regardless. Ken Kelly asked if this work could be done during normal business hours. Mayor Green stated she emailed the contractor of the Sewer/Water Operator's working hours. Mayor Green introduced Mr. Kenneth from LRWA and asked if the village could do all the service taps now and come back and later smoke it and fix taps. Brad spoke up and stated that if you have abandoned lines that are capped, you will not see them. He said you could cut them all now and do a smoke test and then cap, Mayor Green stated she would rather not, but was inquiring if an option. She said if our guys dug, they would have to do a dig ticket and wouldn't this slow the contractor down. She gave an example that sometimes there is 8-9 taps, but only maybe 3 active. Mr. Kenneth from LRWA said the only option is to dig them up. Mr. Ken Kelly said a good option is to smoke later and do these at our leisure. Brad said there is a total of 72 services in this area. Mayor Green said she will look at tomorrow and list the ones that she knows. On Pine and Live Oak St, she stated they may just have to cut all of them. Mr. Ken Kelly stated that if you smoke and dig it later, is a much better option because if it is a tap, you can cap it at this time. Brad stated that if you do it this way, you don't know which ones need to be replaced. Mayor Green agreed. Mr. Ken from LRWA said if there is a vertical

coming out of the main would need to be capped anyway. Mr. Ken said to him smoking afterwards would be the way to go, but the overall goal is to eliminate the infiltration no matter. No further comments.

- B. Brad gave update on PHMSA Gas Grant to replace the gas line from Elizabeth to Calcasieu River. He stated they were waiting for the Environmental Review to be completed. Mayor Green stated the plans should be ready in about 3 months and plans for beginning construction Summer 2026.

## **5. CODE COMPLIANCE**

- A. Mayor Green reported that she had reached out to property owner on 304 West Main Street concerning the progress. Owner stated she will reach out to contractor. Mayor Green will reach out to owner tomorrow to set a deadline for completion of the demolition and clean up. One of the residents stated it would be real nice if this project was cleaned up before Christmas in the Country. Mayor Green stated she will mention this when discussing the deadline.

## **6. POLICE CHIEF**

- A. Officer Zach LaCaze gave monthly report of tickets and arrests. He stated they was in current progress of an investigation of property destruction.
- B. Discussion of Animal Control Officer will be placed on next month's agenda due to Police Chief not present.

## **7. FIRE CHIEF**

- A. Lorrie Odom- treasurer, gave monthly report.
- B. Mayor Green stated reminder: See if all volunteer firefighters have been enrolled to the State Fire Marshal's website upon department enrollment. Mrs. Lorrie stated that was being checked on. Mayor Green stated that an enrollment date needs to be set for the fire department. After each enrollment, the State Fire Marshal's office needs to be notified with an updated roster each year for insurance purposes. This Roster must be enrolled each year with any new members or removals. This must be done by the Fire Chief or Executive head of the Village only. She also said that there was a policy to enroll Jr. Firefighters as well. Mayor Green requested notification if roster updated in the State system.

## **8. MAYOR'S REPORT**

### **\*Old Business**

- A. Reminder: All Departments must get a Purchase Order done prior to ordering materials and supplies over \$500. Should check with Mayor prior to ordering supplies. Mayor Green noted that some supplies for over \$2000.00 were ordered by the Fire Department without a Purchase Order. They had requested an AED and Mayor Green stated the one requested was for \$4000.00 instead of \$2000.00. Mayor Green notified the Fire Chief that the supplies must be returned if they wanted the \$4000.00 AED with compatible pads. Waiting to hear from Chief.
- B. Open sealed bids for Surplus 2012 F250 Silver Pickup. Minimum bid set at \$5,500.00. Council to award to highest bidder. The Village reserved the right to remove from sale. NO sealed bids were received. Ken Kelly made a motion to remove from surplus. Mea Dillehay seconded. All in favor.
- C. Open sealed bids for Surplus 6' Brave Bushhog. Minimum bid set at \$800.00. Council to award to highest bidder. The Village reserves the right to remove from sale. \*\*\*Bushhog was removed from sale due to maintenance stated they use with the Kubota tractor to clean properties. Ken Kelly made a motion to remove from surplus. Mea Dillehay seconded. All in favor.
- D. Discussion of the LCDBG sewer project -Removal of sludge and pump issues. Mayor Green stated the pumps at the sewer plant go down a lot. There is lots of sand, silt and rocks coming from sewer lines that stops up the pumps. This has been a constant issue. Mayor Green stated this project was substantially completed in February 2025. She noted several times that the pumps has went down. She was told that the Racetrac needed to be pumped out. This was done by Village employees with rented dumpsters and equipment which has cost the village quite a bit of money. She stated she was told to clean out the drying beds, which had to be tested prior to removal, which costs more money. She said no matter what is done there will be issues until the infiltrations are repaired. Part of the reasoning is that the sludge was not cleaned out originally in the oxidation ditch. The pumps have since went down again. This was again due to silt, sand, rocks and such coming into the pumps. One of the pumps was turned over to clean out debris. The sensor inside the pump was changed and currently still working. Mayor Green stated the pumps are supposed to be very good pumps. Brad said that the Racetrac is supposed to be used for overflow, but he recommends not opening the chamber to it until the infiltration of silt and sand is taken care of. Brad said they will look at after the next heavy rain. Repairs of the manholes will mitigate a lot of these issues. He feels less and less of the sand and silt will be seen at the sewer plant. Mr. Kenneth Trent from LRWA recommends going each week and checking the sand, silt and grit is in the system and keep monitored. Mr. Ken Kelly noted that liquidated damages still being accrued on the CWSRF-DEQ sewer project and Heather and Mayor Green said yes- no further extension had been discussed.

- E. Discussion of Water Well Project and rotation issues. Mayor Green said there is still an issue of the wells rotating. The relay has been changed. Gulf State Engineers, contractors and electrician have looked at the problem. Auxiliary contact will be changed next and hopefully this will fix it. Mayor Green stated that the Water/Sewer operator stated that Gulf State Engineers recommended to change the old system to be compatible with the new system- control panel. This is hardware and software per Brad and Mayor. Mr. Ken asked when it was engineered why this was noticed. Brad said he didn't know the latest on why the wells aren't communicating, nor exactly what the issue was. Mayor Green said she will have an electrician come change out the auxiliary contact. Mayor Green stated she is very frustrated that these project items are not completely fixed and it is continuing to cost the village money and that these costs will be passed on to the customers in increased utility rates if these are not fixed.

**\*New Business**

- A. Ken Kelly made a motion to table the adoption of the Information Security Policy and add to Handbook due to IT not completely finished with review and changes. Stacy Weldon seconded. All in favor.
- B. Reminder of the Community Thanksgiving Supper on Thursday, November 20, 2025, at 5:30pm at the Community Center, RSVP by Nov. 14, 2025. Meat will be provided. Also, Woodmen of the World will supply drinks.

**11. VILLAGE ATTORNEY**

**12. COUNCIL**

- A. Public hearing on amendments to Ordinance 26 C Zoning. Ordinance to become Ordinance 26D. Council stated they appreciated Heather taking the time to combine all the amendments into one ordinance for easy reference. Mr. Ken questioned the enforcement section- what was the appropriate action mentioned. Heather stated a fine or penalty could be issued and payable to the village. Code Compliance would be responsible for mentioning this. Public hearing closed.
- B. Ken Kelly made a motion to adopt **Ordinance 26D Zoning amendments**. Stacy Weldon seconded. Mea Dillehay-yea, Ken Kelly-yea, Stacy Weldon-yea Unanimous yea vote.
- C. Public hearing on an amendment to **Ordinance 03-17A1** changing speed limit on Poplar Street to 15mph on both sides of the road. Officer LaCaze had noted that one side was 15mph and the other side 20mph. Mayor Green stated this needed to be in place prior to the replacement of the Poplar Street Bridge. When the project begins- it will be closed for a year. The Allen Parish Police Jury received funding to replace it. Mr. Ken questioned the school driveway being used as an alternate route. Mea Dillehay is worried this will be a problem with the traffic passing through on school premises. She will discuss with the parish police jury. One resident questioned if there was going to be rails or a pedestrian walk because so many children fish off the bridge even though there are signs stating No Fishing Off Bridge. Mayor Green stated there will be rails, but there will not be a pedestrian walk. Ordinance to become 03-17A2. Hearing closed.
- D. Ken Kelly made a motion to adopt amendment to **Ordinance 03-17A2** changing speed limit on Poplar Street to 15mph on both sides of the road. Stacy Weldon seconded. Mea Dillehay-yea, Ken Kelly-yea, Stacy Weldon-yea Unanimous yea vote.
- E. Discussion of unpaid Occupational License in the Village (**Ordinance 9-99.1**) There are only 3 left that haven't been paid. Council signed a notice prepared by Heather for a final request for payment to send to them.
- F. Mea Dillehay questioned when will the blue sign be replaced. Mayor Green stated we need to get more quotes and if anyone knew of anyone that did this kind of work, please let us know.
- G. Ken Kelly made a motion to approve expenses for October 2025 and comparison of actual expenses to budget. Stacy Weldon seconded. All in favor.
- H. Mea Dillehay made a motion to adjourn. Ken Kelly seconded. All in favor.

APPROVED BY:/S/Mandy L Green, 11.17.25

Attest:/S/ Denise Lee, LCMClerk, 11.17.25