**Village of Elizabeth**

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Elizabeth, La 70638

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**Village of Elizabeth PUBLIC MEETING**

**Village Council Meeting was held 11/8/2021 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 Mandy L Green at 5:30pm. Prayer led by Mr. Dave Smith, then Pledge of Allegiance.

**Mayor, Council and Staff Present Council and Staff Absent:**

Mayor Mandy Green Winston Lambright, Fire Chief

Kelly Stalsby, Alderwoman Ken Kelly, Alderman

Angela Smith, Alderwoman

Denise Lee, Clerk

Mike Holmes, Village Attorney

Donna McIntosh, Property Compliance Mgr

Steven Self, Asst Fire Chief

1. Mayor Mandy Green asked if there is any member of the public wishing to make comments regarding any item on the agenda or concerns. Resident Rachael Williams voiced concerns of the new amendments to Zoning Ordinance 26A. The new changes would affect where she lives. Council to discuss. No other comments.
2. Mayor Green requested to add to the agenda for 1) Council to approve for Mayor to sign a contract with Avenu Insights to collect Occupational License on behalf of the Village. 2) For council to approve a Resolution to allow Village employees to be off and observe Veterans Day on Friday, November 12, instead of Thursday, November 11.
3. APPROVAL OF MINUTES
4. Kelly Stalsby made a motion to approve minutes from 10/11/21 meeting. Angela Smith seconded. All in favor.
5. Angela Smith made a motion to approve the agenda with additions. Kelly Stalsby seconded. All in favor.
6. MAYOR’S REPORT

**\*Old Business**

A. Update on Mold Remediation-Village meeting held November 1 at the Village Hall to discuss Mold Remediation and repairing the Village Hall. The Mayor stated that the people attending was briefed on the steps to repair Village Hall and approximate costs. They decided to have more meetings to discuss. The building was reinspected and still showed mold, so DryMax was called to come back to village hall.

B. The mayor stated that Orkin Inc came in and inspected the Village Hall for termites. They estimated to treat the building would be $10,000 since it hasn’t been done in 17 years and the yearly amount to continue treatment estimated at $2000.00.

**\*New Business**

A. Mrs. Donna McIntosh reported to council that parcel no. 0550017370, V.B. White, located at 411 Live Oak St. needs to be cleaned. The notice sent was returned. The council discussed to possibly reach her some other way and discuss cleanup options. Also discussed finding volunteers to help. The property must be cleaned due to overgrowth is covering where meters need to be read in the back alley. Mayor Green will try to contact Ms. White to discuss allowing more time and discuss payment options if the village has to clean property. Angela Smith made a motion to adopt **Resolution 48-2021** to allow Mrs. Donna to try to contact resident again and report back at next council meeting with solution to property cleanup. Kelly Stalsby seconded. Angela Smith-yea, Kelly Stalsby-yea, Ken Kelly-absent

B. Mrs. McIntosh also reported that the property located at 606 Cypress Street and 305 Cypress Street had been cleaned.

C. Rachael Williamson came forth and voiced her concerns on the amendments to Zoning Ordinance 26A. This ordinance would not allow her to rent her mobile home within Zone A or sell to a new property owner. She is currently grandfathered in under this ordinance but if ever decides to sell, the mobile home would have to be removed. She stated she has invested money in this property keeping it maintained and feels she would lose money if sold separately. She requested for this to be changed. Mr. Mike Holmes, Attorney, stated to her that she could apply for this to be changed and brought before the Council to decide.

D. The village received one sealed bid for the Hisun Side by Side. The Mayor opened and the bid was read aloud. Angela Smith made a motion to adopt **Resolution 49-2021** to award bid to J.J.Merchant in the amount of $1579.79. Kelly Stalsby seconded. Angela Smith-yea, Kelly Stalsby-yea, Ken Kelly-absent. Clerk will notify J.J. Merchant of award.

E. Angela Smith made a motion to accept resignation of Winston Lambright as Fire Chief as of November 1, 2021. Kelly Stalsby seconded. All in favor. He will remain as Captain on the Fire Department.

F. Council discussed Fire Department Fire Chief position. Winston Lambright had previously stated that he recommended Brandon Sweat to become the new Fire Chief. Angela Smith made a motion to appoint Brandon Sweat as Fire Chief effective November 1, 2021. Kelly Stalsby seconded. Angela Smith-yea, Kelly Stalsby-yea, Ken Kelly-absent.

G. There was a discussion of Fire Department Standard Operating Procedures and they need to be updated concerning invoices and approval of invoices. Several things need to be added in the Village Handbook as well to coincide.

H. Angela Smith made a motion to table the public hearing and adoption of **Ordinance 15-19A3** subsequent term Police Chief Salary until December 13 meeting at 5:30pm and clerk to publish notice of intent in Oakdale Journal. Kelly Stalsby seconded. Angela Smith-yea, Kelly Stalsby-yea, Ken Kelly- absent.

1. CLERK’S REPORT
2. Angela Smith made a motion to designate Denise Lee, Village Clerk to be Records Officer for the Board of Aldermen Retention Schedule. Kelly Stalsby seconded. All in favor.
3. Kelly Stalsby made a motion to authorize Mayor to sign Contract with Avenu Insights & Analytics which allows them to collect Village of Elizabeth Occupational License on behalf of the Village. Angela Smith seconded. All in favor.
4. VILLAGE ATTORNEY REPORT
5. Mike Holmes gave update on Hwy 10 annexation. We will proceed with the annexation as soon as possible.
6. The council discussed **Ordinance 34-21** which allows the Village to have a Code Compliance Officer for Zoning and Property Compliance. Angela Smith made a motion to table until December 13, 2021 meeting. Kelly Smith seconded. All in favor.
7. Police Chief gave monthly report of 25 tickets written and several calls.
8. Personnel- Police Chief requested to hire another officer- Karleigh Perkins part-time, besides the current part-time officer- Winston Lambright.
9. Police Department Budget-Chief Ford requested by notice to amend the budget by $500.00 more for Salaries.
10. Mayor responded by stating on October 20, 2021, Chief Ford had requested the Mayor to authorize her to provisionally hire Kyle McCain prior to the council meeting, but according to the law there needed to be a vacancy for the Mayor to authorize the appointment of an officer and at the present time there was not a vacancy. Therefore, the Mayor could not legally authorize the provisional appointment recommended by Chief Ford. Winston Lambright presented a letter of resignation to the Village AR Clerk to be sent to the Council, Mayor and Clerk on October 25, 2021. Then Mr. Lambright sent a text on October 26, 2021 to the Mayor that he wanted to withdraw his resignation. A letter to rescind his resignation was presented to the Mayor November 4, 2021, per Mike Holmes recommendation to the Mayor. Therefore, the decision to hire another officer would have to be made at the regular council meeting on November 8, 2021 due to no vacancy for this position and to amend the budget to cover salary expenses.
11. Alderwoman Angela Smith stated to Chief Ford that according to the notices received that Winston Lambright was still an employee and the Chief would have to decide whether to keep Mr. Lambright or terminate him. She said she would terminate him if the council did not vote to allow another position and amend the budget. Chief Ford called Mr. Lambright during the meeting and stated she was going to terminate him if necessary to allow for another position.
12. After discussion, Chief Ford verbally requested to amend the Police Budget to cover Winston Lambright and then to hire a second officer. She amended her budget request notice to be increased by $7000.00.
13. Angela Smith made a motion to pass **Resolution 50-2021** to amend the budget by increase of $2000.00 for continued payment of Winston Lambright and increase budget by $5000.00 for salary of a second hired officer for a total of $7000.00 increase for salaries. (Total budget for Police Dept salaries- $45,400.00) Kelly Stalsby seconded. Angela Smith-yea, Kelly Stalsby- yea, Ken Kelly-absent
14. Angela Smith made a motion to pass **Resolution 51-2021** to hire an additional officer subject to the budget as recommended by Chief Ford at hourly rate not to exceed $10.00/hr. Kelly Stalsby seconded. Angela Smith-yea, Kelly Stalsby-yea, Ken Kelly- absent
15. Angela Smith made a motion to pass **Resolution 52-2021** to hire Karleigh Perkins as the second officer. Kelly Stalsby seconded. Angela Smith- yea, Kelly Stalsby-abstain, Ken Kelly-absent, Mayor - yea
16. Handbook-no update.
17. Fire Chief monthly report- Steven Self- Asst chief presented the report.
18. No further comments from the Council.
19. Angela Smith made a motion for Council to approve expenses for October 2021 and comparison of actual expenses to budget. Kelly Stalsby seconded. All in favor.
20. Mr. Dave Smith came forth and questioned someone taking pictures of his camper on his property. Mayor Green stated that the new Code Compliance Officer- Mrs. Donna McIntosh was taking pictures of properties with campers and verifying that no one was living in campers due to ordinance states that no can set up residence on one lot that has a residence on it and can not put any more sewer hookups on the village sewer system.
21. Angela Smith made a motion to adjourn. Kelly Stalsby seconded. All in favor.

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Mandy L. Green, Mayor

ATTEST BY:

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Denise Lee, Clerk