**VILLAGE OF ESTHERWOOD**

**BOARD OF ALDERMAN**

**THURSDAY, JUNE 9, 2022, AT 6:00 P. M.**

**TOWN HALL MEETING ROOM**

The Board of Alderman for the Village of Estherwood met on the above date at 6:00p.m., in the Town Hall Meeting Room, 124 N LeBlanc Estherwood, La, in regular session with the Mayor Donna Bertrand presiding. Alderwoman Emily Mire gave the opening prayer followed by the Pledge of Allegiance recited in unison. The roll was call and final attendance was recorded as follows:

Alderwoman/Mayor Pro-Tem Emily Mire

Alderwoman JoAnn Trahan

Alderman Michael Stutes - Absent

A motion was offered by Ald. Mire, seconded by Ald. Trahan to amend the agenda to add Ordinance 167 adopting the amended operating budget of Revenue and expenditures for July 1, 2021, to June 30, 2022, and adopting Records Retention Policy.

A motion was offered by Ald. Mire, seconded by Ald. Trahan to dispense with the reading and approve of the minutes of the May 12, 2022, Regular Meeting as written.

A motion was offered by Ald. Trahan, seconded by Ald. Mire to review, and approve financial statement

Mr. Jonas Harrington w/ Mader Engineering, Inc. gave updates on pending project

**VILLAGE OF ESTHERWOOD**

**ORDINANCE NO. 166**

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUES AND EXPENDITURES FOR THE YEAR BEGINNING JULY 1, 2022, THROUGH JUNE 30, 2023. BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE VILLAGE OF ESTHERWOOD, LOUISIANA, met in Regular Meeting session in the Town Hall Meeting Room on this 9th day of June 2022 that:

SECTION 1. That the attached detailed estimate of revenue for the year beginning July 1, 2022, and ending June 30, 2023, and is hereby adopted to serve as an Operating Budget of Revenues for the Village of Estherwood, Louisiana during the same period.

SECTION 2. That attached estimate of expenditures, by departments, for the year beginning July 1, 2022, and ending June 30, 2023, and the same is hereby adopted to serve as a Budget of Expenditures for the Village of Estherwood, Louisiana during the same period.

SECTION 3: The adopting of this operation Budget of Expenditures is hereby declared to operate as an appropriation of the amounts therein set within the terms of the budget classification.

SECTION 4: Amounts are available for expenditures only to the extent included with the 2022-2023 budget document, presented as estimated amounts.

SECTION 5: The Mayor of the Village of Estherwood shall have the authority to make changes within each department’s operating budget to the extent that the department’s total budget allocation is not modified without approval by the governing authority (Board of Alderman). Modifications which change a department’s total budget allocation must be approved by the Board of Alderman. Additionally, all modifications to budgeted capital outlay must be approved by the Board of Alderman.

Notice of introduction of this Ordinance, required by law was published on \_\_May 24, 2022\_\_\_.

After a public hearing was held the above ordinance was adopted on a vote taken by yeas and nays entered on the minutes of the clerk as follows:

 YEAS NAYS ABSENT ABSTAIN

Emily Mire \_X\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_

JoAnn Trahan \_X\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_

Michael Stutes \_\_\_\_\_ \_\_\_\_\_ \_\_X\_\_ \_\_\_\_\_

WHEREUPON the Mayor declared the above Ordinance be duly adopted on this 9th day of June 2022.

ATTEST:

\_/S/ TANNIA MOUTON\_\_\_\_\_\_\_\_\_ \_ /S/ DONNA BERTRAND\_\_

Tannia Mouton Donna Bertrand

Village Clerk Mayor

The following ordinance was offered by Ald. Emily Mire\_\_\_, seconded by \_Ald. JoAnn Trahan\_\_\_.and duly resolved and adopted.

 **VILLAGE OF ESTHERWOOD**

 **ORDINANCE NO. 167**

AN ORDINANCE ADOPTING THE AMENDED OPERATING BUDGET OF REVENUES AND EXPENDITURES FOR THE YEAR BEGINNING JULY 1, 2021, THROUGH JUNE 30, 2022. BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE VILLAGE OF ESTHERWOOD, LOUISIANA, met in Regular Meeting session in the Town Hall Meeting Room on this 9th day of June 2022 that:

SECTION 1. That the attached detailed estimate of revenue for the year beginning July 1, 2021, and ending June 30, 2022, and is hereby adopted to serve as the Amended Operating Budget of Revenues for the Village of Estherwood, Louisiana during the same period.

SECTION 2. That attached estimate of expenditures, by departments, for the year beginning July 1, 2021, and ending June 30, 2022, and is hereby adopted to serve as the Amended Budget of Expenditures for the Village of Estherwood, Louisiana during the same period.

SECTION 3: The adopting of this operation Budget of Expenditures is hereby declared to operate as an appropriation of the amounts therein set within the terms of the budget classification.

SECTION 4: Amounts are available for expenditures only to the extent included with the 2021-2022 budget document, presented as estimated amounts.

SECTION 5: The Mayor of the Village of Estherwood shall have the authority to make changes within each department’s operating budget to the extent that the department’s total budget allocation is not modified with approval by the governing authority (Board of Alderman). Modifications which change a department’s total budget allocation must be approved by the Board of Alderman. Additionally, all modifications to budgeted capital outlay must be approved by the Board of Alderman.

The above ordinance was adopted on a vote taken by yeas and nays entered on the minutes of the clerk as follows:

 YEAS NAYS ABSENT ABSTAIN

Emily Mire \_X\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_

JoAnn Trahan \_X\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_

Michael Stutes \_\_\_\_\_ \_\_\_\_\_ \_\_X\_\_\_ \_\_\_\_\_

WHEREUPON the Mayor declared the above Ordinance be duly adopted on this 9th day of June 2022.

ATTEST:

/S/ TANNIA MOIUTON \_ \_/S/ DONNA BERTRAND

Tannia Mouton Donna Bertrand

Village Clerk Mayor

**RESOLUTION**

**2022-005**

The following resolution was offered by Ald. Mire, seconded by Ald. Trahan, and duly resolved and adopted.

 **BE IT RESOLVED** that the following millage is hereby levied on the 2022 tax roll on all property subject to taxation for the Village of Estherwood.

**MILLAGE**

 **General Alimony 7.02 MILLS**

**BE IT FURTHER RESOLVED** that the proper administrative officials of the Parish of \_Acadia\_, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 20\_22\_\_, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

 The foregoing resolution was read in full; the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

 YEAS: 2

 NAYS: 0

 ABSENT: 1

 ABSTAINED: 0

ADOPTED: June 9, 2022

ATTEST:

 /s/ TANNIA MOUTON /s/ DONNA BERTRAND

Tannia Mouton Donna Bertrand

Village Clerk Mayor

**RESOLUTION**

**2022-010**

The following motion was offered by Ald. Trahan, seconded by Ald. Mire, and duly resolved and adopted.

**WHEREAS** an electrical permit is being required by Entergy prior to connection for new service.

**THEREFORE,** for the administrative time and cost, a nominal fee of $5.00 will be in effect immediately.

**THEREFORE, BE IT RESOLVED** by the Board of Alderman, Village of Estherwood, in regular session duly convened on this the 9th day of June 2022, does hereby authorize a $5.00 fee for new electrical permits submitted to Entergy.

 ADOPTED: JUNE 9, 2022

 ATTEST:

/s/ TANNIA MOUTON /s/ DONNA BERTRAND

 Tannia Mouton Donna Bertrand

 Village Clerk Mayor

**RESOLUTION**

**2022-011**

The following motion was offered by Ald. Mire, seconded by Ald. Trahan, and duly resolved and adopted.

**WHEREAS** the Village of Estherwood has a fee of $5.00 for copies of accident reports,

**THEREFORE,** for the administrative time and cost, the fee for copies of accident reports will be increased to $10.00 effect immediately.

**THEREFORE, BE IT RESOLVED** by the Board of Alderman, Village of Estherwood, in regular session duly convened on this the 9th day of June 2022, does hereby authorize the increase in cost of accident reports from $5.00 to $10.00.

ADOPTED: JUNE 9, 2022

ATTEST:

/s/ TANNIA MOUTON /s/ DONNA BERTRAND

 Tannia Mouton Donna Bertrand

 Village Clerk Mayor

**RESOLUTION**

**2022-012**

The following motion was offered by Ald. Trahan, seconded by Ald. Mire, duly resolved and adopted.

**WHEREAS** the Village of Estherwood must maintain all requirements of the Personnel Policy and Procedure Manuel;

**WHEREAS** agreed upon procedures for auditing requirements must now include the following items be incorporated into the Personnel Policy and Procedure Manuel;

1. Village of Estherwood Business Continuity Plan
2. The Family and Medical Leave Act
3. Sexual Harassment Policy
4. Records Retention Policy

**THEREFORE, BE IT RESOLVED** by the Board of Alderman, Village of Estherwood, in regular session duly convened on this the 9th day of June 2022, does hereby authorize the above policy’s to be included in the Personnel Policy and Procedure Manuel.

ADOPTED: JUNE 9, 2022

ATTEST:

/s/ TANNIA MOUTON /s/ DONNA BERTRAND

 Tannia Mouton Donna Bertrand

 Village Clerk Mayor

Chief Wayne Welsh gave the monthly police report.

Public Comment:

Mayor Announcements

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE MEETING, THE**

**MOTION WAS OFFERED BY ALDERWOMAN EMILY MIRE, SECONDED BY**

**ALDERWOMAN JOANN TRAHAN, THAT THE MEETING ADJOURN UNTIL THE**

**NEXT SCHEDULED MEETING ON THURSDAY, JULY 14, 2022, AT THE HOUR**

**OF 6:00 P.M**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Tannia Mouton Donna Bertrand

 Village Clerk Mayor

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**CERTIFICATE**

I, TANNIA MOUTON, Clerk of the Village of Estherwood, do hereby certify that the above minutes are a true and correct copy adopted by the Village of Estherwood in regular session on June 9, 2022.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Tannia Mouton Village Clerk

 Village of Estherwood

 124 N. LeBlanc St.

 Estherwood, La 70534

 (337) 783-0464