

**MINUTES**  
**REGULAR TOWN COUNCIL MEETING**  
**VIVIAN TOWN HALL MEETING ROOM**  
**112 W. ALABAMA AVE.**  
**VIVIAN, LOUISIANA**  
**WEDNESDAY, MAY 11, 2022**  
**6:00 P.M.**

**CALL TO ORDER** - Mayor Festavan called the meeting to order at 6:00 p.m.

**INVOCATION** - Alderman James Martin opened the meeting in prayer.

**PLEDGE** - Mayor Festavan led all present in the Pledge of Allegiance.

**ROLL CALL - VERIFICATION OF QUORUM** - Board of Aldermen present for Roll Call were James Martin, Denise Alexander, Michael Guthrie, and Angela Channell; absent was Raymond Williams. Following Roll Call the Town Clerk verified that a quorum was present.

Also present were other elected officials and/or staff members: Ronnie Festavan - Mayor, Ryan Nelson - Chief of Police, Kellie Morris - Town Clerk, Douglas Dominick - Town Attorney and Bobby Smith - Zoning/Condemnation and Code Enforcement Officer.

**APPROVE AGENDA** - Mayor Festavan requested that Agenda item # 18A, Zoning Variance Hearing, be moved up on the Agenda between items # 5 and # 6 in the interest of time to allow Rev. Jeane of the Vivian United Pentecostal Church to conduct the Church's evening service. After hearing no objections from the Council motion to approve the agenda with this change was made by Denise Alexander, seconded by Angela Channell; all present approved.

**1. SCHOOL ANNOUNCEMENTS** - Ms. Suzie Willoughby, North Caddo Elementary-Middle School Counselor, made the following announcements concerning the Students-of-the-Month: **1)** Elementary Student-of-the-Month is Jacob Ezell and **2)** Middle School Student-of-the-Month is Keilee Milles.

Angela Channell, North Caddo Magnet High School Counselor, made the following school announcements: **1)** testing is wrapping up, **2)** Seniors depart 5/13, **3)** Graduation is 5/24, **4)** last day of school is 5/26, and **5)** the Summer Jump Start application deadline. She then introduced the Students-of-the-Month as follows: **a)** 12<sup>th</sup> grader Amelia Overstreet, **b)** 11<sup>th</sup> grader Dylan Gott, **c)** 10<sup>th</sup> grader Cole Guth, **d)** 9<sup>th</sup> grader Paisley Blaine, **e)** former 2-time 10<sup>th</sup> grade Student-of-the-Month Addison Martin, and **f)** former 12<sup>th</sup> grade Student-of-the-Month AND present Student-of-the-Year Olivia Stringham.

**2. GUEST SPEAKER - MIKE SPENCE, CADDO PARISH CLERK OF COURT** - Kara Crawford and Erin Gilcrease were in attendance on behalf of Mr. Spence to publicize the fact that election day poll workers were needed in the Parish. They also presented flyers with information to recruit workers for the paid positions.

**3. PUBLIC COMMENTS** - There were none.

**4. MONTHLY FINANCIAL REPORT** - Financial report including budget-to-actual comparisons was presented by Mayor Festavan. Following the report and discussion, motion to accept as presented was made by Michael Guthrie, seconded by James Martin; all present approved.

**5. APPROVAL OF MINUTES** - Motion to approve the Minutes for the April 11, 2022 Regular Council Meeting and the April 20, 2022 Special Called Meeting together in globo, as a unit, was made by James Martin, seconded by Angela Channell; all present approved.

**18A. ZONING VARIANCE HEARING** - Case # 577 - 900 S. Pecan St. - Vivian United Pentecostal Church.

Reverend Ricky Jeane, Pastor of Vivian United Pentecostal Church, was present on behalf of this case to request a 7½ foot variance to the rear of the church that would allow them to enlarge the facility. Following questions, answers and discussion, Zoning Officer Bobby Smith stated that he was in favor of granting the variance. Motion was then made to approve the variance by Denise Alexander, seconded by James Martin; all present approved.

**6. PUBLIC HEARING ON ORDINANCE # 773 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA** - AN ORDINANCE TO AMEND ORDINANCE # 727 OF 2019 BEING AN ORDINANCE TO REVOKE AND SET ASIDE TWO (2) ALLEYS LOCATED WITHIN THE TOWN LIMITS OF THE TOWN OF VIVIAN, CADDO PARISH, LOUISIANA.

Mayor Festavan opened the public hearing for comments FOR or AGAINST the Ordinance; none were made. He then declared the public hearing closed.

**7. THE BOARD OF ALDERMEN WILL CONSIDER THE FINAL ADOPTION OF ORDINANCE # 773 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA** - *See previous Agenda item.*

Motion to adopt Ordinance # 773 of 2022 of the Town of Vivian, Louisiana was made by Denise Alexander, seconded by Michael Guthrie; all present approved.

**8. PUBLIC HEARING ON ORDINANCE # 774 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA** - AN ORDINANCE TO ADOPT THE MILLAGE RATES FOR THE 2022 TAX YEAR IN AND FOR THE TOWN OF VIVIAN, LOUISIANA.

Mayor Festavan opened the public hearing for comments FOR or AGAINST the Ordinance; none were made. He then declared the public hearing closed.

**9. THE BOARD OF ALDERMEN WILL ADOPT ORDINANCE # 774 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA** - AN ORDINANCE TO ADOPT THE MILLAGE RATES FOR THE 2022 TAX YEAR IN AND FOR THE TOWN OF VIVIAN, LOUISIANA.

Motion to adopt Ordinance # 774 of 2022 of the Town of Vivian, Louisiana was made by Angela Channell, seconded by Denise Alexander; all present approved.

**10. INTRODUCTION OF ORDINANCE # 775 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA** - AN ORDINANCE TO AMEND AND SUPPLEMENT THE TOWN OF VIVIAN'S BUDGET ORDINANCE # 758 OF 2021 - To reflect the appropriate revenues and expenditures.

Motion to introduce Ordinance # 775 of 2022 of the Town of Vivian, Louisiana was made by Denise Alexander, seconded by Michael Guthrie; all present approved.

**There will be a public hearing prior to the adoption of Ordinance # 775 at the Special Called Town Council Meeting at 4:30 p.m. on Wednesday, June 29, 2022 at the Vivian Town Hall, located at 112 W. Alabama Ave. in Vivian, Louisiana.**

**11. INTRODUCTION OF ORDINANCE # 776 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE TO ADOPT THE TOWN OF VIVIAN'S 2022-2023 BUDGET OF REVENUES AND EXPENDITURES.**

Motion to introduce Ordinance # 776 of 2022 of the Town of Vivian, Louisiana was made by James Martin, seconded by Angela Channell; all present approved.

**There will be a public hearing prior to the adoption of Ordinance # 776 at the Special Called Town Council Meeting at 4:30 p.m. on Wednesday, June 29, 2022 at the Vivian Town Hall, located at 112 W. Alabama Ave. in Vivian, Louisiana.**

**12. INTRODUCTION OF ORDINANCE # 777 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE TO AMEND CHAPTER 4 - ANIMALS AND FOWL, ARTICLE IV -SPECIAL PROVISIONS.**

Motion to introduce Ordinance # 777 of 2022 of the Town of Vivian, Louisiana was made by Denise Alexander, seconded by James Martin; all present approved.

**There will be a public hearing prior to the adoption of Ordinance # 777 at the Regular Town Council Meeting at 6:00 p.m. on Monday, June 13, 2022 at the Vivian Town Hall, located at 112 W. Alabama Ave. in Vivian, Louisiana.**

**13. THE BOARD OF ALDERMAN WILL CONSIDER THE ADOPTION OF RESOLUTION # 6 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA - A RESOLUTION AUTHORIZING CHIEF OF POLICE TO DONATE/TRANSFER VEHICLES FROM THE VIVIAN POLICE DEPARTMENT TO THE TOWN OF VIVIAN FOR INSURANCE AND RECORD MAINTAINANCE PURPOSES.**

Motion to adopt Resolution # 6 of 2022 was made by Denise Alexander, seconded by Michael Guthrie; all present approved.

**14. THE BOARD OF ALDERMAN WILL CONSIDER THE ADOPTION OF RESOLUTION # 7 OF 2022 OF THE TOWN OF VIVIAN, LOUISIANA - A RESOLUTION ACKNOWLEDGING THAT THE BOARD OF ALDERMEN HAS REVIEWED AN INTERNAL "MUNICIPAL WATER POLLUTION PREVENTION REPORT".**

Motion to adopt Resolution # 7 of 2022 was made by Michael Guthrie, seconded by James Martin; all present approved.

**15. THE BOARD OF ALDERMEN WILL CONSIDER THE SELECTION AND CONFIRMATION OF THE CADDO CITIZEN AS THE TOWN'S OFFICIAL JOURNAL -**

For the period July 1, 2022 to June 30, 2023.

Motion to select and confirm The Caddo Citizen as the Town's Official Journal for the period stated was made by Denise Alexander, seconded by James Martin' all present approved.

**16. HIRING OF POLICE PERSONNEL - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL FOR THE VIVIAN POLICE DEPARTMENT - Charlotte Tems - Part-time Dispatcher - \$10.00 per hour.**

Motion to approve the recommendation to hire was made by Michael Guthrie, seconded by James Martin; all approved.

**17. REVIEW OF POLICE DEPARTMENT PROBATIONARY STATUS(es) - 1)** Patricia Eddins - Part-time Police Officer/Dispatcher - Hired March 4, 2022, and **2)** Sabrina Eddins - Part-time Police Officer/Dispatcher - Hired March 4, 2022. Chief Nelson's recommendation was to remove **1)** Patricia Eddins and **2)** Sabrina Eddins from probationary status. Motion to approve Chief Nelson's recommendation in globo, as a unit, was made by Denise Alexander, seconded by Michael Guthrie; all present approved.

**18. ZONING, CONDEMNATION & CODE ENFORCEMENT MATTERS -**

**A. ZONING VARIANCE HEARING - Case # 577 - 900 S. Pecan St. - Vivian United Pentecostal Church.**

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**B. COMPLETE ZONING/CONDEMNATION & CODE ENFORCEMENT REPORT –** Zoning/Condemnation and Code Enforcement Officer Smith presented the Council and others at the bench a written report. His report included the following properties: **1)** 210 Rocky Ln., **2)** 325 W. Arkansas Ave., **3)** 1012 Lilli St., **4)** 804 W. Georgia Ave., **5)** 250 E. Texas Ave., **6)** 710 W. Nevada Ave., **7)** 502 S. Spruce St., **8)** 221 Bailey St., **9)** 310 California Ave., **10)** 405 Bailey St., **11)** 301 S. Pardue St., **12)** 203 Pennsylvania Ave., **13)** 605 S. E. Front St., **14)** 625 S. E. Front St., and **15)** 615 S. Pecan St. Following Officer Smith's report there was discussion held concerning 317 W. Atlanta St. in Vivian and reinitiating the condemnation status of this property.

**MAYOR'S REPORT -** Mayor Festavan gave a report on the following: **1)** a letter written to Ken Ward with Caddo Parish requesting that the local waste compactor be opened on Sunday, **2)** the LMA District meeting to be held in Haughton on Monday, June 20, **3)** an increase in the garbage rates being charged by Republic Services, **4)** a letter/report from Louisiana Economic Development concerning the credits on the old boat plant, **5)** census numbers of the town and the surrounding area, **6)** the location for the new Police station, **7)** the Vivian Farmers Market, **8)** elected officials Personal Financial Reports due by May 15, and **9)** the status of the stop sign to be placed at Old Atlanta & Upper-Stateline Rds.

**ANNOUNCEMENTS BY BOARD OF ALDERMEN -** Angela Channell announced the date and time of the North Caddo Magnet High School Graduation.

**ADJOURN -** Motion to adjourn was made by Denise Alexander, seconded by James Martin; all approved. Meeting was adjourned at 7:42 p.m.

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**Kellie Morris, Town Clerk**

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**Ronnie Festavan, Mayor**  
**May 24, 2022**