

**MINUTES OF THE REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF HIGHFILL, BENTON COUNTY, ARKANSAS**

HELD ON TUESDAY, JANUARY 11, 2011

The Town Council of the Town of Highfill, Benton County, Arkansas, met in regular session at the Highfill Town Hall, Tuesday, January 11, 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, Sandy Evans and Ryan Evans were present. Alderman Paula Pautsky was 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 December 16, 2010 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 Michelle Rieff seconded the motion. Rieff, Lester, S. Evans 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:

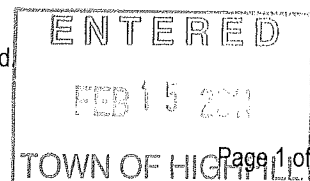
<u>Department / Commission</u>	<u>Report Submitted By</u>
Street and Maintenance Department Report	James "Butch" Wiand
Water & Wastewater Report	James "Butch" Wiand
Fire Department Report	Chief Jeremy Jackson
Police Department Report	Chief Jack Sanders
Parks Commission Report	NONE SUBMITTED
Building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

Fire Chief Jeremy Jackson addressed the council and noted that the additional equipment ordered with the turnout gear had been received, and that they were now looking into training classes on the use of the new turnout equipment. He noted the least expensive option was to send three firefighters to a training class in New Jersey in February. In the class they would learn both how to use the equipment and how to teach others to use the new equipment. He believed the cost would be approximately \$4,500.00 to \$5,000.00 for the class and travel costs, and requested that the council approve the expenditure of up to \$5,000.00 for this training class and travel. There was a discussion among the council members. Chief Jackson requested that the funds be approved out of the insurance proceeds received by the Town of Highfill from the Ida Jean Bryant Estate that were to be used for the Fire Department training and equipment. A motion to appropriate up to \$5,000.00 to expend toward the training class and the travel costs was made by Alderman Toby Lester, and seconded by Alderman Ryan Evans. Rieff, Lester and R. Evans voted in favor of the Motion. S. Evans voted no. The motion passed.

Open Hearing

The Mayor opened the floor for public comment. Rob Holland addressed the council and noted they were awaiting motors for the new storm sirens. He also noted they were trying to keep the project on schedule. The Mayor asked if Rob was still working on locations for the sirens. Rob said he was still working on land acquisition for placement of the sirens. He also said he had not had a chance to contact the Masonic Lodge. Toby Lester asked when the council could go to the children's shelter. Rob said maybe within the next week or so. Jeremy said they could tour it with the Fire Department when they go through it.

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 providing for and adopting a Budget for the Town for the twelve (12) months beginning January 1, 2011 and ending December 31, 2011. The Mayor asked what the legal time frame was for the Town to adopt a budget. The city attorney noted that the Town was required to have approved and adopted a budget by February 1, 2011. Changes to the budget were then discussed. There was a discussion about filling Gary Hargrove's position. It was posted in the newspaper. The figure for the salary was \$27,000. The Mayor stated he would start lower, but may need to add a little to cover license fees and classes if needed. Community building cleaning was added to the budget at \$49 per cleaning. Rob's training was not in the budget, so \$1,500 was added to the Fire Department budget for Rob's training. The Mayor stated they had a budget meeting before the New Year and discussed budget cuts in departments. Jeanetta stated that she did not need an assistant so funds for the position were cut. Stacie will be in the office a lot. Increases for her position may be discussed later, as needed. Computers need to be replaced with a server, \$2,000 was added for computers. Sandy stated the park needs \$10,000 to replenish mulch, if it is not replenished it can become hazardous. This was not added to the budget.

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 read this Ordinance by title only. The motion was seconded by seconded by Alderman Ryan Evans. Rieff, Lester and R. Evans voted in favor of the motion. S. Evans voted against the motion. The Mayor cast the fourth vote in favor of the motion. The Mayor declared two-thirds of the members of the council voted in favor of the motion and an Ordinance entitled:

"AN ORDINANCE PROVIDING FOR AND ADOPTING A BUDGET FOR THE TOWN OF HIGHFILL, ARKANSAS, FOR THE TWELVE (12) MONTHS BEGINNING JANUARY 1, 2011, AND ENDING DECEMBER 31, 2011; APPROPRIATING MONEY FOR EACH AND EVERY ITEM OF EXPENDITURE THEREIN PROVIDED FOR; DECLARING AN EMERGENCY TO EXIST; AND FOR OTHER PURPOSES."

was then read by title only.

Next, a motion was made by Alderman Toby Lester to adopt said ordinance and the motion was seconded by Alderman Michelle Rieff. Rieff, Lester and R. Evans voted in favor of the motion. S. Evans voted against the motion. The motion carried. The Mayor then declared the Ordinance adopted and signed the Ordinance, which was later attested by the Town Recorder and sealed with the seal of the Town. The Ordinance was given No. 2011-01.

Following the adoption of the 2011 Budget, Fire Chief Jackson again addressed the council. He was concerned that the Fire Department needed to have funds immediately available for maintenance, equipment and training, as reflected in the budget for the items for maintenance and Act 833. He requested that the council appropriate the total of those line items in the sum of \$29,000.00 from the Fire Departments Savings Account in order to have those funds immediately available, with the Town replenishing the savings account in the same amount during the course of the year as the Town receives income to do so. A motion was made by Alderman Toby Lester and seconded by Alderman Ryan Evans to appropriate the funds. Rieff, Lester and R. Evans voted in favor of the motion. S. Evans abstained. The motion carried.

The next item of old business was the discussion regarding the Arkansas Community and Economic Development Program (ACEDP) grant. Cassie Elliott was present and addressed the council. She noted the deadline to file the application was Friday, January 14, 2011, and that she is in the process of completing the application. She believed that she had received the cost estimates and the appropriate plans for the use of the grant funds and asked if there were any questions. There were no questions raised. Cassie said she will be delivering the paperwork on Thursday. The Town won't know until June if it receives the grant. Cassie also noted that the Town could budget for 2011 and 2012 the matching 10%. The Mayor stated that this would be a multi use center located at the park. Cassie stated that this grant can only be used for such centers or fire departments and not city offices or police departments.

New Business

The first item of new business was the Ordinance to amend Section 2.20.01 of the Highfill Municipal Code to change the date of the regular council meetings to the second Tuesday of each month. The city's attorney recommended that the Ordinance be adopted immediately so that it would apply to all meetings for the town council. A motion was then made by Alderman Toby Lester to suspend and dispense with the rule requiring the reading of an ordinance in full on

three different days and read this Ordinance by title only. The motion was seconded by seconded by Alderman Michelle Rieff. Rieff, Lester and R. Evans voted in favor of the motion. S. Evans voted no. The Mayor cast the fourth vote in favor of the motion. The Mayor declared two-thirds of the members of the council voted in favor of the motion and an Ordinance entitled:

"AN ORDINANCE TO AMEND SECTION 2.20.01 OF THE HIGHFILL MUNICIPAL CODE TO CHANGE THE DATE OF THE REGULAR COUNCIL MEETINGS TO THE SECOND TUESDAY OF EACH MONTH."

was read by title only.

Next, a motion was made by Alderman Toby Lester to adopt said ordinance and the motion was seconded by Alderman Michelle Rieff. Rieff, Lester, R. Evans and S. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Mayor then noted that the Ordinance contained an emergency clause. A motion was made by Alderman Toby Lester and seconded by Alderman Ryan Evans to approve the emergency clause of the Ordinance. Rieff, Lester, S. Evans and Ryans Evans voted in favor of the motion and there were no votes in opposition. The motion carried. The Mayor then declared the Ordinance adopted and signed the Ordinance, which was later attested by the Town Recorder and sealed with the seal of the Town. The Ordinance was given No. 2011-02.

The next item of new business was an Ordinance approving and establishing the territorial jurisdiction for the Town, and the boundaries of the Planning Area Map. A motion was then made by Alderman Sandy Evans 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 first reading by title only. The motion was seconded by seconded by Alderman Michelle Rieff. Rieff, Lester, S. Evans and R. Evans voted 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 first reading and read by title only.

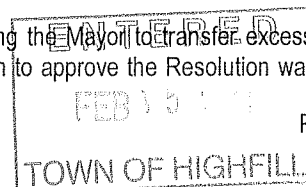
The next item of new business was the Resolution to change the authorized signatories on all bank and financial institution accounts for the Town from the former Mayor and Recorder-Treasurer to the newly elected Mayor and Recorder-Treasurer. A motion to approve the Resolution was made by Alderman Toby Lester, and seconded by Alderman Ryan Evans. Rieff, Lester, S. Evans and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 01-2011.

The next item of new business was the Resolution authorizing the Mayor to apply for a grant and submit a Rural Services Block Grant Program application for a project entitled "Community Center Project." A motion to approve the Resolution was made by Alderman Toby Lester, and seconded by Alderman Michelle Rieff. Rieff, Lester, S. Evans and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 02-2011.

The next item of new business was the Resolution establishing an Antidisplacement Plan. A motion to approve the Resolution was made by Alderman Michelle Rieff, and seconded by Alderman Toby Lester. Rieff, Lester, S. Evans and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 03-2011.

The next item of new business was the Resolution establishing a policy prohibiting the use of excessive force by law enforcement agencies within the Town's jurisdiction. A motion to approve the Resolution was made by Alderman Toby Lester, and seconded by Alderman Michelle Rieff. Rieff, Lester, S. Evans and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 04-2011.

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 Michelle Rieff. Rieff, Lester, S. Evans and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried. The Resolution was given No. 05-2011.

Financial Report

The Financial Report for the month of December 2010 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 Ryan Evans. Rieff, Lester, S. Evans and R. Evans voted in favor of the motion. There were no votes in opposition. The motion carried.

Mayor's Report

The Mayor had nothing to report.

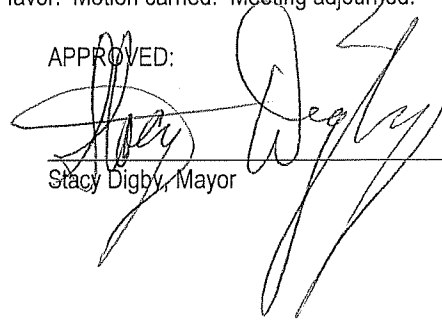
Discussion

The Mayor opened the floor to the council members for discussion. There was no discussion among the council members. The Mayor closed the discussion.

Adjournment

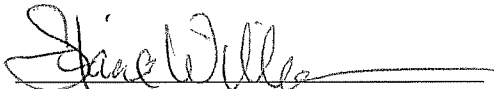
There being no further business to come before the Council, a motion to adjourn was made by Alderman Toby Lester and seconded by Alderman Michelle Rieff. All voted in favor. Motion carried. Meeting adjourned.

APPROVED:



Stacy Digby, Mayor

ATTEST:



Stacie Williamson, Town Recorder

