

**CITY OF CENTERTON
CITY COUNCIL MEETING
DECEMBER 13, 2016**

The city council was called to order by Mayor, Bill Edwards. The Pledge of Allegiance was recited. The prayer was offered by Todd Wright. Those Present and answering roll call were Mayor Bill Edwards, Keith Higginbotham, Josie Reed, Robin Reed, Wayne Low, Skye Petty and Misty Elam. Those present and not answering roll call were Todd Wright, Pam Grant, Brian Rabal, Planning Director Lorene Burns, Street Superintendent Rick Hudson, Police Chief Cody Harper, Chief Building Inspector Robert Coffelt, Fire Chief Delton Bush, Water & Sewer Superintendent Frank Holzkamper and Animal Control Supervisor Terry Sanchez.

- (1) **Council Minutes-** Josie Reed made a motion to approve the November 8th, 2016 city council minutes with a 2nd from Wayne Low. All council members voted in favor and the motion carried.

- (2) **Planning, Advertising and Promotion and Water & Sewer Minutes-** Skye Petty made a motion to acknowledge receipt of the October 18th, 2016 CWSD, October 25th, 2016 Planning and January 21st, 2016 Advertising and Promotion meeting minutes with a 2nd from Misty Elam. All council members voted in favor and the motion carried.

- (3) **City and Court Financials-** Mayor Edwards stated that 92% through the year we have received 101.22% of our budgeted revenue. He stated that our expenditures were at 85.77%. He highlighted some of the financials for the council. Wayne Low made a motion to accept the November 2016 City and Court financials with a 2nd from Josie Reed. All council members voted in favor and the motion carried.

- (4) **Ordinance 2016-44- AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE OPERATION OF THE CITY OF CENTERTON, ARKANSAS FOR THE CALENDAR YEAR 2017; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.** Mayor Bill Edwards addressed the council and explained the need for this ordinance to approve and adopt the city budget for 2017 and gave details. He stated that we had a Budget Meeting the budget was sent to council in Dropbox and that there were no

changes. Robin Reed had questions about the restructure of the Police Department. Mayor Edwards stated that an e-mail was sent out to the council, detailing the structural changes and that there was a cost savings of about \$6400 to the PD overall budget. Chief Harper also detailed the changes and responsibilities with Robin Reed. There was discussion. Keith Higginbotham thanked Chief Harper for taking the time to come up with a structure to best fit the city's Police Department and stated that he was behind him 100%. Robin Reed stated that she just wanted more clarification. Wayne Low made a motion to read the ordinance by title only, with a 2nd from Josie Reed. All council members voted in favor and the motion carried. Brian Rabal read the ordinance by title only. Keith Higginbotham made a motion to suspend the rule requiring the reading of the ordinance on 3 separate occasions with a 2nd from Skye Petty. All council members voted in favor and the motion carried. Keith Higginbotham made a motion to adopt the ordinance with a 2nd from Wayne Low. All council members voted in favor and the motion carried. Brian Rabal read the emergency clause. Josie Reed made a motion to adopt the emergency clause, with a 2nd from Misty Elam. All council members voted in favor and the motion carried.

(5) Ordinance 2016-45- AN ORDINANCE AMMENDING CENTERTON MUNICIPAL CODE, SECTION 2.14.03, TITLED COMPENSATION.

Mayor Bill Edwards addressed the council and explained the need for this ordinance to review the adequacy and compensation for the office of Mayor. There was discussion. Skye Petty made a motion to approve the 4% increase, as shown in the 2017 Budget, for the Mayor's 2017 salary to be \$62,587.32, with a 2nd from Keith Higginbotham. Josie Reed made a motion to read the ordinance by title only with a 2nd from Robin Reed. All council members voted in favor and the motion carried. Brian Rabal read the ordinance by title only. Keith Higginbotham made a motion to suspend the rule requiring the reading of the ordinance on 3 separate occasions with a 2nd from Misty Elam. All council members voted in favor and the motion carried. Skye Petty made a motion to adopt the ordinance with a 2nd from Keith Higginbotham. All council members voted in favor and the motion carried.

(6) Ordinance 2016-46- AN ORDINANCE AMENDING CENTERTON MUNICIPAL CODE, TITLE 4 TITLED "BUSINESS LICENSES AND REGULATIONS" AND FOR OTHER PURPOSES.

Mayor Bill Edwards addressed the council and explained the need for this ordinance to add a chapter for mobile food vendors. There was discussion. Josie Reed made a motion to read the ordinance by title only with a 2nd from Wayne Low. All council members voted in favor and the motion carried. Brian Rabal read the ordinance by title only. Keith Higginbotham made a motion to suspend the rule requiring the reading of the ordinance on 3 separate occasions with a 2nd from Wayne Low. All

council members voted in favor and the motion carried. Wayne Low made a motion to adopt the ordinance with a 2nd from Keith Higginbotham. All council members voted in favor and the motion carried.

(7) Resolution 2016-25- A RESOLUTION AMENDING THE EMPLOYEE POLICY HANDBOOK OF THE CITY OF CENTERTON, ARKANSAS.

Mayor Edwards addressed the council, stating that this resolution was brought before the council last month and explained the need for this resolution to amend the Nepotism Policy in the Employee Policy Handbook for the city. He stated that he reviewed the policies of other cities to help come up with this policy. He detailed the process and how the new policy will work. He stated that there is a section in the policy that allows for a board consisting of the Mayor and 2 department heads, appointed by the Mayor to resolve issues of conflict or potential for conflict. Fire Chief Delton Bush and Police Chief Cody Harper addressed the council in support of the change. Robin Reed stated that she thought any existing family member employees should be grandfathered in, but that she was not in support of the policy change. Keith Higginbotham stated that he thought we would be handcuffing ourselves for future hires if we didn't adopt the policy change. There was discussion. Keith Higginbotham made a motion to read the resolution by title only with a 2nd from Wayne Low. All council members voted in favor, except for Robin Reed, who voted against, and the motion carried. Brian Rabal read the resolution by title only. Wayne Low made a motion to table the resolution with a 2nd from Keith Higginbotham. All council members voted in favor, except for Robin Reed, Who voted against, and the motion carried.

(8) Resolution 2016-27- A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK, ON BEHALF OF THE CITY A GENERAL CIVIL ENGENERRING AND LAND SURVEYING SERVICES AGREEMENT WITH MORRISON-SHIPLEY ENGINEERS, INC. FOR MUNICIPAL ENGINEERING SERVICES FOR THE CITY OF CENTERTON, ARKANSAS.

Mayor Edwards addressed the council and explained the need for this resolution to enter into an agreement with Morrison-Shiple Engineers for municipal engineering services. There was discussion. Josie Reed made a motion to read the resolution by title only with a 2nd from Skye Petty. All council members voted in favor and the motion carried. Brian Rabal read the resolution by title only. Wayne Low made a motion to adopt the resolution with a 2nd from Misty Elam. All council members voted in favor and the motion carried.

- (9) Resolution 2016-28- A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK, ON BEHALF OF THE CITY A PLANNING & DEVELOPMENT CODE REVIEW AND MODIFICATIONS AGREEMENT WITH MORRISON-SHIPLEY ENGINEERS, INC. FOR MUNICIPAL ENGINEERING SERVICES FOR THE CITY OF CENTERTON, ARKANSAS.** Mayor Edwards addressed the council and explained the need for this resolution to enter into an agreement with Morrison-Shipley Engineers for Planning and code review and modification services. There was discussion. Skye Petty made a motion to read the resolution by title only with a 2nd from Josie Reed. All council members voted in favor and the motion carried. Brian Rabal read the resolution by title only. Wayne Low made a motion to adopt the resolution with a 2nd from Misty Elam. All council members voted in favor and the motion carried.
- (10) Resolution 2016-29- A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ON BEHALF OF THE CITY A GENERAL CIVIL ENGINEERING AND LAND SURVEYING SERVICES AGREEMENT WITH CEI ENGINEERS, INC. FOR MUNICIPAL ENGINEERING SERVICES FOR THE CITY OF CENTERTON, ARKANSAS.** Mayor Edwards addressed the council and explained the need for this resolution to enter into an agreement with CEI Engineers for municipal engineering services. There was discussion. Robin Reed made a motion to read the resolution by title only with a 2nd from Wayne Low. 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 2nd from Skye Petty. All council members voted in favor and the motion carried.
- (11) Resolution 2016-30- A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ON BEHALF OF THE CITY AN AGREEMENT WITH CEI ENGINEERS, INC. FOR FEMA COMMUNITY RATING SYSTEM ASSISTANCE FOR THE CITY OF CENTERTON, ARKANSAS.** Mayor Edwards addressed the council and explained the need for this resolution to enter into an agreement with CEI Engineers for municipal engineering services. There was discussion. Robin Reed made a motion to read the resolution by title only with a 2nd from Josie Reed. 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 2nd from Skye Petty. All council members voted in favor and the motion carried.

(12) **Resolution 2016-31- A RESOLUTION SETTING A PUBLIC HEARING TO DISCUSS THE VACATING OF EASEMENTS ON LOTS 1, 2, AND 3 OF WILLOW CROSSING SUBDIVISION, PHASE I, AS PLATTED IN BOOK 2011 AT PAGE 67, CITY OF CENTERTON, ARKANSAS.** Mayor Edwards addressed the council and explained the need for this resolution to set a Public Hearing for prior to the City Council meeting on 1/10/17. There was discussion. Keith Higginbotham made a motion to read the resolution by title only with a 2nd from Robin Reed. All council members voted in favor and the motion carried. Brian Rabal read the resolution by title only. Wayne Low made a motion to adopt the resolution with a 2nd from Keith Higginbotham. All council members voted in favor and the motion carried.

(13) **Department Reports- Building Inspection-** Robert Coffelt addressed the council and detailed the report in the council's Dropbox packets, giving updates on current projects in the City. He stated that November was a busy month. Robert stated that the new software is in place and they are going to test it out with a couple of builders before putting it out for everyone to use. Robert thanked the council for all that they do for him and for the community. **Planning-** Lorene Burns addressed the council and detailed her Planning Project Status Report. She stated that they were very busy. She stated that she will be posting the opening for a Planner. Lorene stated that they will be a Planning Meeting of the Whole tomorrow. **Police-** Chief Harper addressed the council and pointed out the stats he handed out for the previous month. Cody gave an update on vehicles and stated that the Expedition is back in service, but one of the 2011 Chargers is in the shop, needing a new power steering system. He stated that they are trying to decide if they want to put more money into it. He stated that the motor has already had to be rebuilt. He stated that Hank Brockmeyer's Charger was totaled, when it was hit by another driver, while the car was parked for a traffic stop. Cody stated that we got the check from insurance today. Chief Harper stated that Kris Arthur and Anthony Keck graduated from SLES Training. Cody gave a report on the Shop-with-a Cop trip. **Streets / Parks & Rec-** Rick Hudson addressed the council and detailed his reports in the Council's Dropbox packets. He stated that the Street Department is ready for winter weather. He said they have more salt and sand than the city has ever had. He stated that the Main Street and Fish Hatchery project is almost complete. He stated that the Gamble Road project has a few items left on their punch list. Rick stated that he got a letter from the engineer for the Main and Seba traffic signal project, stating that they will be starting the design work for the signal. Rick gave details on the new flashing light signals on Main Street and Gamble Road. Rick also gave an update on training. **Fire-** Delton Bush said they are at 902 runs for the year and have a staff of 30 firefighters. Keith Higginbotham stated that Matt Thompson received the Firefighter of the Year award for Bentonville. **Water & Sewer-** Frank Holzkamper stated that they will begin installing water lines on Hwy 279 South. He stated that the Windsong

Subdivision will be de-annexing from Bentonville, into Centerton. they will be fixing the street in the next week or so. He stated that they will open bids on Monday, for the water line extension to on Hwy279 South. Frank stated that they will be taking over service to the Windsong subdivision once that is completed. Frank stated that the Decatur Project has been submitted to ADEQ for approval. Frank stated that they hope to begin construction sometime in March, with a completion date of October or November of 2017. Frank stated that he will be bringing an amendment to Title 10 to council, probably next month, to create cycle billing. He said it will start with 2 billing cycles, one in the District and one for the City. **Animal Control-** Terry Sanchez addressed the council and stated that things are going good at the shelter. He said the windows are in and look great. He said that the shelter received a \$1000.00 donation from Wal-Mart today. He talked about how they have used the Donation Account. Terry stated that there are currently 4 dogs at the shelter. He said they adopted 2 dogs out today. **Administration-** Pam stated that she was working on Year-end and getting ready for 2017. Pam mentioned that the city employees have adopted a family to help out for Christmas again this year. **Mayor-** Mayor Edwards addressed the council and stated that the City Christmas Bizarre went well. He said the parade numbers looked down a bit. He gave an update on the restroom in the concession stand in the City Park and presented the council with photos. He stated that there were a couple of changes to the original plan, and gave details. Mayor Edwards stated that Wal-Mart is attempting to fund a Tree Project for Centerton and gave details. Mayor Edwards acknowledged Skye Petty for 6 years of service on the City Council and presented him with a plaque.

- (14) **Purchase 2017 Ford Truck for Street Department-** Mayor Edwards explained the need to purchase a 2017 Ford truck for the Street Department. The specs for the truck were included in the council's packets. There was discussion. Keith Higginbotham made a motion to approve the purchase of a 2017 Ford Truck for the Street Department for \$39,768.00 with a 2nd from Wayne Low. All council members voted in favor and the motion carried.
- (15) **Purchase 2 Vehicles for Police Department (1 replaces totaled car and one additional car for new officer)** – Mayor Edwards addressed the council and explained the need for 2 new vehicles for the Police Department. He reminded the council of the totaled Dodge Charger. He stated that Chief Harper would like to purchase a Dodge Charger to replace the one that was totaled, so that we can save money and use the equipment from the totaled car. Mayor Edwards also reminded the council that we budgeted for 2 new vehicles in next year's budget, but that there is still money in this year's budget, if the council wanted to purchase the

vehicles now. Chief Harper brought a new Ford Interceptor to City Hall for the council to look at. Robin Reed questioned current vehicle prices and Chief Harper gave information on current State Bid. Chief Harper stated that he has money in the budget to purchase 2 new vehicles. There was discussion. Skye Petty made a motion to approve the purchase of a new Dodge Charger and 2 Ford Interceptors for the Police Department with a 2nd from Keith Higginbotham. All council members voted in favor, except for Robin Reed, who voted against, and the motion carried. Keith Higginbotham made a motion to surplus the 2011 Dodge Charger with a 2nd from Skye Petty. All council members voted in favor and the motion carried.

(16) Appoint Skye Petty and Janet Butterton to the A and P Commission-

Mayor Edwards addressed the council and asked for their approval to add Skye Petty (as at-large member) and Janet Butterton to the A and P Commission. Wayne Low made a motion to appoint Skye Petty and Janet Butterton to the A and P Commission with a 2nd from Robin Reed. All council members voted in favor and the motion carried.

(17) Other Business- There will not be “Coffee with the Mayor” in December.

(18) Executive Session- Robin Reed made a motion to go into Executive Session to discuss a personnel matter with a 2nd from Misty Elam. All council members voted in favor and the motion carried. The Mayor and Council retired to the Conference Room. Keith Higginbotham made a motion to close the Executive Session and return to the Council Meeting with a 2nd from Robin Reed. Keith Higginbotham stated that there was no action taken on the personnel matter.

Skye Petty made a motion to adjourn with a 2nd from Misty Elam. All council members voted in favor and the motion carried.

Bill Edwards, Mayor

Todd Wright, City Clerk

