



**CITY OF CENTERTON  
CITY COUNCIL MEETING  
JANUARY 8, 2019**

- (1) **Swearing In Ceremony** – Mayor Edwards Swore-In Council Members Misty Elam, Josie Reed, Darren Warren and Keith Higginbotham. All others had been previously Sworn-In.
  
- (2) **Pledge** - The Pledge of Allegiance was recited.
  
- (3) **Prayer** - The prayer was offered by Todd Wright.
  
- (4) **Roll Call** - Those Present and answering roll call were Mayor Bill Edwards, Keith Higginbotham, Wayne Low, Darren Warren, Misty Elam, Robin Reed and Josie Reed. Those present and not answering roll call were City Clerk Todd Wright, Financial Director Pam Grant, City Attorney Brian Rabal, Director of Public Works Rick Hudson, Police Lieutenant Anthony Keck, Fire Chief Delton Bush, Planning Director Lorene Burns, Centerton Utilities Director Frank Holzkamper, Animal Control Supervisor Terry Sanchez and Chief Building Inspector Robert Coffelt.
  
- (5) **Council Minutes** - Josie Reed made a motion to approve the Minutes of the December 11<sup>th</sup>, 2018 City Council Meeting, with a 2<sup>nd</sup> from Misty Elam. All Council members voted in favor and the motion carried.

**Planning and Water & Sewer Minutes, Water & Sewer 2019 Budget** – Keith Higginbotham made a motion to acknowledge receipt of the Minutes of the November 27<sup>th</sup>, 2018 Planning Commission Meeting, and November 20<sup>th</sup>, 2018 CWSD Meeting, as well as the Water & Sewer 2019 Budget, with a 2<sup>nd</sup> from Wayne Low. All Council members voted in favor and the motion carried.

**(6) City and Court Financials-** Mayor Edwards stated that 100% through the year we have received 110.46% of our Budgeted Revenue. He stated that our Expenditures were at 105.77%. Mayor Edwards detailed some of the larger December expenditures for the Council:

- **ADMIN-** New Server
- **ADMIN-** Legal Services
- **ADMIN-** Building Maintenance.- Repaved front Parking Lot
- **BLDG. INSPECTION-** 2 new Vehicles
- **FIRE DEPT.-** Building Expansion, Vehicle for Fire Marshall
- **PARKS & REC.-** Trees from Tree Grant
- **PLANNING-** 3 new Surface Pro's
- **POLICE-** 2 New Vehicles
- **STREET DEPT. GENERAL FUND-** New Code Enforcement Vehicle
- **STREET FUND-** New Roller, 1 New Vehicle

**Robin Reed made a motion to accept the November, 2018 City and Court Financials, with a 2<sup>nd</sup> from Wayne Low. All council members voted in favor and the motion carried.**

**(7) Department Reports-**

**Building Inspection-** The Building Inspection Report was in the Council member's Dropbox packets. **Planning-** The Planning Project Status Report was in the Council member's Dropbox packets. **Police-** The Police Department Report was in the council member's Dropbox packets. **Public Works Division-** The Public Works Division Report was in the council member's Dropbox packets. **Fire-** The Fire Department Report was in the council member's Dropbox packets. **Water & Sewer-** The CWSD Report was in the council member's Dropbox packets. **Animal Control-** The Animal Control report was in the council member's Dropbox packets.

**Mayor Edwards presented Lieutenant Anthony Keck with the Award for Officer of the Year for the Police Department.**

**(8) Ordinances -**

- **Ordinance 2018-55- AN ORDINANCE ADDING CHAPTER 11.32 SEPARATED MULTI-TENANT BUILDINGS TO CHAPTER 11**

**BUILDING AND CONSTRUCTION OF THE CITY OF  
CENTERTON MUNICIPAL CODE.**

Mayor Edwards addressed the Council, introducing this Ordinance, stating that this Ordinance is to add a Section for Separated Multi-Tenant Buildings to the “Building and Construction” Chapter of the Municipal Code.

Mayor Edwards asked the Council if there were any questions. There were none.

**Wayne Low made a motion to read the Ordinance by title only, with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried. Brian Rabal read the Ordinance by title only. Robin Reed made a motion to suspend the rule requiring the reading of the Ordinance on 3 separate occasions with a 2<sup>nd</sup> from Darren Warren. All Council members voted in favor and the motion carried. Keith Higginbotham made a motion to adopt the Ordinance with a 2<sup>nd</sup> from Misty Elam. All Council members voted in favor and the motion carried.**

- **Ordinance 2019-02- AN ORDINANCE AMENDING SECTION 13.08.01 TITLED “BOUNDARY MAP” FOR THE ADOPTION OF A NEW PLANNING AREA BOUNDARY DESCRIPTION AND MAP APPROVAL FOR THE CITY OF CENTERTON, ARKANSAS.**

Mayor Edwards addressed the Council, stating that this Ordinance is to amend the boundaries of Centerton Planning Area.

Mayor Edwards asked the Council if there were any questions. There were none.

**Robin Reed made a motion to read the Ordinance by title only, with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried. Brian Rabal read the Ordinance by title only. Wayne Low made a motion to suspend the rule requiring the reading of the Ordinance on 3 separate occasions with a 2<sup>nd</sup> from Misty Elam. All Council members voted in favor and the motion carried. Robin Reed made a motion to adopt the Ordinance with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried**

**(9) Resolutions -**

- **Resolution 2019-01- A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF CENTERTON TO UTILIZE STATE AID STREET MONIES FOR THE FOLLOWING CITY PROJECT.**

**Centerton Overlay and Surface**

Mayor Edwards addressed the Council, stating that this Resolution is to accept a State Aid Grant for construction on Tycoon Road.

Mayor Edwards asked the Council if there were any questions. There were none.

**Darren Warren made a motion to read the Resolution by title only, with a 2<sup>nd</sup> from Robin Reed. All Council members voted in favor and the motion carried. Brian Rabal read the Resolution by title only. Josie Reed made a motion to adopt the Resolution with a 2<sup>nd</sup> from Misty Elam. All Council members voted in favor and the motion carried.**

- **Resolution 2019-02- A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ON BEHALF OF THE CITY, AN AGREEMENT WITH ENGINEERING SERVICES INC. FOR ENGINEERING SERVICES FOR THE CITY OF CENTERTON, ARKANSAS.**

Mayor Edwards addressed the Council, stating that this Resolution is to approve an Agreement with ESI for As-Built Drawings for the Kinyon Sports Complex.

Mayor Edwards asked the Council if there were any questions. There were none.

**Wayne Low made a motion to read the Resolution by title only with a 2<sup>nd</sup> from Darren Warren. All Council members voted in favor and the motion carried. Brian Rabal read the Resolution by title only. Robin Reed made a motion to adopt the Resolution with a 2<sup>nd</sup> from Keith Higginbotham. All Council members voted in favor and the motion carried.**

- **Resolution 2019-03- A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ON BEHALF OF THE CITY, AN AGREEMENT WITH CEI ENGINEERS, INC. FOR CONCEPTUAL MASTER STREET PLAN AND MASTER BIKE/PEDESTRIAN TRAILS PLAN MAP FOR THE CITY OF CENTERTON, ARKANSAS.**

Mayor Edwards addressed the Council, stating that this Resolution is to approve an Agreement with CEI for work on the Master Street Plan and Master Bike/Pedestrian Trails Plan for the City. .

Mayor Edwards asked the Council if there were any questions. There were none.

**Robin Reed made a motion to read the Resolution by title only with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried. Brian Rabal read the Resolution by title only. Keith Higginbotham made a motion to adopt the Resolution with a 2<sup>nd</sup> from Misty Elam. All Council members voted in favor and the motion carried.**

**(10) Discuss Drug Fund Cash on Hand -**

Financial Director Pam Grant addressed the Council, requesting Approval to create a Cash-on-Hand Account of \$300.00 for CID in the Police Department for after-hour under cover needs. She said this money will only be used in Emergency situations when funds are needed after banking business hours. She said all transactions will be logged, and she agreed to Audit the account on at least a Quarterly basis.

Mayor Edwards asked the Council if there were any questions. There were none.

**Keith Higginbotham made a motion to Approve a Cash-on-Hand Account of \$300.00 for the Police Department, to be replenished by the Drug Fund, and to be Audited at least Quarterly, with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried.**

**(11) Fixed Asset Cleanup -**

Financial Director Pam Grant addressed the Council, stating that we discussed last month that Audit found two (2) items on our Capital Assets List that fall below the \$2500.00 Minimum Threshold, and need to be removed from the list.

**Fire- Brush Truck- \$100.00  
Parks & Rec- 2017 Utility Trailer- \$2400.00**

Grant said that the Fire Department did some research on the Brush Truck and found the Fair Market Value to be \$2500, and that would keep it on the Capital Assets List. The 2017 Utility Trailer was still listed at \$2400.00, and would come off the list.

**Keith Higginbotham made a motion to Adjust the Fair Market Value of the Brush Truck to \$2500.00, and Approve the Removal of the 2017 Utility Trailer from the Capital Assets List, with a 2<sup>nd</sup> from Robin Reed. All Council members voted in favor and the motion carried.**

**(12) Discuss Adding City of Garfield Employee to Municipal Health Plan -**

Mayor Edwards addressed the Council, stating that the City of Garfield does not have enough employees (At least 5 Full-Time Employees are required) to qualify for Municipal League Health Insurance Plan and was requesting that one (1) Employee be allowed to “Piggy-Back” on the City of Centerton’s Health Plan. He stated that Garfield employee would pay the full Premium and that the City of Centerton would have no obligation. Edwards said the City of Avoca currently “Piggy-Backs” on the City of Pea Ridge, and this is not uncommon.

Financial Director Pam Grant addressed questions from the Council. There was discussion. She stated that Centerton would not be billed, that Garfield would be billed and would be financially responsible. There was discussion and the Council was mixed, with concerns about possible increased rates and the ability to “Drop the employee” if needed. Grant agreed to check with the Arkansas Municipal League about what risk we are taking, and what Exit possibility do we have.

Mayor Edwards asked the Council if there were any questions. There were none.

**Keith Higginbotham made a motion to allow the one (1) requesting Garfield Employee to “Piggy-Back”, with a 2<sup>nd</sup> from Robin Reed. Darren Warren, Josie Reed, Keith Higginbotham and Robin Reed voted YES and Misty Elam and Wayne Low voted NO, and the motion carried.**

**(13) Appoint Committees - Mayor Edwards announced the assigned Council Members to Committees, as follows:**

- **Personnel Committee-**  
Keith Higginbotham- Chairman  
Robin Reed  
Misty Elam
- **Finance Committee-**  
Wayne Low  
Josie Reed  
Darren Warren

- **Tree Board-**  
Wayne Low
- **A&P Commission-**  
Darren Warren  
Josie Reed

(14) **Other Business-** Mayor Edwards proclaimed that the regularly scheduled City Council Meetings will be held at City Hall, on the 2<sup>nd</sup> Tuesday of each Month at 6:00 pm.

(15) **Executive Session- Fire Department Personnel Issue-**

**Misty Elam made a motion to Enter into Executive Session at 6:55 pm, to Discuss a Fire Department Personnel Matter, with a 2<sup>nd</sup> from Robin Reed. All Council members voted in favor and the motion carried.**

**Misty Elam made a motion to Return from Executive Session at 7:24 pm, with a 2<sup>nd</sup> from Robin Reed. All Council members voted in favor and the motion carried.**

**Wayne Low made a motion, as Council agreed in Executive Session, to Suspend Jordan Thompson without Pay or Benefits, to be revisited at the March 2019 City Council Meeting, with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried.**

(16) **Announcements -**

- Coffee with the Mayor- 1/19/19 at 9:00 am

(17) **Adjourn -**

Wayne Low made a motion to adjourn at 7:25 pm with a 2<sup>nd</sup> from Keith Higginbotham. All Council members voted in favor and the motion carried.

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Bill Edwards, Mayor

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Todd Wright, City Clerk