

CITY OF CEDARVILLE
CITY COUNCIL MEETING MINUTES
July 19, 2016

The regular monthly City Council meeting was called to order by Mayor Mark Isenhower. A moment of silence was followed by the pledge of allegiance. Council members present were Alderman Odom, Alderman McClendon, Alderman Breshears and Alderman Prater.

A motion to approve the June regular monthly meeting minutes was made by Alderman Odom and seconded by Alderman Breshears. Passed 4-0

Treasurer Sandy Cook presented a newly formatted Financial Report listing each department separately and revenue received to date. Mayor Isenhower reported that the Fire Department has not received 833 grant money this year due to a failure to file the necessary paperwork. Fire Chief Hyatt will contact Mr. Snyder to determine the possibility of receiving money for this year. A motion to approve the financial report was made by Alderman Breshears and seconded by Alderman McClendon. Passed 4-0

DEPARTMENT REPORTS

Street Supervisor Marlin Evans reported that the chip and seal of Cedarville Road has been completed. Chip and seal has also been placed on the recently State Aid repaired portion of Mill Pond Road. The department is seeking information on the cost to chip and seal an additional approximately 1100 feet of Mill Pond Road beginning at the recently sealed portion to the top of the hill. Brush has been trimmed along the ditches of the city roadways. The City of Van Buren donated two zero-turn mowers to the Cedarville Street Department.

Police Chief Donnie Threet reported 11 citations (no proof of insurance, no child restraint, driving on suspended license), 2 arrests and 3 incidents. Officer Porter is still working to obtain the School Resource Officer grant. A delay of IRS approval required the City to file for a grant application extension.

Fire Chief Jesse Hyatt reported 10 calls, 8 medical and two fires (one was a false alarm and one was back up assistance for District 5). The Department held a training session on Sunday, July 17. The suggestion was made that interactive training with other fire departments needs to be considered. The air packs that were recently purchased have been distributed to Fire Department vehicles. The department has 4 air packs available for District 4 Fire Department at the City's cost of \$200.00 each.

A motion to amend the agenda to discuss the sale of 4 air packs to District 4 was made by Alderman McClendon and seconded by Alderman Odom. Passed 4-0

PUBLIC COMMENTS

Pat Cluck of Willow Creek Drive who owns property on Strawberry Lane reported that the road is in serious need of repair. The Street Department is aware of the problem on Strawberry Lane and will further investigate the situation.

UNFINISHED BUSINESS

The proposed Cedarville City one cent sales tax was reintroduced. Alderman McClendon stated that the sales tax would be on more than just purchases within the city limits and that citizens need to be informed that the tax will also be on bills such as electric, natural gas, propane, telephone, satellite, cable, water, etc. Mayor Isenhower stated the primary purpose for the tax is to improve more city roads. The total sales tax for the city would become 9.25% on all goods and services inside the Cedarville City limits. There will be public meetings planned before the election in November. Alderman McClendon suggested a sundown clause be placed on the Ordinance. Mayor Isenhower stated that since there is no other tax to supplement revenue, the sundown clause is not recommended. The council discussed the breakdown proposal for the one cent tax. A motion to appropriate the sales tax of 75% to the street department, 12 ½ % to the police department, and 12 ½ % to the fire department was made by Alderman Breshears and seconded by Alderman Prater. Passed 3-0-1, Alderman McClendon abstaining.

A motion to suspend the rules and read Ordinance # 2016-7-19-1 once in its entirety was made by Alderman Prater and seconded by Alderman Odom. Roll call vote: Alderman Odom – yes, Alderman McClendon – abstain, Alderman Prater – yes, Alderman Breshears – yes. Passed 3-0-1

Mayor Isenhower read Ordinance # 2016-7-19-1, an ordinance to levy a one cent sales tax for the City of Cedarville to be appropriated 75% to street department, 12 ½ % to police department, and 12 ½ % fire department. A motion to adopt Ordinance # 2016-7-19-1 was made by Alderman Breshears and seconded by Alderman Odom. Passed 3-0-1, Alderman McClendon abstaining

A motion to declare an emergency in order to meet the deadline for Ordinance @ 2016-7-19-2 was made by Alderman Odom and seconded by Alderman Breshears. Roll call vote: Alderman Odom – yes, Alderman McClendon – abstain, Alderman Prater – yes, Alderman Breshears –yes. Passed 3-0-1

A motion to suspend the rules and read Ordinance # 2016-7-19-2 once in its entirety was made by Alderman Prater and seconded by Alderman Breshears. Roll call vote: Alderman Odom – abstain, Alderman McClendon – yes, Alderman Prater – yes, Alderman Breshears – yes. Passed 3-0-1

Mayor Isenhower read Ordinance # 2016-7-19-2, an ordinance to place a one cent Cedarville City sales tax on the ballot in November. A motion to adopt Ordinance # 2016-7-19-2 was

made by Alderman Prater and seconded by Alderman Breshears. Passed 3-0-1, Alderman McClendon abstaining

A motion to declare an emergency in order to meet the deadline for the November ballot was made by Alderman Breshears and seconded by Alderman Odom. Roll call vote: Alderman Odom – yes, Alderman McClendon – abstain, Alderman Prater – yes, Alderman Breshears – yes. Passed 3-0-1

The ordinance to amend the Mayor's spending limit was reintroduced. A motion to table this ordinance was made by Alderman McClendon and seconded by Alderman Odom. Passed 4-0

Bids have not been taken on the Street Department maintenance shop. Alderman McClendon, Alderman Breshears and Street Supervisor Evans will compile a list of specifications for the shop bids. This item remains tabled.

A resolution for a ride along policy for civilian riding in a law enforcement vehicle was discussed. Alderman McClendon introduced new tentative guidelines for the policy. After further discussion, Mayor Isenhower requested Chief Threet to use the guidelines introduced by Alderman McClendon to develop a proposal to present to council at the September monthly council meeting.

NEW BUSINESS

Treasurer Sandy Cook presented the 2014 Audit findings. The audit finds related to the following officials: Mayor Glenanna O'Mara, Recorder/Treasurer Alicson Reding (resigned April 8, 2014) and Recorder/Treasurer Brenda Breshears (appointed April 15, 2014), Police Chief Blayne Irvin (resigned August 14, 2014), Chief Jim Freeman (appointed August 19 and resigned December 22, 2014), and Chief Larry Merrill (appointed December 24, 2014)

The Mayor had one finding: donations of \$3600 made to the Senior Citizen Inn without a contract. There was a contract found but it was not acted upon until September of 2014. This has been corrected with a contract for 2015 and a contract for 2016.

The Recorder/Treasurer received 5 findings: (1) Proper authorization by the Mayor or City Council again was not always obtained for disbursements. Correction: two signatures on every check disbursed and at least two (preferably three) sets of initials on every invoice. (2) Fix asset records again were not updated for additions and deletions and did not contain pertinent information as required by Arkansas law. Correction: The asset list has been updated with all information according to law. (3) The annual financial statement again was not published/posted by April 1 as required by law. This was not corrected in 2015 but has been corrected in 2016. (4) Electronic payments again were utilized without the approval of Legislative Joint Auditing Committee. Correction: All electronic payments except the one to the IRS have been suspended. (5) Receipts again were not issued for all items of revenue in the General Fund as required by law. Correction: Receipts are currently being written for all revenue.


The Police Chief received on finding: citation books completed during 2014 again were not always filed with the District Court Clerk as required by law. Correction: citation books are being filed as required.

A motion to adopt the corrections and procedures to comply with the 2014 audit was made by Alderman Odom and seconded by Alderman Breshears. Passed 4-0

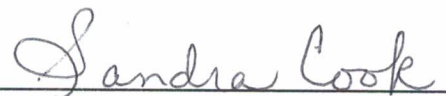
The City vehicle log books were discussed. Alderman McClendon requested that the log book in each city vehicle have a daily beginning odometer reading and ending odometer reading. If the vehicles leaves the city, an additional notation of its destination should be made. Alderman Prater agreed that this entry would serve as an added form of transparency for the city officials. A motion for the date, beginning and ending odometer reading, and a reason for any destination outside the city limits be placed in each city vehicle log book was made by Alderman McClendon. Alderman Prater suggested the driver's name be included. The motion was amended to include the driver's name and was seconded by Alderman Odom. Passed 4-0. A resolution will be presented for this motion in the August regular council meeting.

Chief Threet has \$4200 of unused funds from the first six months of 2016 budgeted payroll. This \$4200 is needed for other areas of the police department budget. A motion to amend the police department budget by reducing the payroll portion of the department budget by \$4200 and increasing the general expenses portion of the department budget by \$4200 was made by Alderman McClendon and seconded by Alderman Breshears. Passed 4-0

A motion to adjourn was made by Alderman Breshears and seconded by Alderman McClendon. Passed 4-0



MAYOR



RECORDER/TREASURER