

CEDARVILLE CITY COUNCIL  
MEETING  
JULY 15, 2014  
7PM

The Meeting was opened with a moment of silence and followed by the pledge of allegiance.

Welcome and roll call by Mayor O'Mara.

Roll call was made with all aldermen present.

Treasurer Brenda Breshears was absent.

Motion was made to suspend the reading of the minutes as all Council Members were supplied with the minutes copies and copies were supplied to citizens at the meeting and to approve minutes from the 6/17/2014 meeting by Alderman Moore, 2<sup>nd</sup> by Alderman Connelly. passed 4-0.

Bank statements were made available for the council. Bank balances were reported. The approval of the financials were tabled until next month with Alderman Connelly requesting that those be ready and brought to current for approval in the August meeting. Motion to table financials until next month by Alderman Moore, seconded by Alderman Pass. Passed 4-0.

Old business –

The Mayor gave a reported that audit was ongoing but nearing completion. Also, the new financial system is being entered and will provide better reports for the public, and council.

Department head reports –

- Road/ Maintenance Supervisor Marlin Evans reported that they are weeding all of the entrances onto 59 highway and continuing with brush removal. Also, the addition of a community service worker assisting with cleaning and brush work in the city. He gave explanation of the need for a dump bed truck.
- Police Captain McIntosh reported 64 calls of which 3 accidents worked, 15 incident reports taken, 5 DWI check points, and 3 arrests for the previous month. Pirate Day Festival plans are ongoing.
- Fire Chief Jesse Hyatt reported 4 fire fighters are attending Fire Fighter 1 Classes in Greenwood each weekend, and 4 will attend the fire academy for 7 weeks and 1 week of first responder training all paid for except for transportation costs. There were 8 medical calls, 4 fire calls- 2 gas leaks, and backed up District 5 on one call and a lawn mower fire in the previous month made by our fire department. The Guns and Hoses Blood Drive will be scheduled in conjunction with the Pirate Day Festival with the Arkansas Blood Institute, and placed in the park or the fire station depending on space available. Pirate Day Festival 8-8 and Bands starting at 1 and 6, Blood Drive at 11-3. 35 vendors. Health Department will be on hand as well.

Citizen request for council to go back and look at clean up ordinance again. Connelly said he had spoken to several citizens and we need to be careful not to infringe on people's rights with their properties, but agreed we need to look at this. Pass added those she had spoken with saw the need for cleanliness on a sanitary basis, with standing water and trash, especially on 59 and people said they want to be able to be proud of their city and how it looks.

#### New Business –

A citizen had asked that we discuss a notary for the city. There is an \$80 charge for the bond for the Notary. Rhonda Wheeler does this when she is available. Since we do not have the city hall open and attended every day, it was suggested that maybe we might see if someone at the library might do that service. Also, a request that we offer fax services. The mayor is looking into the cost of a fax service.

There had been a complaint that the coke machine was not returning money. The owner will be contacted and have him place his card on the machine so he can be contacted.

The Arkansas State Surplus has contacted the mayor about a diesel, dump flatbed, truck is available at the Surplus 39,000 miles from Parks and Recreation \$3500, 1998 Chevy, 1 ton 6.7 engine, 5 speed. Doors needs repair with handles, and latches. The mayor was asked to check to see if it was a 4x4 and if not pass on it and be sure to place that requirement on the city request. A special meeting will be called if we decide it is the truck for us for approval.

The mayor discussed a comment made by the contractor for the Walmart construction project concerning the lack of permitting process for the city on construction projects. This could be a source of revenue for the city. Zoning issues were also discussed. No action was taken.

Comments were requested for other issues our those already discussed from the Council and the citizens present. Alderman Coombes asked what hours our officers were on duty. Comment made that they work when they want to, and that needed to change. Those are personnel issues that would be discussed in executive session. Pass asked when the post office meeting was. Our Post Master explained the proceedings that were held prior to our meeting tonight. The post office will remain open but the hours will be cut to 6 hours per day week days. 1 hour and a half will be lost at the end of the week day. All else remains the same.

No other comments were made from those present.

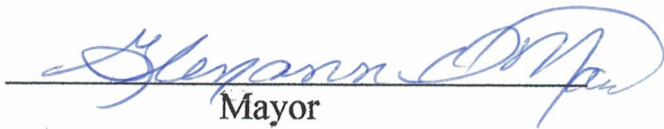


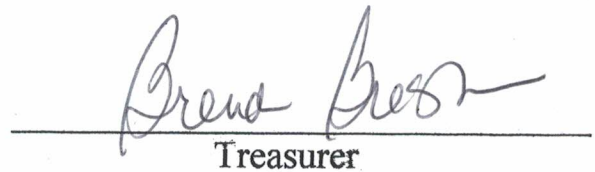


A motion was made by Alderman Moore to go into executive session for personnel matters. Seconded by Alderman Coombes. Passed 4-0

A motion was made by Alderman Connelly to return to regular session. Seconded by Alderman Moore. Passed 4-0

A motion to adjourn was made by Alderman Moore and seconded by Alderman Coombes. Passed 4-0.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Treasurer

## Ledaville City Council Mtg Minutes

8/19/2014

Call To Order, Moment of Silence, Pledge and Roll Call by Mayor OMara It was noted that Alderman Connelly was absent.

Motion to suspend reading of the minutes due to the fact that All Council Members had copies and copies available to those citizens attending the meeting. made by Alderman Pass, 2<sup>nd</sup> by Coombes Passed 3-0

Financial Statement from Rec/Treasurer Brenda Breshears as follows: Bank Balances and Deposit/Debit information given for both General and Street funds. Final numbers of account transactions still unavailable due to receipts and book information not being available to treasurer yet. State Auditors still have accounting information at time of meeting.

Motion to table current financials made by Pass and 2<sup>nd</sup> by Coombes passed 3-0

Motion to table previous financials made by Moore, 2<sup>nd</sup>. Coombes. Passed 3-0

### Department Head Reports

Mayor introduced Jim Freeman as Interim Chief of Police. Jim noted that the school and traffic are priorities. A schedule of equipment is ongoing.

Jesse Hyatt noted 15 medical and 2 fire calls as he reported for the fire dept. Ongoing training for the volunteers and plans to send 3 to Fire Academy.

Jesse discussed area fire depts. Purchasing a portable fire building for training purposes. He asked council to consider approving a \$3500 expenditure to join in this purchase. Council discussed and it was decided to table this until next meeting and we would see where we are with the finances in this department

Marlin Evans spoke for the Street and Maint. Dept. Several loads of gravel on area roads prior to school buses running. Also various patching of roads

He noted the need for a flat bed dump truck and that Van Buren has one for sale with a snow plow and cinder attachment Not 4 x 4 discussed finding out more info on this unit

Discussion of Clean up ordinance Mayor asked for public comments. No action taken

Discussion of Notary and Fax Service at City Hall. It was noted that this service would require that the City pay for staffing at City Hall. No action taken

Still no contact with the service provider of the coke machine

New population signs are in and will be posted

Mayor asked for public input on zoning laws. Again noted that City Hall would have to be staffed in order to issue permits.

Discussion of a Fuel Treatment Plant at Boston Mountain Forest Range. No action taken

John Odom suggested maybe renting a training facility from FS or Chaffee instead of joining other districts/departments in a purchase. Jesse Hyatt noted that logistics would be an issue.

Jesse noted that he expects ISO findings by end of September 2014. Mr. Langley asked Jesse to confirm on Social Media that Cedarville City Fire Dept does NOT have a better rating than Dist. 4.

Comments: Mayor said scholarship monies for a coloring contest were never collected and that she did not know what or how far Blayne Irvin had gotten with this project. Money will have to be donated, city cannot pay for this. Mayor noted that \$400 is needed. Wendell Moore donated \$100 at the meeting.

Clean Line update by Mayor. She said next mtg Aug 29 in Ozark.

Public Comments:

John Odom asked council why the city did not take John Hall up on his offer to take over Mill Pond Rd for a couple of years and in return, the county would pave it? Mayor agreed to re-visit this and see if an offer is there. John will also speak with Judge Hall on this matter. City Attorney said there were issues with de-annexation.

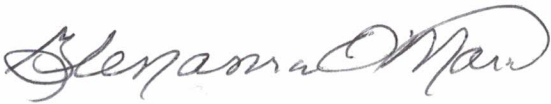
Citizen asked if officers were being drug tested. Mr. Freeman noted that he will be doing this and is putting Dept. procedures and policies in place. Body cameras being used was also discussed. We have 2.

Auto inventory is being looked at and we will be getting rid of some cars. We have 7 cars and 5 officers

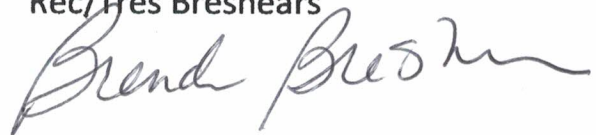
Mayor introduced those running for office.

Motion to adjourn by Moore, 2<sup>nd</sup> by Pass passed 3-0

Mayor O'Mara



Rec/Tres Breshears





Cedarville City Council Mtg Minutes  
9-16-2014

The meeting was called to order, moment of silence, and roll call by Mayor O'Mara. All members were present.

Minutes were read by the Recorder/Treasurer Brenda Breshears. Motion to approve as read, by Alderman Connelly, Seconded by Alderman Moore. Passed 4-0

Motion to table outstanding financials by Alderman Pass seconded by Alderman Coombs. Passed 4-0  
The Treasurer read the bank statements noting balances, checks, and deposits for the General Fund and the Street Fund. She also gave the status of the present financial system that is being implemented to address our state audit findings.

Department reports –

Marlin Evans/roads and maintenance – Talked about the new city population signs being put up, and the 3 community service workers we have working in the city.

He mentioned the possibility of paving Millpond Road and grant for the project, and that the city is still in need of a dump truck for the city before winter.

The Mayor discussed the State Street Aid Fund and our approval of the Millpond paving project.

The state meeting to appropriate \$250,000 for 3/10ths of a mile to design drainage and asphalt the service is September 24<sup>th</sup>. And the Mayor will report back after their meeting.

She also, discussed the possibility of returning Millpond to the county for maintenance as an economic reason to allow better traffic flow to the new Walmart at the end of that. When the city finally approves a sales tax the better flow will increase purchases in the store which would increase the cities revenues. This she had discussed with Judge John Hall.

CFD Chief Jesse Hyatt/Fire Department – Announced our ISO rating of 4 effective December 1, 2014. He congratulated both the Rural Fire and City Departments for their rating of 6 and 4 respectively. There will be a Blood drive and bash with hot dogs October 11<sup>th</sup>, 12-4 pm. The city fire department will be showing some of their training, and procedures to those in attendance.

We are on a waiting list for 3 of our firefighters to go through the Fire Training Academy in Camden. It may be at least January 15, 2015.

He also explained the need for our city to participate in a fire training burn building. Our cost would be \$3,500. Each fire department who participates with the cost will have better access and some control of the unit.

CFD Chief Jim Freeman Police Department - He is working with our Jeremy a local automotive repair shop to see which police cars are road worthy and worth keeping. The city will be downsizing their fleet. Maintenance plans are in place for each unit. He is also trying to locate who are the owners of all of vehicles as some may be on loan from the county. He doesn't want to put city money into cars that need repair that don't belong to the city.

He reported 1 DWI, 2 warrants served, and 13 arrests in the last month. We also had 2 drug busts getting these off of our streets. A 5 person committee is being formed to make a selection of a candidate for appointment for Chief of Police. (Chief Jim Freeman is our interim Chief). We had a motion to approve a committee to assist with the selection of a Chief of police by Alderman Moore and seconded by Alderman Coombs. Passed 4-0.

He also stated that our Cedarville Police Department will work with both the Rural Fire and City Fire Departments on calls when needed. He is currently looking for ways to fund more officer hours.

#### OLD BUSINESS

There was further discussion of the fire training building. A motion to appropriate the funds for our City's portion of \$3,500 purchase through a resolution was made by Alderman Connelly, seconded by Alderman Moore. Passed 4-0.

A letter from last month's meeting regarding a "Fuels Treatment Project" in the area National Forrest was clarified through an internet search by a resident. This is not a facility but the management of "fuel" meaning dead trees, underbrush etc that would fuel a fire in the National Forrest. This keeps fire hazard down.

Our State Audit was made public already. The Treasurer and Mayor attended an exit meeting with the auditors where recommendations were made for the city to make corrections to the findings of the audit. Many issues were already corrected before this meeting and the recommendations were given. The remaining corrections are ongoing.

The Mayor introduced State Representative Charlotte Douglas who sits on the Joint Legislative Audit Committee. She was present and gave a report of their meeting where Mayor O'Mara, Alderman Connelly, And Alderman Coombs attended to respond to the legislative audit findings Friday, September 12, 2014 in Little Rock.

Representative Douglas noted many councils do not show up for these and the Committee were very appreciative that our council and Mayor did. She discussed some of the documents that were shown to the Committee. She responded to questions from the attendees of our meeting. She stated that their Committee had no findings to indicate any charges would be made against the Council or Mayor and thanked them for their appearance before the board.

Bond status was discussed. It is for \$250,000 and will be paid to the city when the case is over with the previous Treasurer.

The Mayor has been approached with a request for the Little League to use the grounds behind City Hall and the Fire Department for athletic practice. The council agreed to allow it just as they do the City Park use.

A request was made for the City Attorney to get a contract with the Senior Center to provide service to our city's senior citizens. He will contact the County Senior Center Executive Director and get this standardized for us and so others may use it as well.

There was a discussion of an audit finding regarding the loan for the Fire Department. There was a motion for a resolution for use of the remaining \$15,001.00 of the Fire department loan for trucks and firefighting equipment to state not for operation expenses made by Alderman Coombs and seconded by Alderman Connelly. Passed 4-0

A motion was made to accept the Audit and its findings and corrections was made by Alderman Coombs and seconded by Alderman Connelly. Passed 4-0



There was a discussion of a future ordinance or resolution using the audit corrections and other information to be included in our new financial procedures. No action taken.

There was a discussion of fluoridation of the Ft Smith water supply that supplies the Cedarville Water Users Association. No action taken.

There was a motion to destroy unused, closed Police Department account and closed Fire Department Account checks and deposit slips. Note the date the account closed. Made by Alderman Connelly and seconded by Alderman Moore.

The Mayor had requested a bid for topping our trees in the park with dead tops. It came in at \$250. The council recommended that it be accepted as it is a very low bid price. Mayor will contact the bidder. There was a question from a citizen clarifying that this is a licensed and bonded service provider. She stated it was.

There was a discussion about the levying of a tax to be reported to the Quorum Court. No taxes are or will be levied by the City of Cedarville. A letter stating this will be sent to the County Clerk.

An announcement: New Post Office hours will commence October 4, 2014. They will be closing at 2:45 Monday through Friday. All other hours of operation will remain the same.

There was discussion of a scholarship award that was given to grade K-4 for 6 students winning a safety coloring contest by the Police Department under the previous Chief. Those scholarships have not been collected and disbursed. The amount was \$100 per student totaling \$600. City funds cannot be used for this purpose. Citizen Debra LaRue will talk to Community Bank to see if they will be involved with this project.

Citizen KC McClendon asked if there is a book of Ordinances and Resolutions. Answer Yes, they are in the hands of the State Police for the investigation of the previous Treasurer.

There were no other questions of the Council.

Public Comments were opened. Citizen Kyle McKinney asked if the County Prosecutor might be considered for the Police Chief selection Committee. The Mayor said she would ask the Chief for his recommendation on this.

No other Comments were made by the public.

The motion to adjourn was made by Alderman Connelly and Seconded by Alderman Pass. Passed 4-0. Meeting adjourned.



City Council Mtg Minutes

Oct 21, 2014

Roll call All present except Alderman Coombes

Motion to dispense reading of the minutes as all Members of Council have received and copies available to citizens made by Connelly and 2<sup>nd</sup> by Pass. Passed 3-0

Motion to accept as presented by Connelly and 2<sup>nd</sup> by Moore.

Dept Reports:

Bank Statement Info from Rec/Treasurer Breshears and discussion on where we are on financial update and reports. Motion by Connelly to table financials and 2<sup>nd</sup> by Moore.

Street Report from Marlin Evans Septic Issues at City Hall an ongoing problem. Getting bids on repairs.

Road Improvements: Neal Way, Some cans needed and gravel will be needed soon on our roads. There had been congestion in Wal Mart entrance, Also cleaned mud from PO Lot.

Mr. Townsend is operating the grader on weekends, Wendell during the week.

Motion by Moore, 2<sup>nd</sup> by pass to attend and bid on a Flat Bed Dumptruck on Nov 11, 2014. Was agreed to spend up to \$5500.00 on the truck.

Jesse Hyatt reported for the Fire Dept.

Skills test training complete and all 4 individuals passed and can now continue on to next level of training.

Archie Hyatt Jr is attending the Fire Academy for 7 weeks.

The Mobil Burn Unit will be in at the first of 2015.

Jim Freeman reported for the Police Dept. 10 calls, 14 contacts, 16 traffic stops that yielded 13 warnings and 3 tickets., 2 felony traffic stops and 3 accidents.

2 units in need of repair and tires and has gotten the best price at Van Alma Tire.

Jim suggests ankle monitors for criminals getting out of jail, this will be to NO expense to the City. Perps have to pay for them.

Also Jim noted that 2 street lights are needed ASAP. Willow Creek Entrance and at School Crossing to store. Michelle Pass volunteered to get prices from Ark Valley Elect. It was agreed that this needs to be done.

Mayor will call State Hwy Dept to clean out ditches

Debbie LaRue still working on Scholarship Money. May need to look at a City Fundraiser to complete this project left by Chief Irvin.

Copy of Ordinance Book should be in City Hall by months end.

Mill pond:

Engineers doing design work now. Project will begin in March. Discussion as to what exactly will be included. Mayor said they will blacktop 1/3 mi to first hill

Permanent Police Chief will be hired. Salary and benefits included \$32,000/year Alderman Moore made motion to accept this salary/benefit pkg for new hire. 2<sup>nd</sup> by Connelly. Passed 3-0

The Manager of the Wal Mart store spoke. Opening will be Dec 17. 30 % of employees are from Cedarville and the remainder from our outlying area.

Mayor is getting bid/estimate for paving MillPond rd from Post office to Hightowers. And also for a portion of City Hall Parking lot.

Discussion of Thompson Lane Drainage Issue. Mayor will see about getting cans put in. Also Michelle will see about getting assistance with equestrian drive.

Mayor discussed the Justice Fund and the letter she received. Motion to allow Mayor to enter into agreement with Justice Fund made by Moore and 2<sup>nd</sup> by Pass passed 3-0

Discussion of septic issue at City Hall, it was agreed to have a perk test and go from there.

Mayor will contact D Best for an IT bid. Brenda had already got one from Danciu and Associates.

Motion to adjourn by Moore 2<sup>nd</sup> by Pass Passed 3-0





# CITY COUNCIL MEETING MINUTES

NOV 18, 2014

Call to order, Moment of Silence, Pledge and Roll Call

Motion to dispense with reading of the minutes from October meeting made by Pass, 2<sup>nd</sup> by Moore passed 4-0

Financial Report from Brenda Breshears and Veronica Robins. Veronica went over the various reports with Council and Citizens. Vince asked for report with checks in numerical order. Council will be provided the monthly reconciliation report that will reflect this.

Motion to approve financials Jan 1 thru Oct. 31 mad by Pass, 2<sup>nd</sup> by Connelly. Passed 4-0.

Street Dept report by Marlin Evans:

46 loads of gravel put down on our city roads. Using multiple trucking companies.

Working on Webber Rd as a bypass in the event the bridge floods

Purchased a Dumptruck at Auction for \$4400.00

Police Report from Jim Freeman

8 applicants for Permanent Chief position. Currently doing checks on them. Jim suggests panel narrowing down to 2 and then council choosing. Mayor said council and citizens input would be considered but appointment would be by mayor.

Discussed the street light project at School/Willow Creek. Tim Breshears volunteered to take over this task. Also noted to add light at 162/59. Motion by Connelly to add lights throughout the city over time. 2<sup>nd</sup> by Moore Passed 4-0

Fire Dept Report by Jesse Hyatt

4 fire fighters went thru live burn training at Academy. Archie Hyatt Jr is at Academy now and 2 others will attend in Jan. 2015.

RB Gann Instructor for Fire Academy spoke at meeting.

Other Getting bids for repair of Septic System at City Hall.

Mayor getting estimate for paving at City Hall and Mill Pond

Sean is working on getting our ordinance book from Alma PD

Mayor announced the need for a new Treasurer. Will advertise in newspaper.

Motion to Adjourn by Moore, 2<sup>nd</sup> by Coombes Passed 4-0



CEDARVILLE CITY COUNCIL

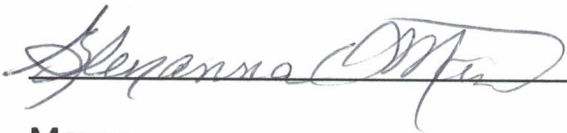
SPECIAL MEETING

DECEMBER 14, 2014

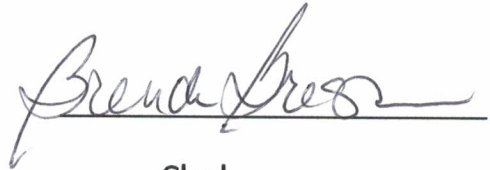
Meeting was called to order at 3:15 by Mayor Glenanna O'Mara. Aldermen present: David Coombes, Vince Connelly, Wendell Moore. Absent: Michelle Pass

Point of discussion was the retirement for the police department. After discussion, we will consult with the City Attorney and look into other programs available for cost comparison.

Motion to adjourn made by Alderman Moore, Seconded by Alderman Coombes. Passed 3-0.

A handwritten signature in dark ink, appearing to read "Glenanna O'Mara", written over a horizontal line.

Mayor

A handwritten signature in dark ink, appearing to read "Brenda Press", written over a horizontal line.

Clerk



# **Cedarville City Council Mtg**

**12-16-2014**

## **Minutes**

Roll Call            All present

Moment of Silence and Pledge

Reading of Minutes: Motion to dispense with reading of minutes by Alderman Pass, 2<sup>nd</sup> by Alderman Moore   Passed 4-0

Treasurer Report: Brenda Breshears. Financials given to council and read to citizens. Motion to accept financials by Alderman Connelly, 2<sup>nd</sup> by Alderman Coombes   Passed 4-0

Street Dept by Marlin Evans.

Bids for Septic Work are in   DEC Const and Aarons. Mayor recommends we go with DEC D. Cluck. Motion made by Coombes, 2<sup>nd</sup> by Moore.   Passed 4-0

Road crew had been busy cleaning ditches and found several cans that can be reused.

Fire Dept by Jesse Hyatt

Archie Hyatt III graduated from the academy. Jan 4 there will be 3 others attend.

Jesse turned in a proposal for Chief Training for himself. 160 hr class. Proposal attached to minutes. Will need to change mileage to \$.50 mi. Connelly made motion to approve training, 2<sup>nd</sup> by Pass   passed 4-0

Police Dept. Jim Freeman

8 arrests 20 tickets to include 1 drug traffic stop by officer Rowe

Need more reserve officers

Jim will stay on board until 12/22.

Mayor introduced Larry Merrill as new Chief of Police. Mr. Merrill told the group a bit about himself.

Street light project is underway. An easement had to be obtained by the Church before proceeding.

Mayor noted she was waiting on a bid for paving of City Hall Parking and a portion of Mill Pond Rd Also the Armer Ln Bridge area. She also noted that in 3/2015 work will begin on MillPond from state funding.

KC McClendon noted that ordinances are on CD in City Hall and suggested copies be accessible to the public. Mayor agreed to share at any time.

Mayor and Council accepted the resignation from the Rec/Treasurer, Brenda Breshears effective 1/19/2015. Motion to accept by Moore and 2<sup>nd</sup> by Pass Passed 4-0. Mayor announced she will place ad in paper for this position.

The 2014 ammended Budget will need to be discussd at a Budget Mtg prior to Feb 1, 2015. Discussion re: Approving 2015 Budget, will be pulling \$5400 from Gen to Fire Dept by resolution 2014-12-16 Motion to accept by Connelly and 2<sup>nd</sup> by Moore. Passed 4-0

CAT Grader Lease was discussed by Mayor. New Lease will be about \$1720/mo

John Odom asked if we had a breakdown of how much it costs per week to run the grader. There are no figures at this time.

Motion to allow Mayor to enter in to new lease agreement for a new grader with CAT by Connelly, 2<sup>nd</sup> by Pass. Passed 4-0

Christmas Bonus' were discussed. Firefighters, Police Officers and City Maint Employees will be given \$50 ea, and the Dept Heads \$200 ea. Recommendation to pay bonus passed 4-0.

Motion to Adjourn by Moore, 2<sup>nd</sup> by Pass Passed 4-0

*Stephen Moore*

*Brenda Bush*



To: Glenanna O'Mara, City Counsel  
From: Jesse Hyatt  
Subject: Chief Fire Officer Training Proposal  
Date: December 15, 2014

Below is the proposal for the Chief Fire Officer Training for January 25, 2015 – January 30, 2015

Hotel

La Quinta Inn & Suites/617 S Broadway, Little Rock, AR 72201 / Jan 25 – Jan 30  
\$385.00

50.05

Tax

\$435.05

\$35.00/day meal expense  
\$175.00

Salary Compensation/\$100 daily  
\$500.00

Mileage: 324 round trip + 20 miles/day (100) @ .55¢ mile (424\*.55)  
\$233.20

\$1,343.25

TOTAL

December 16, 2014

To: Mayor O'Mara and City Council Members

Please accept this Letter of Resignation for the appointed position of Recorder/Treasurer for the City of Cedarville AR. This resignation will be effective Jan 20, 2015.

Respectfully

A handwritten signature in cursive script, appearing to read "Brenda Breshears", written in dark ink.

Brenda Breshears

Rec/Treasure, Cedarville AR