

MINUTES OF A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF ST. MARTINVILLE, LOUISIANA
HELD ON THE 20th DAY OF JANUARY, 2026.

The Mayor and City Council of the City of St. Martinville, Louisiana met in Regular Session on the 20th day of January 2026 at City Hall, their regular meeting place, pursuant to the call of the Mayor.

THERE were present: Jason Willis, Mayor

Mike Fuselier, Councilman

Carol Frederick, Councilwoman

Jonas Fontenette, Councilman

Janise Anthony, Councilwoman

Flo Chatman, Councilwoman

Allan L. Durand, City Attorney

THERE were absent: None

Mayor Jason Willis presiding called the meeting to order.

It was moved by Councilwoman Anthony duly seconded by Councilwoman Chatman and unanimously carried that the minutes of the regular meeting held December 15, 2025, hereby be approved for publication in the Teche News, the Official Journal of the City of St. Martinville.

Mayor Willis asked if anyone had questions regarding the Financial Report prepared by CFO Katy Bujard and include in council packets. There were no questions.

Councilman Fontenette entered the meeting.

Mr. Joe Paris was not present at the meeting to discuss his requested item to create Friends of Magnolia Park to assist with park.

Upon recommendation of CRT Director Danielle Fontenette, it was moved by Councilwoman Frederick duly seconded by Councilwoman Anthony and unanimously carried that the following LCDBG23 Clearance Grant Citizen's Complaint Procedure policy be adopted as presented.



CITIZEN COMPLAINT POLICY

SECTION 1: POLICY

It is the policy of the City of St. Martinville (the Grantee) to review and respond to all CDBG-DR complaints received by the Grantee.

SECTION 2: COMPLAINT PROCEDURE

The following procedures will be followed on all complaints related to the CD BG-DR program received by the Grantee.

1. The complainant shall notify the City Clerk of the complaint. The initial complaint may be expressed orally or by the written correspondence.
2. The City Clerk will notify the Chief Elected Official or designated representative of the complaint within two (2) working days.
3. The Chief Elected Official or designated representative will investigate the complaint and will report the findings to the Grantee's governing body within three (3) working days.
4. The Grantee's governing body will notify the complainant of the findings of the Chief Elected Official or designated representative in writing or by telephone within five (5) working days.
5. If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the City Clerk who will forward the complaint along with actions taken by the Chief Elected Official or designated representative to the appropriate committee for their review. This will be accomplished within five (5) working days of receipt of the written complaint.
6. The reviewing council committee will have thirty (30) working days to review the complaint and forward their decision to the complainant in writing.
7. If the complainant is aggrieved with the decision of the Committee, he must notify the City Clerk in writing that he or she desires to be afforded a hearing by the Grantee's governing body. The complainant will be placed on the next regularly scheduled meeting agenda. The City Clerk will notify the complainant in writing of the date of the hearing.
8. The complainant must bring all relevant data, witnesses, etc. to the hearing. The Grantee's governing body, at the hearing, will review the complaint and forward within ten (10) days a certified copy of the minutes of the meeting at which the hearing was conducted and a decision was rendered. If a decision is not reached at the hearing, the Grantee's governing body will inform complainant of an appropriate date to expect a response. Within ten (10) working days of reaching a decision, the complainant will be notified in writing of the decision.

Complaints concerning the general administration of the CDBG-DR Program may be submitted in writing directly to the •

Division of Administration
Community Development Section
Post Office Box 94095
Baton Rouge, Louisiana 70804-9095

SECTION 3: COMPLAINTS RELATED TO FAIR HOUSING AND EEO

All citizen complaints relative to Fair Housing/Equal Opportunity Violations alleging discrimination shall be forwarded for disposition to the:

Department of Housing and Urban Development Regional Office Fair
Housing and Equal Opportunity Division
Post Office Box 2905
Fort Worth, Texas 76113-2905 or
Complainant may contact the HUD FH/EO Division directly at
the Toll Free Telephone# 1(800) 424-8590

SECTION 4: RECORD KEEPING

The Grantee will maintain a file for the purpose of keeping reports of complaints.

SECTION 5: COMPLIANCE WITH APPLICABLE LAWS

This policy does not invalidate nor supersede the personnel or other policies of the Grantee which are currently adopted but is intended to serve as a guide for complaints.

SECTION 6: UPDATES

This policy may be amended by majority vote at any of the Grantee's regularly scheduled meetings.

Upon recommendation of CRT Director Danielle Fontenette, it was moved by Councilman Fontenette duly seconded by Councilwoman Chatman and unanimously carried that the LCDBG 23 Clearance Grant Summary of Action be tabled until ADA deficiencies are corrected. Councilwoman Anthony requested to be part of this process.

Upon request of CRT Director Danielle Fontenette, it was moved by Councilman Fuselier duly seconded by Councilman Chatman and unanimously carried that permission be hereby granted to close Evangeline Blvd and South New Market Street to hold the Annual Acadian Memorial Festival on Saturday, March 21, 2026. Permission was also granted for the sale of alcohol.

It was moved by Councilwoman Chatman duly seconded by Councilman Fontenette and unanimously carried that the following vehicle be declared surplus and sold for salvage:

Year	Make	Model	Vin
2008	Elgin	Street Sweeper	121D
2002	Chev	CB	1090
2011	Chev	PK	2314
1996	Dodge	Pk	2252
2008	Dodge	PK	3314
2008	Dodge	Charger	9371
2009	Dodge	CB	7841
2014	Dodge	Charger	3209
2014	Dodge	Charger	3219
2014	Dodge	Charger	3226
2001	Ford	CB-Bucket Truck	1467
2005	Ford	PK	796
2006	Ford	Crown Vic	4046
2007	Ford	Expedition	1427
2008	Ford	Cro	4709
2009	Ford	Cro	4301
2015	Ford	Explorer	8070
2018	Ford	Explorer	7786
1995	Intl	CB-DumpTruck	1586

The following Ordinances were introduced for adoption at the February 2, 2026 council meeting.

PROPOSED ORDINANCE NO 26-01

AN ORDINANCE TO AUTHORIZE AN ACT OF SALE BY THE CITY OF ST. MARTINVILLE TO SELL ADJUDICATED PROPERTY DESCRIBED AS PARCEL NO. 17101A1533; LOT: 120' X 100' LOTS 14, 15, 16 & 17 BLOCK J OF AMEAL SUB. IN ACCORDANCE WITH LA R.S. 47: 2202 T SEQ. AND TO AUTHORIZE THE MAYOR OF THE CITY OF ST. MARTINVILLE TO SIGN ALL NECESSARY DOCUMENTS AND TO ADDRESS THE MATTERS RELATIVE THERETO

PROPOSED ORDINANCE 26-02

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ST. MARTINVILLE AMENDING CURRENT ORDINANCES RELATED TO LEVELS AND SOURCES OF NOISE

Sarah Pierre addressed the condition of the nuisance property located at 2040 Gerard Street which is next door to her property. There is scattered waste in the yard and a vehicle which appears to be inoperable. Per Mayor Willis seven citations have been issued to the property owner. City Attorney Allan Durand will send a report to City Magistrate on this matter and notification will be sent advising the owner to appear in Mayor's Court on January 27th. Upon recommendation of City Attorney Allan Durand and based on the evidence seen in the pictures provided, it was moved by Councilman Fuselier duly seconded by Councilwoman Chatman and unanimously carried that the condition of property located at 2040 Gerard St. which appears to be littered with junk is declared to be a public nuisance under the relevant ordinances of the City of St. Martinville.

Mayor's Report

Qualifying for Mayor and Council election will be held February 11th – 13th

Election will be held May 16th

Run off will be held June 27th

Mayor Willis was appointed as Chairman of the Lepa Board

Pre-construction meeting for Main Street Enhancement Project will be held

January 21st @ 2:00pm

Construction will begin soon following meeting

Councilman Fuselier announced that he will seek election for St. Martin Parish School Board in November. Mr Fuselier will end his 32 years of service as City Councilman in June.

There being no further business to come before the Mayor and City Council, Mayor Willis adjourned the meeting upon motion of Councilman Anthony and duly seconded by Councilwoman Chatman.

JASON WILLIS, MAYOR

ATTEST:

LORRIE M POIRIER, CITY CLERK