



**CITY OF CENTERTON  
CITY COUNCIL MEETING  
JANUARY 14, 2020**

- (1) Pledge** - The Pledge of Allegiance was recited.
  
- (2) Prayer** - The prayer was offered by Todd Wright.
  
- (3) 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 Role Call were City Clerk Todd Wright, City Attorney Brian Rabal, Financial Director Pam Grant, Planning Director Lorene Burns, Police Chief Cody Harper, Fire Chief Matt Thompson, Director of Public Works Rick Hudson, Centerton Utilities Director Frank Holzkamper and Chief Building Inspector Robert Coffelt.
  
- (4) Council Minutes** –  
  
**Wayne Low made a motion to Approve the Minutes of the December 10<sup>th</sup>, 2019 City Council Meeting, with a 2<sup>nd</sup> from Josie Reed. All Council Members voted in favor and the motion carried.**  
  
**Planning Commission, Water & Sewer and Parks & Recreation Minutes** –  
  
**Keith Higginbotham made a motion to Acknowledge Receipt of the Minutes of the December 3<sup>rd</sup>, 2019 and December 17<sup>th</sup>, 2019 Planning Commission Meetings; December 11<sup>th</sup>, 2019 Parks & Recreation Meeting, and November 19<sup>th</sup>, 2019 CWSD Meeting, with a 2<sup>nd</sup> from Wayne Low. All Council Members voted in favor and the motion carried.**
  
- (5) City and Court Financials**- Mayor Edwards stated that 100% through the year we have received 114.46% of our Budgeted Revenue. He stated that our

Expenditures were at 113.43%. Edwards detailed some of the December revenue and expenditures for the Council. He said he will bring an Amended Budget to the Council in the February meeting. He said the Court Report for last month had the wrong date on it, so he is asking for Council Approval for both November and December Court Reports tonight.

**Wayne Low made a motion to Accept the December, 2019 City Financials, and the November and December 2019 Court Financials, with a 2<sup>nd</sup> from Keith Higginbotham. All Council Members voted in favor and the motion carried.**

**(6) Department Reports-**

The Department Reports were in the Council Packet.

- **Police Department- Letter of Commendation** - Police Chief Cody Harper addressed the Council, presenting Officer Byron Flickinger a Letter of Commendation for his participation in the “Flick the Elf” presentation around the Christmas Holiday. He will also be the first officer outfitted with our new equipment.
- **Police Department- Captain Position** – Police Chief Cody Harper addressed the Council, introducing Christopher Kelly as the new Police Captain. Kelly addressed the Council, stating that he appreciated the opportunity.

**(7) Ordinances -**

- **Ordinance 2019-37- AN ORDINANCE AMENDING CENTERTON MUNICIPAL CODE, SECTION 2.16.03 FIXING THE SALARY FOR CITY CLERK.**

Mayor Edwards addressed the Council, stating that this Ordinance was tabled at our December City Council Meeting. He said he was advised by Council, to add the duties into the Ordinance, and bring it back for consideration. He said he e-mailed it back to Council two (2) weeks ago and received no feedback.

Robin Reed asked why now. She said she spoke to an attorney at AML, and was told that Council could set a Salary and also not allow for Benefits, at the discretion of Council. Mayor Edwards said the reason for now, was that we are in a financial position to do this and Todd has been the City Clerk for 10 ½ years, without compensation for added duties. He said he was asking for a small compensation, compared to other City Clerks in the State. He said as we have

grown, the responsibility has increased. He said the salary would be until the end of the Term in 2022. Robin Reed asked if the Salary would include the Planning Minutes Todd had taken over. Edwards said it would only be for City Clerk duties. Darren Warren said Todd would also get paid for the Planning Minutes. Pam Grant said that Planning could choose anyone to do those Minutes, it just happens to be Todd at this time.

Darren Warren asked if the added duties such as employment and HR communications were traditional roles such for City Clerks or things just added onto him. Todd Wright said that when he was appointed in 2009, the job was basically to come to the meetings and record the Minutes. He said as the City has grown and he has taken on the appointed role of Mayor Pro Tempore for Mayor Edwards, his responsibilities have grown, as he covered for the Mayor and has been pulled into those areas.

Warren stated that since we can dictate the duties of the City Clerk, why can't we dictate that the City Clerk also do the Planning Minutes, as opposed to paying another person an additional \$7200. Wright stated that this Salary was originally presented to the Council at \$25,000 and included the Planning Minutes. He said it was then recommended to remove the Planning Minutes and Warren and Elam started doing the math, and it came up to \$22,500, paying the \$15,000 and the Planning Minutes separately. Mayor Edwards reminded Council that Lorene Burns did not want the Planning Minutes included with the City Clerk duties, in case another Clerk came in and was not able to do a satisfactory job. Warren said we could dictate it by Ordinance. Warren said we could look at the salary with no additional Benefits.

Robin Reed said we have other departments that need staffing. She asked if we would pay other part-time employees would be eligible for Benefits, if we paid the City Clerk a Salary plus Benefits. Misty Elam said the Benefits would be offered for a Salary position. Todd Wright said it would be a Salary Position due to the nature of the work, with extended days and hours. Reed asked that we Table the item again until we find out from AML. She asked if we could do it for the City Clerk, why can we not do it for the rest of the Council. Wright said that the City Clerk position in most other cities is a salary position. He said that Mayor Edwards provided those salary numbers. Wright said Centeron is the only city on the list that has a Clerk that is doing things other than attending meeting and typing Minutes, and is not being compensated for those other duties. He said he has been doing them for 10 years without added compensation, and will continue to do so, if that is what the Council wishes. Warren said he has no issue with assigning a monetary amount, so a person knows what they will earn, he is just concerned with the amount added to the Budget, when you look at the entire picture. He said the \$15,000 would cover all of the other responsibilities Todd has, and we are going to define those responsibilities. He said the next City Clerk would be doing the same things, for the same Salary. He suggested adding on the

Planning Minutes and making it \$16,000 or \$17,000, eliminating the additional \$7200.

Misty Elam said we are lucky to have Todd, but asked if the added duties on the list were under someone else's job description. Brian Rabal said not that he is aware of. Mayor Edwards said Todd is at City Hall sometimes 15-20 hours a week, making sure documents are signed and things are moving along. He said most Clerks only sign documents at the monthly meetings, but Todd is here in a minute. Robin Reed expressed concern with how we do always rush around for people, instead of sticking with a process. Wright said that is just part of growing pains.

Todd Wright said the City Clerk position has traditionally paid for attending one (1) meeting per month and typing the Minutes for that meeting. He said there is obviously more to the job than a meeting per month. He said you are here during the day; you are here at night, taking phone calls, getting e-mails, dealing with FOIA. He said part of that is Statuary Duty, but this position has only paid for the meeting and the Minutes and the rest of it is just the fun of the game, and it has been that way for over ten (10) years. He said what has been presented, is to assign a salary to this position, with a list of responsibilities, for any person that takes on the job. Wright said if he left here today, you would have a hard time finding someone to attend the meetings and do this list of items for \$4800 a year, to be the City Clerk of Centerton.

Mayor Edwards asked if Council could live with \$15,000 and no Benefits. Warren said that Pam Grant is saying since the position is listed as Salary, it is eligible for Benefits. Grant said AML said as long as they are not Medicare eligible they are eligible. She said Wright could choose not to take the Benefits. Brian Rabal said you are talking the Legal side and also the Benefits side, with the benefits being contractual with the AML. He said what Legal and what Benefits say, may not match up. Mayor Edwards asked how Bentonville comes up with their salary for the Clerk. Warren said he thinks it is a set pay, based on the number of meetings they have. He said he doesn't think they define it as a salary. Keith Higginbotham said that he doesn't get paid if he doesn't attend a meeting. Wright said it is no different for the Clerk.

Misty Elam asked if we could raise the amount paid for each Meeting and set of Minutes, as opposed to a salary. Wright said we are not currently at a position where we need a full-time City Clerk, who works 40 hours per week. He said we are trying to create a position with defined duties, and if you are only going to pay for meetings and Minutes, that is likely all you are going to get out of that person. He said it was not defined at the last meeting, and Warren and Elam asked for it to be defined, saying that the list that was provided was going to be fine. He said the salaries for surrounding City Clerks, both part-time and full-time, have been provided. He said whatever their duties are is whatever their duties are, but they all get paid a salary, with the exception of our city. Keith Higginbotham wanted to

use caution, because this ordinance will apply to any Elected City Clerk for Centerton in the future.

Misty Elam asked what the City Clerk does involving employee decisions. Wright said, as Mayor Pro Tempore, if the Mayor is out of town, he would make whatever decisions need to be made regarding employees.

Warren stated that there are two (2) Planning Meetings and one (1) City Council Meeting per month, so for \$15,000, that would be \$416.00 per meeting. Wright stated that the part-time Clerk cities are Bentonville at \$13,000 and we don't know if there are some assistants there; Bella Vista is at \$20,000, Russellville is at \$21,000, and Harrison is at \$27,000, with a population of 13,000. He said the Mayor has presented an option for \$15,000, which is \$280/week.

Todd Wright asked Pam Grant to reach out to the AML about the Benefits, as well as APERS. Grant said she already sent the e-mail to Benefits. Wright thanked the council for their due diligence in this process and said there is a lot more to this position than tonight's meeting and the subsequent set of Minutes; and it currently does not compensate at all. Misty Elam said they all know that. She said we are lucky to have Wright, but need to think of the future. Wright said if you are going to think of the future, you better compensate the position for the duties. Elam said she doesn't want to keep putting this off. Rabal asked if the Will of the Council is to not provide Benefits, so we can tailor the Ordinance. Warren said he would like to know if we have to provide Benefits if they are Salary, and if not, can we tailor it to "Section 1...", "Section 2...No Benefits", "Section 3...Duties", etc. Wright said the reason it is currently listed as a Salary position is because the responsibility is broad; it's not an 8-5 job, it's not a Monday-Friday job; it is nights, it is weekends, it is whenever. Warren suggested that maybe we do \$450 per regular meeting and \$200 per special meeting. Wright said that still won't address any additional duties that might be expected.

Robert Coffelt said he had no issue with the salary amount. He asked if we are looking at this position with duties staying as per State Statute, as an Elected Official; or are we adding more duties and creating a position such as Mayor Liaison. There was discussion.

Robin Reed asked Pam Grant to reach out to AML Legal, AML Benefits, and APERS and report back.

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

**Misty Elam made a motion to Table the Ordinance, pending the information from AML and APERS, as well as looking at the definition of the position, with a 2<sup>nd</sup> from Robin Reed. All Council Members voted in favor and the motion carried.**

- **Ordinance 2020-01- AN ORDINANCE TO ACCEPT RIGHT-OF-WAY ALONG HOLLOWAY ROAD, PURCHASED BY THE CITY OF CENTERTON FROM DANIEL L. AND RUBY M. DAVIES TRUST PER WARRANTY DEEDS RECORDED IN BOOK 2019 PAGE L201968572 AND; DECLARING AN EMERGENCY.**

Mayor Edwards addressed the Council, stating that this Ordinance is to accept ROW on Holloway Road. He said the City purchased the ROW for \$10,000, so the Bentonville School District could pave that section of Holloway Road, and keep the project moving along.

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 Darren Warren. All Council Members voted in favor and the motion carried. Brian Rabal read the Ordinance by title only. Josie 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 Wayne Low. 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. Brian Rabal read the Emergency Clause. Josie Reed made a motion to adopt the Emergency Clause, with a 2<sup>nd</sup> from Darren Warren. All Council Members voted in favor and the motion carried.**

- **Ordinance 2020-02- AN ORDINANCE AUTHORIZING THE ISSUANCE OF SALES AND USE TAX IMPROVEMENT BONDS FOR THE PURPOSE OF FINANCING THE COST OF CAPITAL IMPROVEMENTS; PLEDGING COLLECTIONS OF A 1% SALES AND USE TAX TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS; PRESCRIBING OTHER MATTERS RELATING THERETO; AND DECLARING AN EMERGENCY.**

Daniel Allen, with Raymond James, addressed the Council, stating that this Ordinance is for a continuation of the 2017 Sales Tax Bonds. He said at that time, the voters approved \$4,763,000.00 of Bonds to be used for City Administrative Facilities. He said only \$4.3 million were sold, so we have a remaining amount of \$463,200, that was approved by the voters, but unissued. Allen said he has had discussion with the Mayor and Financial Director about the rising building cost of the City Hall Facility. He said that they are seeing a 5-10% annual cost inflation currently in our market. He said the thought is that the cost increase will be paid for in two (2) parts: 1) Finishing out the financing of the Sales Tax. 2) The Balance will be paid for out of City Reserve Funds. He said the expectation is

that the City Reserves would be spent last, so if there are reduced costs, it would reduce the need for the Reserve Funds. Allen said the \$4,763,000.00 would be maxing out what the voters approved for Administrative Facilities.

Darren Warren asked how much over this amount the cost of the facility is coming in at. Mayor Edwards said we may be looking at approximately \$750,000.00. Allen said there is currently a mismatch of between \$200,000 and \$400,000 between money that is in the bank already from the Sales Tax Bonds and what would be deposited next month, when this new issue closes, and the General Fund will make up the difference. Allen said if the Funds from the Sales Tax issue are not used for the facility, they can be used toward paying the Bonds off. He said this is a 5-year loan, which will pay off in just under 4 years.

Robin Reed asked about previous Bond projects left unfinished. Allen explained that he is aware that a portion of Bonds are being held for a “match” with ARDOT for the Hwy 102 project. He said those funds have been approved by the voters. He said there is a fine line between “saving space” and going ahead and funding other projects. He said that is a Budget/Planning process for the Street Department, based on priority. Keith Higginbotham explained that there were amounts approved by the voters for different areas (Administrative, Streets, Police, Fire, Parks & Recreation), and those dedicated approved funds cannot be crossed over and used for other areas. He also pointed out that the approved funds may not always be enough to complete a planned project, due to increased costs. He said the City Hall Project is a prime example, as the cost today is higher than anticipated when the Bonds were approved, leaving us with options of either dipping into Reserve Funds, taking out a loan, or scaling back on the project. Mayor Edwards explained to Reed that he has applied for a \$250,000 Grant to assist with the project she is referring to. Allen cautioned the Council to be aware of rising ARDOT costs when looking at matching funds to have set aside for a Highway Project.

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

**Josie Reed made a motion to read the Ordinance by title only, with a 2<sup>nd</sup> from Wayne Low. 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, except for Robin Reed, who voted NO, and the motion carried. Josie Reed made a motion to adopt the Ordinance with a 2<sup>nd</sup> from Wayne Low. All Council Members voted in favor, except for Robin Reed, who voted NO, and the motion carried. Brian Rabal read the Emergency Clause. Wayne Low made a motion to adopt the Emergency Clause, with a 2<sup>nd</sup> from Josie Reed. All Council Members voted in favor, except for Robin Reed, who voted NO, and the motion carried.**

- **Ordinance 2020-03- AN ORDINANCE ACCEPTING THE RIGHT-OF-WAY AND EASEMENT DEDICATIONS PER TRACT SPLIT FOR BOB WADE ETAL, S06-T19N-R31W, CITY OF CENTERTON, BENTON COUNTY, ARKANSAS.**

Mayor Edwards addressed the Council, stating that this Ordinance is to accept ROW and Easement Dedications from a Tract Split off of Bush and Wade Roads.

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

**Keith Higginbotham made a motion to read the Ordinance 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 Ordinance by title only. Josie 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. Wayne Low made a motion to adopt the Ordinance with a 2<sup>nd</sup> from Darren Warren. All Council Members voted in favor and the motion carried.**

- **Ordinance 2020-04- AN ORDINANCE ACCEPTING PUBLIC DEDICATION OF AN ADDITIONAL 15' OF RIGHT-OF-WAY AND 15' ADJACENT UTILITY EASEMENT ALONG KELLER ROAD AND BLISS STREET BY STEELE DEVELOPMENT, INC., PER TRACT SPLIT PLAT FOR PROPERTY LOCATED IN S32-T20N-R31W, CITY OF CENTERTON, BENTON COUNTY, ARKANSAS.**

Mayor Edwards addressed the Council, stating that this Ordinance is to accept additional ROW and Utility Easement Dedication at Keller Road and Bliss Road. He said it was recommended for approval by the Planning Commission, at their 1/07/20 meeting.

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

**Keith Higginbotham 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. Keith Higginbotham made a motion to suspend the rule requiring the reading of the Ordinance on 3 separate occasions with a 2<sup>nd</sup> from Josie Reed. All Council Members voted in favor and the motion carried. Wayne Low made a motion to adopt the Ordinance with a 2<sup>nd</sup> from Darren Warren. All Council Members voted in favor and the motion carried.**



- **Ordinance 2020-05- AN ORDINANCE APPROVING A WASTEWATER COLLECTION DISPOSAL AGREEMENT (“AGREEMENT”) BETWEEN THE CITY OF CENTERTON, ARKANSAS AND THE CITY OF HIGHFILL, ARKANSAS; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE AGREEMENT ON THE CITY’S BEHALF; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.**

Mayor Edwards addressed the Council, stating that this Ordinance is to approve an Agreement between Centerton and Highfill for the Out of District Rates approved at our last meeting. He said the Agreement is going before the Highfill City Council tonight.

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

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

**(8) Discuss Planning Assistant Position -**

Mayor Edwards addressed the City Council, stating that we have interviewed several candidates for the Planning Assistant Position and feel that we have an internal candidate that is qualified for the position. He said we did approve \$14.00/hr. for the position, but the current employee is making \$14.04/hr. and has been employed with us for a year and a half. He said she is up for review in April of this year. He asked for Council approval to start her at \$14.50/hr. and still be eligible for review in April. Mayor Edwards said Stinson would transition to Planning as we fill the position she is vacating. There was discussion.

**Keith Higginbotham made a motion to Approve the hiring of Leana Stinson as Planning Assistant at \$14.50/hr., still eligible for her review in April, with a 2<sup>nd</sup> from Robin Reed. All Council members voted in favor and the motion carried.**

**(9) City Hall Update – Josh Siebert, Modus Studios –**

Josh Siebert, of Modus Studios, addressed the Council, giving a broad perspective update on the City Hall Project. He provided a slide presentation of the site location and exterior views of the proposed project, and detailed the timeline and discussions with Staff up to this point. He said the current design of the City Hall Building is just less than 15,000 sf. Siebert said now is a good time to get this project started, and mentioned that there is some concern that there are some large commercial projects coming down the pipeline in our market, and we could see a jump in prices. He said he would like to see this project go out to bid this spring. He said overall cost right now looks like \$4.75 million. He said that includes all site, infrastructure, utilities and landscaping. He said there will be around 140 parking spaces. There was lengthy discussion about location, having the two separate buildings, functionality and expandability, as well as looking at cost savings.

Darren Warren said where he stands is: We have voted on and approved this location twice; Taxpayers have approved \$4.7 million (Mayor Edwards said it was more like \$4 million, drawn originally); so what are we waiting on?

Mayor Edwards said as far as getting into our Reserve Funds goes, we know the project is going to go over budget by probably about \$500,000, but maybe not. He said when we get more formal numbers on the bid; he will come back to the Council. He said we will look to earmark some of our Turnback Funds to pay the Reserve Funds back fairly quickly.

Edwards said we also have two options to manage the construction of this project: 1) Put it out for Bid. 2) Use a Construction Manager. There was discussion about how a Construction Manager works. Siebert said he spoke to the contractor he had work on numbers for this project and was told it would be a 12-14 month build. He said ideally it would go out to bid in May of 2020 and they would have a full year to build the project.

Mayor Edwards asked Siebert if he could make a presentation of the interior of the project at the February Council Meeting. Siebert said he could. Todd Wright asked if we are going to be able to stay within the timeline Siebert has presented. Siebert said they have Interior renderings and Construction Documents are being started and at the end of those documents, they will do Permit and Planning, so they can do all of this simultaneously.

**Misty Elam made a motion to put out RFQ's for a Construction Manager, with a 2<sup>nd</sup> from Robin Reed. There was a Roll Call. All Council members voted in favor and the motion carried.**

**(10) Public Comment –**

- **Delia Haak-** Mrs. Haak addressed the Council, congratulating the City Staff on the growth of Centerton, and reminding them that Early Voting starts on February 18<sup>th</sup>, with the Primary on March 3<sup>rd</sup>.
- **Melvin Herron-** Mr. Herron addressed the Council, stating that he had an agreement with Rick Hudson for \$10,000 for ROW on the south side of his property on Buckhorn Flats Road. Rick Hudson addressed the Council, explained the situation, and said he did make that agreement with Mr. Herron. Hudson told Mr. Herron that the trees and the fence will now be in our ROW. He said the ROW is 30-ft from the Center-Line and there is a legal description that has been reviewed by Legal Council. Herron agreed to the 30-ft. Mayor Edwards asked Hudson to get him a Warranty Deed, and we will get it taken care of. Herron also stated that they paved the road on the east side of his property and there are no Speed Limit signs. He complained about speeders. Mayor Edwards asked Hudson if he could place a Speed Limit Sign. Hudson agreed. Herron also complained about stormwater runoff on his property. There was discussion about stormwater runoff in other areas as well. No action was taken.

**(11) Other Business-**

- **Resignation of Rebecca Power from the Parks & Recreation Advisory Board-** Mayor Edwards said he received a message that Rebecca Powers has resigned from the Parks & Rec Advisory Board. Powers was the Secretary of the Board. Edwards listed the order of succession to the Board, stating that Joshua Hulett was next in line. He asked the Council to Accept Powers' resignation and also Appoint Hulett to the Board position vacated by Powers, which will expire July 2020. Robin Reed abstained from the votes.

**Misty Elam made a motion to Accept the Resignation of Rebecca Powers from the Parks & Recreation Advisory Board, with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried.**

**Wayne Low made a motion to Appoint Joshua Hulett to the Parks & Recreation Advisory Board, with Term expiring July 2020, with a 2<sup>nd</sup> from Josie Reed. All Council members voted in favor and the motion carried.**

- **City Organizational Guidelines-** Mayor Edwards declared that the City Council meets the 2<sup>nd</sup> Tuesday of each month, unless otherwise stated, for Special Meetings. The Agenda for the Council Meetings are posted on-line. There is a place in the meeting for Public Comment. The Mayor shall have a vote to establish a Quorum. There are six (6) Council

Members, so four (4) Members makes a Quorum. The Mayor Pro Tempore is Todd Wright, as previously appointed.

- **Committee of the Whole-** Robin Reed asked about meeting as a Committee of the Whole, every month, or every other month. She said she has asked for it, and it doesn't happen. Todd Wright asked if meeting quarterly was a possibility. Keith Higginbotham said he didn't see how it would help. Wright suggested calling a meeting at times when topics come up that need more discussion, such as the City Hall Project. Misty Elam asked about having a weekly e-mail to update any big things that happened that week. Mayor Edwards said he could do that. Elam said she didn't necessarily need to know that "Joe quit...", but any items of importance.

City Attorney Brian Rabal reminded the Council that they should not be involved in the day-to-day operations of the City. He cautioned them that it can put them at liability risk, individually. He said they should be involved in the major decisions of the City. He gave the analogy that the Board of Directors of Wal-Mart does not need to know about a "cart pusher" being fired at the Wichita location.

No action was taken.

**(12) Announcements -**

- **1/18/20 – Coffee with the Mayor**

**(13) Adjourn -**

**Keith Higginbotham made a motion to adjourn at 8:57 PM with a 2<sup>nd</sup> from Misty Elam. 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