

**CITY OF GASSVILLE, ARKANSAS
MINUTES FOR THE REGULAR CITY COUNCIL MEETING
SEPTEMBER 17, 2019**

A regular meeting of the City Council of the City of Gassville, Arkansas was held on Tuesday, September 19, 2019 at the Gassville Community Center. The meeting was called to order at 6:00 PM by Mayor Jeff Braim, Presiding Officer.

The Mayor led those in attendance in saying the Pledge of Allegiance to the flag and a word of prayer. Upon the calling of the roll, those in attendance were Council Member Tim McFarland, Council Member Anita Seaman, Council Member Naomi Lassen, Council Member Thom Embach, Council Member Ralph Bird, Mayor Jeff Braim, and Recorder-Treasurer Jeff Lewis. Council Member Kayla Holland was absent at roll call. Also in attendance were Police Chief Tim Mayfield and Water and Street Superintendent Tony Flippin. Fire Chief Glotzl was absent at roll call but came in later.

The minutes from the August 20, 2019 regular meeting had been provided to each Council Member. Council Member Bird moved to approve those minutes as submitted. The motion was seconded by Council Member Seaman. No corrections or additions were asked for. The Mayor called for the vote. Council Members McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried and the minutes to stand approved.

The financial report for the month of August, 2019 was submitted to the City Council for its approval. Council Member Lassen moved to approve the report as submitted. This motion was seconded by Council Member McFarland. The Mayor called for the vote. Council Members McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion to be carried.

Police Chief Mayfield gave the police department report for the month of August, 2019. It was accepted into the record without objection.

The Mayor gave the building inspection report for the period of August 13th through September 9th. It was accepted into the record without objection.

Council Member Kayla Holland arrived at 7:08 PM.

Mayor Braim and Council Member Embach gave a report from the Joint Cotter-Gassville Sewer Commission. The wastewater treatment facility is operating normally without any issues. The commission met with representatives of septic system services that do business in the cities and recommended that new and updated agreements be entered into with them. The Mayor of Cotter sent a letter to USDA asking that the application for funding for Phase II of the renovations to the sewer collection system be

kept active in anticipation of the next funding cycle. The terms of the last grant/loan offer from USDA had been previously rejected by the cities as not being affordable.

The Mayor reported that the Personnel Committee met last week to discuss adjustment to the employee wage scale, which is being necessitated due to an upcoming increase in the state's minimum wage. Minutes from that meeting were distributed to each Council Member by the Recorder-Treasurer. Council Member McFarland moved to approve those minutes as submitted. The motion was seconded by Council Member Seaman. The Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried.

The Planning and Zoning Commission also met this month, after published notice, to hear a request for a variance to set-back requirements for a carport ad shop building on a property located at the intersection of Cornell St. and Cora Dr. The Commission unanimously approved the variance request. The petitioner has since paid for the cost of publication of the required notice.

There was no unfinished business.

Under new business, the City Council took up consideration of **Proposed Ordinance 2019-04** concerning modifications to the employee wage scale. Council Member Embach moved to place the proposed ordinance on its first reading. This motion was seconded by Council Member Holland. The Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried. Thereupon, Recorder-Treasurer Lewis read in its entirety the proposed ordinance entitled:

“ORDINANCE 2019-04. AN ORDINANCE AMENDING ORDINANCE 2014-02 ESTABLISHING THE MINIMUM AND MAXIMUM SALARIES PER POSITION IN THE CITY OF GASSVILLE.”

The City Council then took up consideration of **Proposed Ordinance 2019-05** on its first reading. This proposed ordinance pertained to the issuance of new business occupation licenses. After the Mayor gave a brief background statement on the provisions of this proposal, Council Member Lassen moved to place the proposed ordinance on its first reading. This motion was seconded by Council Member Embach. The Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion.

There were no nays, and the Mayor declared the motion carried. Thereupon, Recorder-Treasurer Lewis read aloud in its entirety the proposed ordinance entitled:

“ORDINANCE 2019-05. AN ORDINANCE AMENDING ORDINANCE 123-77 REGARDING ISSUANCE OF NEW BUSINESS OCCUPATION LICENSES AND THE INSPECTION OF BUSINESS PROPERTY’S BY CITY OF GASSVILLE OFFICIALS AND FOR OTHER PURPOSES.”

The next order of business was presentation of price quotes for new heating and air conditioning units for the Community Center/City Hall. Mayor Braim stated he had requested price quotes from six different businesses but so far only two of them have provided quotes. The Mayor asked that the matter be tabled until additional price quotes are received. Council Member Lassen moved to table the issue until the next meeting. The motion was seconded by Council Member Embach. The Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried.

The City Council then took up consideration of property tax millage to be assessed in 2019 by the Baxter County Quorum Court and collected in 2020. The current property tax rate is 5 mills and has been such for many years. Council Member McFarland moved to again assess property tax millage in the city at 5 mills and to authorize the Mayor to inform the Baxter County Quorum Court of this action. The motion was seconded by Council Member Holland. The Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried.

The Mayor announced to the City Council that employee Shane Marler, who was hired in 2015, was hired at a starting rate of pay that was less than the minimum starting wage provided for in Ordinance 2014-02 for his position on the sewer system line crew. The Mayor took responsibility for the mistake. The error has been discovered and must now be corrected. The bookkeeper has calculated the additional appropriations that need to be made to correct the error, and those figures were presented to the City Council. The Mayor asked the City Council to make additional appropriations into the CSLC 2019 budget as follows:

Line Item #6105 – Salary:	\$9,955.20 gross wages
Line Item #6110 – FICA tax match:	\$ 617.00
Line Item #6115 – Medicare tax match:	\$ 144.00
Line Item #6135 – APERS:	\$1,473.30

The City of Gassville would be responsible for 64% of these costs and the City of Cotter would be responsible for 36% of these costs. The City of Cotter has agreed with these figures according to the Mayor.

Council Member Embach then moved to make the appropriations outlined hereinabove into the CSLC 2019 budget as requested by the Mayor. Council Member Lassen seconded the motion. There was no discussion forthcoming, whereupon the Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried.

A proposal to re-seal the city's parking lots/areas was presented to the City Council. Madden Paving provided an estimate of \$4,293.00 for this work, which is recommended by the Mayor and the Street Superintendent. Funding would come from funds already budgeted and available within the street department O/M and parks department O/M line items. Council Member McFarland moved to authorize this work to be done in accordance with the estimate provided. Council Member Seaman seconded the motion. The Mayor called for the vote. Council Members Holland, McFarland, Seaman, Lassen, Embach, and Bird voted for the motion. There were no nays, and the Mayor declared the motion carried.

At the conclusion of new business, the Mayor updated the City Council on various items, to-wit:

1. With respect to the sewer system expansion project on the East side of town, all easements and signatures have been obtained. Payment has been made from grant funds for attorney's fees and for recording of the easements. The engineer should have all plans filed with the Arkansas Department of Health.
2. An update was given on the street drainage project underway on Houser Ave.
3. Fire Chief Glotzl then arrived and gave his fire department report for the month of August, 2019. It was accepted into the record without objection. The Chief stated he is down to the final 7 follow-up inspections in the city.
4. The Mayor reported that the water tank painting project has been completed. The cost for water purchase from Mountain Home was \$19,007.33 and engineering fees to date are \$730.00. \$19,737.33 was withdrawn from the certificate of deposit to pay for these expenses per prior authorization from the City Council. There was also a \$83.58 penalty charged by the bank for early withdrawal. In addition, \$3,435.00 has been paid out of budgeted funds for three inspections that were performed on the work. The contractor has not yet invoiced the city for its work.

5. The City has received the final audit report for 2018, which has now been filed with the Joint Legislative Audit Committee in Little Rock.
6. With respect to the utility franchise tax proposal, the Mayor stated he will review the proposed ordinances tomorrow with Attorney Kerry Chism, after which he intends to set a public hearing on the matter for October 10th.
7. The fire department will undergo an ISO inspection on October 3rd or 4th for potential re-classification.

There being no further business to come before the City Council the meeting adjourned at 7:01 PM upon motion of Council Members Bird, seconded by Council Member Holland, with all members voting in favor.

Submitted by: Jeffrey W. Lewis
Recorder-Treasurer

Approved by: Jeff Brum
Mayor