

**MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF HIGHFILL, BENTON COUNTY, ARKANSAS
HELD ON TUESDAY, FEBRUARY 8, 2011**

The Town Council of the Town of Highfill, Benton County, Arkansas, met in regular session at the Highfill Town Hall, Tuesday, February 8, 2011 at 6:30 p.m.

Mayor Stacy Digby called the Town Council meeting to order.

Attendance Roll Call:

The following were present: Mayor Stacy Digby, Recorder-Treasurer Stacie Williamson, and Aldermen: Michelle Rieff, Toby Lester, and Ryan Evans were present. Alderman Paula Pautsky and Sandy Evans were absent. The city's attorney Steve Miller was also present. See attendance sheet for others attending.

The minutes of the regular meeting of the Town Council dated January 11, 2011 were presented. The Mayor asked if there was any discussion. Alderman Toby Lester made a motion to waive the reading and accept the minutes for that meeting in their present form. Alderman Ryan Evans seconded the motion. Rieff, Lester and R. Evans voted yes. There were no votes in opposition. Motion carried.

Review of Department and Commission Reports

Written reports were submitted by the following persons for the following departments and commissions, and copies of each are attached:

<u>Department / Commission</u>	<u>Report Submitted By</u>
Street and Maintenance Department Report	James "Butch" Wiand
Water & Wastewater Report	James "Butch" Wiand
Fire Department Report	Chief Jeremy Jackson
Police Department Report	Chief Jack Sanders
Parks Commission Report	NONE SUBMITTED
Building Inspection /Code Enforcement Report	Rob Holland

The Mayor noted that Highfill had hired Vernon Reams as the new Maintenance and Street Department Superintendent for the Town, and he was introduced to the council.

Fire Chief Jeremy Jackson addressed the council and reported that the Town had received payment from a non-resident, who was also not a member of the Highfill Rural Fire Association, for fire department services provided to the property during a recent fire. Pursuant to the Town's ordinances, the Town is required to bill the property owner for the services provided. A question was raised as to where the proceeds would be deposited. The city's attorney confirmed that the payment received should be placed into the Town's general fund unless or until it was specified otherwise by the council as to where those funds would be utilized.

Rob Holland addressed the council to report on the status of the storm sirens. He noted that a decision was made to change to a different size storm siren due to the problems and delays in getting the larger motors for the storm sirens originally selected. He obtained a quote from Storm Sirens, Inc. for four Sentry model storm sirens which would provide the same coverage area as the ones originally selected. This includes an additional siren for the same price. Rob has now ordered the new sirens for the Town and will proceed with the project once those are received. He anticipated receiving them by the end of the month.

Vernon Reams addressed the council regarding the recent snow storms and the Town's ability to respond. There was a discussion regarding the purchase of a snow blow or blade for the four-wheel drive cab tractor owned by the Town to be used for snow removal. He felt this was a better idea than purchasing a truck. He estimated costs of about \$6,000.00 installed. It was noted that during the recent snow storms the Town had limited ability to work on and clear roads. This would be an option for the future. The Mayor asked the council members if they were interested in looking into options such as this one for next year's budget for snow removal. All three council members said they were

interested in this, and Mr. Reams was asked to investigate the possible options available to the Town and provide information regarding those options. Toby Lester also asked about keeping the Town's equipment in the maintenance shop so it will be ready to go when needed. Vernon said he has been cleaning it to get the equipment inside.

Open Hearing

The Mayor opened the floor for public comment. There being no comment from the public, the Mayor declared the open hearing closed.

Old Business

The first item of old business was an Ordinance approving and establishing the territorial jurisdiction for the Town, and the boundaries of the Planning Area Map. The Mayor noted that he would like to proceed with the second reading only of the Ordinance. A motion was then made by Alderman Michelle Rieff to suspend and dispense with the rule requiring the reading of an ordinance in full on three different days and place this Ordinance on its second reading by title only. The motion was seconded by seconded by Alderman Toby Lester. Rieff, Lester and R. Evans voted in favor of the motion. The Mayor cast the fourth vote in favor of the motion. There were no votes in opposition. The Mayor declared two-thirds of the members of the council voted in favor of the motion and an Ordinance entitled:

“AN ORDINANCE APPROVING AND ESTABLISHING THE TERRITORIAL JURISDICTION FOR THE TOWN OF HIGHFILL, ARKANSAS AND THE BOUNDARIES OF THE PLANNING AREA MAP FOR THE AREA WHERE THE TOWN OF HIGHFILL WILL PREPARE PLANS, ORDINANCES, AND REGULATIONS.”

was placed on its second reading and read by title only.

New Business

The first item of new business was the Resolution to change the authorized signatories on all bank and financial institution accounts for the Town from the former Mayor and Recorder-Treasurer to the newly elected Mayor and Recorder-Treasurer. It was noted that a similar Resolution was passed at the January meeting; however, the banks and financial institutions wanted the Resolution to include all three authorized signatories. This would include Alderman Sandy Evans, who had been an authorized signatory on the Town's financial accounts in the past. A motion to approve the Resolution was made by Alderman Toby Lester, and seconded by Alderman Ryan Evans. Rieff, Lester and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 06-2011.

The final item of new business on the agenda was a Resolution authorizing the Mayor to transfer excess sales tax revenue from the Water Improvement Fund to the General Fund. A motion to approve the Resolution was made by Alderman Toby Lester and seconded by Alderman Ryan Evans. Rieff, Lester and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 07-2011.

Semi-Annual Financial Statement

The next item was a review by the council members of the Semi-Annual Financial Statement for the Town of Highfill covering the period from July 1, 2010 through December 31, 2010. It was noted that the Town is required by law to publish these semi-annual financial statements, which are a compilation of the monthly financial reports of the Town which had been approved at the previous council meetings. The Semi-Annual Financial Statement was reviewed and no changes were made.

Financial Report

The Financial Report for the month of January 2011 was presented for review (see attached). A motion was made by Alderman Toby Lester to approve the Financial Report. The motion was seconded by Alderman Michelle Rieff. Rieff, Lester and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried.

Mayor's Report

The Mayor noted that the main item he wanted to discuss were the Town's options for snow removal and whether or not to explore additional options such as purchasing a plow for the Town's tractor to be utilized in bad weather. He noted that the Town had received three phone calls concerning trouble with snow on Brush Arbor, Malone, and Hutchens roads due to the recent bad weather, and that those issues were addressed. He also noted that the Police Department truck had been damaged during the bad weather, but had since been repaired.

Discussion

The Mayor opened the floor to the council members for discussion. Rob Holland noted that the Fire Department had recently inspected the Children's Shelter and asked if any council members were interested in a tour of the facility. If so, he asked them to please contact him and he would try to make arrangements for such a tour.

Adjournment

There being no further business to come before the Council, a motion to adjourn was made by Alderman Toby Lester and seconded by Alderman Michelle Rieff. All voted in favor. Motion carried. Meeting adjourned.

APPROVED:

Stacy Digby, Mayor

ATTEST:

Stacie Williamson, Town Recorder

(SEAL)