

**MINUTES**  
**REGULAR TOWN COUNCIL MEETING**  
**VIVIAN TOWN HALL MEETING ROOM**  
**112 W. ALABAMA AVE.**  
**VIVIAN, LOUISIANA**  
**MONDAY, AUGUST 12, 2024**  
**6:00 P.M.**

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, Raymond Williams, and Robert Green, Jr; absent was Samuel Hodge. Following Roll Call the Town Clerk verified that a quorum was present.

Also present were other elected officials and/or staff members: Mayor Ronnie Festavan, Deputy Police Chief Perry Hart, Town Clerk Kellie Morris, and Town Attorney Douglas Dominick.

**APPROVE AGENDA** - An amendment to the Agenda was needed to include the confirmation of Auditors for the 2023-2024 Audit as Agenda item # 14.

Motion to amend the Agenda by adding Agenda item # 14 was made by Robert Green, Jr., and seconded by Raymond Williams. Following the motion and second, Mayor Festavan opened a Public Hearing for public comments FOR or AGAINST amending the Agenda; none were made. He then closed the Public Hearing. Following the Hearing the vote to amend the Agenda was taken with all present approving. Motion was then made to approve the Agenda as amended by Robert Green, Jr., seconded by Raymond Williams; all present approved.

**1. PUBLIC COMMENTS** - **1)** Ms. Stephanie Schultz of 602 N. Pine St. in Vivian, and **2)** Ms. Eileen Wagner of Deer Park, Texas were both present to speak on the status of Ms. Schultz's home which is on the Condemnation List; **3)** Mr. Patrick Furlong, Executive Director of the Caddo Levee District was in attendance to introduce himself to all present and to tell a little about himself and the District.

**2. MONTHLY FINANCIAL REPORT** - Financial report including budget-to-actual comparisons was presented by Mayor Festavan. Following the report and discussion, a motion to accept as presented was made by Raymond Williams, seconded by Robert Green, Jr.; all present approved.

**3. APPROVAL OF MINUTES** - Motion to approve the Minutes for the July 15, 2024 Special Called Council Meeting was made by James Martin, seconded by Raymond Williams; all present approved.

**4. PUBLIC HEARING ON ORDINANCE # 798 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE TO ADOPT THE MILLAGE RATES FOR THE 2024 TAX YEAR IN AND FOR THE TOWN OF VIVIAN, LOUISIANA.**

Mayor Festavan opened the public hearing for comments FOR or AGAINST Ordinance # 798; none were made. He then declared the public hearing closed.

**5. THE BOARD OF ALDERMEN WILL ADOPT ORDINANCE # 798 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE TO ADOPT THE MILLAGE RATES FOR THE 2024 TAX YEAR IN AND FOR THE TOWN OF VIVIAN, LOUISIANA.**

Motion to adopt Ordinance # 798 of 2024 was made by Raymond Williams, seconded by James Martin; all present approved.

**6. PUBLIC HEARING ON ORDINANCE # 799 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE FOR THE CODE OF ORDINANCE, TOWN OF VIVIAN, LOUISIANA, TO AMEND AND SUPPLEMENT ARTICLE I. IN GENERAL OF CHAPTER 15- STREETS, SIDEWALKS AND OTHER**

**6. PUBLIC HEARING ON ORDINANCE # 799 - cont'd.**

PUBLIC PLACES TO INCLUDE SECTION 15-8 LITTERING UPON THE TOWN RIGHTS OF WAYS AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

Mayor Festavan opened the public hearing for comments FOR or AGAINST Ordinance # 799; none were made. He then declared the public hearing closed.

**7. THE BOARD OF ALDERMEN WILL CONSIDER THE FINAL ADOPTION OF ORDINANCE # 799 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - See previous Agenda item.**

Motion to adopt Ordinance # 799 of 2024 was made by Raymond Williams, seconded by Denise Alexander; all present approved.

**8. PUBLIC HEARING ON ORDINANCE # 800 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE FOR THE CODE OF ORDINANCE, TOWN OF VIVIAN, LOUISIANA, TO AMEND AND SUPPLEMENT ARTICLE I. IN GENERAL OF CHAPTER 15- STREETS, SIDEWALKS AND OTHER PUBLIC PLACES TO INCLUDE SECTION 15-9 OBSTRUCTION OF DRAINAGE WITHIN THE TOWN OF VIVIAN AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

Mayor Festavan opened the public hearing for comments FOR or AGAINST Ordinance # 800; none were made. He then declared the public hearing closed.

*\*Alderman Robert Green, Jr. exited the meeting at 6:26 p.m.*

**9. THE BOARD OF ALDERMEN WILL CONSIDER THE FINAL ADOPTION OF ORDINANCE # 800 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - See previous Agenda item.**

Motion to adopt Ordinance # 800 of 2024 was made by Raymond Williams, seconded by James Martin; all present approved.

**10. PUBLIC HEARING ON ORDINANCE # 801 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - AN ORDINANCE TO AMEND AND SUPPLEMENT THE TOWN OF VIVIAN'S BUDGET ORDINANCE # 795 OF 2024 TO REFLECT THE APPROPRIATE REVENUES AND EXPENDITURES. Insurance increase & Capital Project addition.**

Mayor Festavan opened the public hearing for comments FOR or AGAINST Ordinance # 800; none were made. He then declared the public hearing closed.

**11. THE BOARD OF ALDERMEN WILL CONSIDER THE FINAL ADOPTION OF ORDINANCE # 801 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - See previous Agenda item.**

Motion to adopt Ordinance # 801 of 2024 was made by Raymond Williams, seconded by James Martin; all present approved.

**12. THE BOARD OF ALDERMAN WILL CONSIDER THE ADOPTION OF RESOLUTION # 10 OF 2024 OF THE TOWN OF VIVIAN, LOUISIANA - A RESOLUTION ADOPTING THE CADDO PARISH HAZARD MITIGATION PLAN 2024.**

Motion to adopt Resolution # 10 of 2024 was made by Raymond Williams, seconded by James Martin; all present approved.

**13. PROMOTION OF POLICE PERSONNEL - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE'S RECOMMENDATION TO PROMOTE THE FOLLOWING INDIVIDUALS: 1) DaAveon Benjamin - Sargeant to Lieutenant - Hire date, June 28, 2021 and 2) Eric Brooks - Officer to Sargeant - Hire date, February 13, 2023.**

1) Motion to approve Chief Nelson's recommendation to promote DaAveon Benjamin to the rank of Lieutenant was made by Raymond Williams, seconded by James Martin; all present approved, with the exception of Denise Alexander who abstained from the vote.

2) Motion to approve Chief Nelson's recommendation to promote Eric Brooks to the rank of Sargeant was made by Raymond Williams, seconded by James Martin; all present approved, with the exception of Denise Alexander who abstained from the vote.

**14. THE BOARD OF ALDERMEN WILL CONSIDER THE SELECTION AND CONFIRMATION OF COOK & MOREHART, CERTIFIED PUBLIC ACCOUNTANTS, AS THE TOWN'S OFFICIAL AUDITOR(S) - To perform audit(s) for the fiscal year ended June 30, 2024.**

Motion to confirm Cook & Morehart as the Town's Official Auditors to perform audits for the 2023-2024 fiscal year was made by Raymond Williams, seconded by James Martin; all present approved.

❖ **ZONING & CONDEMNATION MATTERS - Officer Bobby Smith**

**A. THE BOARD OF ALDERMEN WILL CONTINUE TO REVIEW THE FOLLOWING PROPERTY:** Trailer Park @ 402 Memory Lane - Jessie Heard, owner.

No one was present on behalf of this property. No discussion held and no action taken.

**B. THE BOARD OF ALDERMEN WILL CONTINUE TO REVIEW THE FOLLOWING PROPERTIES FOR CONDEMNATION:**

1) 308 W. Moore St. - Property owner, Robert Kovacs of Bossier City, Louisiana was present on behalf of this property with a report on the work done and progress made on this property. Following questions, answers and much discussion, motion to continue this case at the September 9, 2024 Regular Council Meeting was made by Denise Alexander, seconded by Raymond Williams; all present approved.

2) 215 Vassar St. - No one was present on behalf of this case. Officer Smith's written report was presented, noting improvements made to the property and his recommendation to remove it from the Condemnation List. Following questions, answers and discussion, motion to remove this property from the Condemnation List as recommended was made by Raymond Williams, seconded by James Martin; all present approved.

**C. ZONING/CONDEMNATION REPORT** - Officer Smith's written report to the Council also included the following addresses with violations and status of each in the report: **1)** 602 N. Pine St., **2)** 606 N. Pine St., **3)** 14490 Old Atlanta Rd., and **4)** 616 Magnolia St.

❖ **CODE ENFORCEMENT MATTERS - Officer Johnnie Hough**

**A. CODE ENFORCEMENT REPORT** - Officer Hough gave the following written and oral report: 45 (forty-five) properties; 10 (ten) new cases have been opened, 22 (twenty-two) cases have been closed, plus 4 (four) new cases and 6 (six) cases for review were on the docket to be heard in Environmental Court on Wednesday, August 14, 2024. Additional addresses discussed by those present were **1)** 509 S. Pardue., and **2)** 504 S. Pardue St., **3)** the corner of NE Front St. & E. Tennessee Ave., and **4)** the washateria located at the corner of E. Oklahoma and S. Pardue St.

**MAYOR'S REPORT** - Mayor Festavan gave a report on the following: **1)** a request from Louisiana State University-Alexandria for the long-term loan of the military tank that is located at the Armory.

**ANNOUNCEMENTS BY BOARD OF ALDERMEN** - There were none.

**ADJOURN** - Motion to adjourn was made by Raymond Williams, seconded by James Martin; all approved. Meeting was adjourned at 7:13 p.m.

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Kellie Morris, Town Clerk

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Ronnie Festavan, Mayor  
August 19, 2024