

MINUTES
REGULAR TOWN COUNCIL MEETING
VIVIAN TOWN HALL MEETING ROOM
112 W. ALABAMA AVE.
VIVIAN, LOUISIANA
MONDAY, JUNE 9, 2025
6:00 P.M.

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

INVOCATION - Alderman Samuel Hodge 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, Samuel Hodge, Raymond Williams, and Robert Green, Jr. 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, Police Chief Ryan Nelson, Town Clerk Kellie Morris and Town Attorney Douglas Dominick.

APPROVE AGENDA - Motion to approve the Agenda as presented was made by Raymond Williams, seconded by Samuel Hodge; all approved.

1. PUBLIC COMMENTS - There were none.

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 Samuel Hodge, seconded by Raymond Williams; all approved.

Mayor Festavan also gave the following status on the following audit findings: **1) 2024-001 Finding - Budget**; newly hired consultant will keep a closer eye on this to prevent this in the future, **2) 2024-002 Finding - Late submission of audit report**; the yearly audit was submitted to the Louisiana Legislative Auditor on March 31, 2025, **3) 2024-003 Material Weakness - Bank Reconciliations**; newly hired consultant has reported that all of the bank reconciliations are up-to-date, and **4) 2024-004 Material Weakness – Utility Fund Accounts Receivable**; “During our audit, we noted that the utility fund accounts receivable per the subsidiary billing software was not being reconciled to the general ledger. Significant additional time was needed to reconcile the accounts receivable per the general ledger to the subsidiary billing software, and material adjustments were required to reconcile the accounts receivable balance per the general ledger.”; working to correct this finding.

3. APPROVAL OF MINUTES - Motion to approve the Minutes for the May 12, 2025 Regular Town Council Meeting was made by James Martin, seconded by Raymond Williams; all approved.

4. 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, 2025 to June 30, 2026. Motion to approve the selection of the Caddo Citizen as the Official Journal was made by Raymond Williams, seconded by Samuel Hodge; all approved.

5. PROMOTION OF POLICE PERSONNEL - THE BOARD OF ALDERMEN WILL CONSIDER THE CHIEF OF POLICE’S RECOMMENDATION TO PROMOTE THE FOLLOWING INDIVIDUAL: Jeremiah Carroll - Officer to Full-time Sargeant - Most recent hire date, May 12, 2025. Chief Nelson spoke on behalf of his recommendation. Following his remarks and opportunity for questions for Officer Carroll from the Council, motion to approve Chief Nelson’s recommendation to promote Officer Carroll to the rank of Full-time Sargeant was made by Samuel Hodge, seconded by Raymond Williams; all approved.

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

A. CONSIDERATION OF VARIANCE EXTENSION - Case # 634 – 1036 S. Pine St. – Krystal Humphries. Mrs. Humphries was present on behalf of this matter relating to the existing variance already granted. Following questions, answers and discussion, motion to grant the variance extension until the September 8, 2025 Regular Council Meeting was made by Samuel Hodge, seconded by Raymond Williams; all approved.

B. THE BOARD OF ALDERMEN WILL CONTINUE TO REVIEW THE FOLLOWING PROPERTY FOR CONDEMNATION - 207 E. Texas Ave.

Ms. Guadalupe Mendez, property owner, was present on behalf of this matter. Following questions, answers and discussion, motion to continue at the July 14, 2025 Regular Council Meeting was made by Raymond Williams, seconded by Robert Green, Jr.; all approved.

C. THE BOARD OF ALDERMEN WILL HOLD A HEARING AND CONSIDER THE FOLLOWING PROPERTY FOR FINAL CONDEMNATION - Lot 1 & E/2 of Lots 2, Block 14, Christian Heights Addition, with a municipal address of 327 E. Oklahoma, Vivian, La 71082 GEO# 221626-127-0028-00.

No one was present on behalf of this property. Officer Smith reported on this address stating that the condition of the property has not changed and he recommended condemnation. Following Officer Smith's report, Attorney Dominick read aloud the Curator report from Attorney Dorothy Jackson. Following the reports, motion to move forward with final condemnation was made by Raymond Williams, seconded by Samuel Hodge; all approved.

D. REQUEST FOR REMOVAL FROM THE CONDEMNATION LIST - 616 Magnolia St. *No action taken.*

**Police Chief Ryan Nelson exited the meeting at 6:22 p.m.*

E. REVIEW OF CONDEMNATION LIST - **1)** 425 S. Pecan St., **2)** 113 N. Walnut St., **3)** 121 Milner St., **4)** 308 W. Moore St., **5)** 9384 Hosston Rd., **6)** 520 W. Georgia Ave., **7)** 304 E. Oklahoma Ave., **8)** 602 N. Pine St., **9)** 616 Magnolia St., **10)** 207 E. Texas Ave., and **11)** 421 E. Texas Ave.

During review of the List and discussion the following actions were taken on the following addresses: **3)** 121 Milner St. - Motion to move forward with the condemnation process was made by Denise Alexander, seconded by Samuel Hodge; all approved - **5)** 9384 Hosston Rd. - Motion to remove from the condemnation list and refer to Code Enforcement was made by Raymond Williams, seconded by Samuel Hodge; all approved - **11)** 421 E. Texas Ave. - Motion to move forward with the condemnation process was made by Denise Alexander, seconded by Raymond Williams; all approved. Denise Alexander also requested that the owner of this property attend the July 14, 2025 Regular Council Meeting.

F. ZONING/CONDEMNATION REPORT - Previously discussed.

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

A. CODE ENFORCEMENT REPORT - Officer Hough gave the following written and oral report: 16 (sixteen) properties; 7 (seven) cases closed, 16 (sixteen) new cases opened, and 1 (one) new case and 2 (two) cases for review would be heard in Environmental Court on Wednesday, June 18th. 1 case at 325 W. Arkansas Ave. is in the process of being abated. Additional properties discussed were **1)** 421 W. Kentucky and **2)** the properties at the corner of Upper Stateline & Old Atlanta Rds.

MAYOR'S REPORT - Mayor Festavan gave a report on the following: **1)** the garbage, trash collection, service, **2)** the Juneteenth Holiday for employees on Thursday, June 19th, **3)** the Juneteenth Celebration at Legion Hills that was held on Saturday, June 7th, **4)** the Grand Opening of the new Swim Complex to be held on Wednesday, June 11th, and **5)** the LMA District Meeting to be held in Minden on Monday, June 23rd.

ANNOUNCEMENTS BY BOARD OF ALDERMEN - There were none.

ADJOURN - Motion to adjourn was made by Robert Green, Jr., seconded by Samuel Hodge; all approved. Meeting was adjourned at 6:58 p.m.

Kellie Morris, Town Clerk
June 20, 2025

Ronnie Festavan, Mayor