

DIAMOND CITY REGULAR COUNCIL MEETING AGENDA
DIAMOND CITY, ARKANSAS
November 27, 2018 7:00 p.m.
Diamond City Community Center
232 Grand Avenue, Diamond City, AR 72644

1. Invocation and Pledge of Allegiance
2. Call to Order: Mayor Troy Burleson
3. Roll Call: Tina Jackson, City Recorder

4. **Approve Agenda** Council

5. **Approval of Minutes** Council

A. October 23, 2018 – Regular Council Meeting

7. **Reports**

- | | | | |
|----|--|----------------|-------------------|
| A. | Public Works | | Don Brown |
| B. | Police | Chris Patrick | Chief of Police |
| C. | Community Center | Randy Center | Committee |
| D. | Finance Report | Jane Henderson | Interim Treasurer |
| | 1. Approval of Finance Report | | Council |
| E. | S.I.D. | | Sabrina Healea |
| F. | Sugarloaf Wastewater Report | Greg Wilson | Committee |
| G. | Parks and Rec. Report | Shari Marshall | Committee |
| H. | Mayor's Report | Troy Burleson | Mayor |
| | 1. Water Rate Increase | | |
| | 2. Budget | | |
| | 3. Community Center Board Members – Keshia Bell and Sabrina Healea | | |
| | 4. <i>Goode's Water Bill</i> | | |

8. Executive Session - Employment

9. **New Business**

- A. Resolution 22-2018 – Authorizing the Diamond City to Collect Lien Debts of Municipal Impv. Dist. #1
- B. Resolution 23-2018 – Authorizing the City Diamond City to Collect Lien Debts of Municipal Impv. Dist. #2
- C. Resolution 24-2018 – Authorizing Diamond City, Arkansas to Share Cost for Services Provided by the Revenue Department in Lead Hill, Arkansas
- D. Public Works Director position recommendation Rick Van Dyke
- E. Date change for the December regular council meeting *Dec. 18th 7:00pm* Rick Van Dyke

10. **Old Business**

- A. ~~None~~ *Gas Card Program*

11. Comments from the Public

12. Announcements – **Candidate Forum** – Thurs. November 29, 2018 @ 7:00 - Diamond City Community Center

13. Adjourn

**REGULAR MEETING MINUTES OF THE DIAMOND CITY CITY COUNCIL
October 23, 2018 7:00 P.M.
DIAMOND CITY COMMUNITY CENTER**

Invocation: Gina Whited

Pledge of Allegiance: Rick Van Dyke

Call to order: The meeting was called to order at 7:03 p.m. by Mayor Troy Burleson.

Roll Call:	Carolyn Arnold	Present
	Don Bennett	Present
	Larry Brown	Present
	Jim Wisnieski	Present
	Gina Whited	Present
	Rick Van Dyke	Present

Approval of the Agenda: Mayor Burleson asked for a motion to approve the agenda. Carolyn Arnold made the motion and was seconded by Rick Van Dyke. All present voted yes by voice vote. No discussion.
Motion passed.

Approval of Minutes: Don Bennett made a motion to approve the minutes from the September 27, 2018 regular council meeting and was seconded by Rick Van Dyke. All members present voted yes by voice vote.
Motion passed.

REPORTS

PUBLIC WORKS

Don Brown gave the report for Public Works. Mr. Brown reported they had received the hoses, safety equipment and purchased the generator that was previously approved by the council. He stated that a sewer leak was repaired located on Pine Street. They also installed a culvert on Japonica and Valley View, which completes the FEMA grant.

POLICE REPORT

Mayor Burleson announced that the Police Chief will report later due to a call out.

COMMUNITY CENTER

Randy Center gave the Community Center report. He stated the account currently has \$6,387.19 and all checks are cleared. Randy announced their next scheduled meeting will be November 13th and discussion will include dissolving the 501c3 and to prepare transferring finances to the city after the November 13th meeting and will be selecting officers in the January 19th cycle. Troy asked Randy let him know who the community center board members were going to be when selected. Randy advised the council that the cost for cleaning was \$425 per month.

FINANCIAL REPORT

Jane Henderson gave the financial report. Jane reported that there was not a whole lot activity and currently working on the budget. She recommended that a new software be considered specific to municipalities. Troy requested to have the budget ready for the council for next meeting.

Don Bennett made the motion to approve the financial report, seconded by Rick Van Dyke. All were in favor by voice vote. No opposition.

Motion passed

SUGARLOAF WASTEWATER REPORT

Greg Wilson gave the Sugarloaf Wastewater report. He reported that the finances finished in the red this month. He stated that there had been a workforce services audit conducted with many deficiencies. He advised the 2019 Budget needs to be submitted by January. Troy asked him about operating systems intergrate and Greg responded that he recommended to consolidate services. He also stated that he felt that there was not a lot of consideration taken in planning. Greg stated new computer systems are recommended and asked the council to consider.

PARKS AND REC

Shari Marshall gave the Parks and Rec. report. Shari reported the LBAA Fishing Tournament was paid (\$4,000.00) for by citizens and local businesses. She stated she was pleased with the outcome. She reported that the Cody Slaughter Concert has been postponed until the Spring. Shari reported that there was \$1,000 removed from the budget, but will be inserted back at the beginning of next year. She stated that a grant has been submitted for a Park swing in the amount of \$2,500. She reported that a Halloween party has been scheduled and is looking for volunteers. There is a bid of \$1,700.00 to repair the bathroom pavilion and toilet in the Fun Park and that Troy Burleson has agreed to do the work.

MAYORS REPORT

Mayor Burleson reported he had been deployed to help with Hurricane Michael for 8 days and appointed Rick Van Dyke for Interim while gone.

He reported he is getting the budget presentable to give to the Council in November. He reported the Recorder attended an HR Workshop and has requested for the Municipal League to come to Diamond City to host an HR seminar.

He requested that the Council Reports be submitted by the 15th of every month.

Troy recommended not hiring the open Public Works Director position until the election is over.

Carolyn Arnold made the motion to allow discussion with Arvest Bank on what to do with the Municipal Improvement that is paid for, seconded by Rick Van Dyke. All were in favor by voice vote.

Motion passed

Attorney Steven Grady reported that he had been in touch with the Duncan's attorney. He asked if the council wanted to grant the approval for him to research information in regards to the property being properly annexed into the city or not. He asked for open discussion on direction. Troy advised the council that their may be others to follow deannexation. Mr. Grady advised the council that it would take approximately \$10,000.00-\$30,000.00 trial cost if when to trial. Troy then allowed the citizen input. Mr. Grady advised the council to consider what the cost would be verses revenue return.

Rick Van Dyke made the motion to allow Attorney Grady to look into the matter, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed

Mayor Burluson presented Jim Wisnieski with a plaque for his service as Mayor protem. He announced that Senator Bozeman is scheduled November 8th to discuss water issue and there is a Planning and Zoning meeting scheduled for 10/25/18. He stated that the Mayor's office will be used for the Complaint Committee (appointed) of three (3). Committee will make recommendation to the council.

OLD BUSINESS

RESOLUTION 16-2018 – Authorizing Salary Adjustment for Tina Jackson (sponsored by Rick Van Dyke) Jim Wisnieski ask if Tina Jackson would agree to pay back ineligible insurance premiums. Troy stated that he spoke to Tina and she has agreed to repay, along with “the other two”. (*Jan Hudson and Jim Stewart*) Rick Van Dyke made a motion for approval to read Resolution 16-2018 in its entirety, seconded by Jim Wisnieski. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to adopt Resolution 16-2018, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion that there will never be any penalties after insurance payment is paid, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed.

NEW BUSINESS

RESOLUTION 19-2018 – Police Department Mutual Aid Agreement

Larry Brown made a motion for approval to read Resolution 19-2018 in its entirety, seconded by Rick Van Dyke. All were in favor by voice vote. None opposed.

Motion passed.

Carolyn Arnold made a motion to adopt Resolution 19-2018, seconded by Rick Van Dyke. All were in favor by voice vote. None opposed.

Motion passed.

BILL OF SALE – 2007 Crown Vic

Rick Van Dyke made a motion to read the “Bill of Sale”, seconded by Larry Brown. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to approve “Bill of Sale”, seconded by Larry Brown. All were in favor by voice vote.

Motion passed

Gina Whited commented that she would like to recommend Don Brown for the Public Works Director position. Mayor Burluson stated that he was advised that Don would feel better if hired by the new administration.

RESOLUTION 20-2018 – Authorizing the Purchase of a Portable Generator

Rick Van Dyke made a motion for approval to read Resolution 20-2018 in its entirety, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed.

Mayor Burluson announced that he found a generator for \$488.00.

Rick Van Dyke made a motion to adopt Resolution 20-2018, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed.

RESOLUTION 21-2018 – Authorizing Payment for Cleaning Community Center

Rick Van Dyke made a motion for approval to read Resolution 21-2018 in its entirety, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Larry Brown made a motion to adopt Resolution 21-2018, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

ORDINANCE 2018- 08 – Adopting Personnel Policy Handbook for Employees

Jim Wisnieski made a motion to be put on 1st reading of Ordinance 2018-08, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed.

Jim Wisnieski made a motion to suspend the rules so it can be put on second reading of Ordinance 2018-08, seconded by Larry Brown. All were in favor by voice vote. None opposed.

Motion passed.

Discussion was made regarding dresscode. Chapter 6 – 6.3a was read aloud.

Attorney Grady advised to remove the job descriptions since Ordinances have been established for each position.

Rick Van Dyke made a motion to waive 2nd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-09 – Adopting a Position Summary for Water Billing Supervisor

Rick Van Dyke made a motion to be put on 1st reading of Ordinance 2018-09, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-10 – Adopting a Position Summary for Water Billing Clerk

Rick Van Dyke made a motion to be put on 1st reading of Ordinance 2018-10, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-11 – Adopting a Position Summary for Public Works Director

Rick Van Dyke made a motion to be put on 1st reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-12 – Adopting a Position Summary for Public Works Laborer

Rick Van Dyke made a motion to be put on 1st reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-13 – Adopting a Position Summary for Building Code Inspector/Code Enforcement

Rick Van Dyke made a motion to be put on 1st reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-14 – Adopting a Position Summary for Police Officer 1

Rick Van Dyke made a motion to be put on 1st reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-15 – Adopting a Position Summary for Chief of Police

Rick Van Dyke made a motion to be put on 1st reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

ORDINANCE 2018-16 – Adopting a Position Summary for Sewer Improvement District Clerk

Rick Van Dyke made a motion to be put on 1st reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive second reading, seconded by Carolyn Arnold. All were in favor by voice vote. None opposed.

Motion passed.

Rick Van Dyke made a motion to waive 3rd reading, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to accept emergency clause, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

Rick Van Dyke made a motion to adopt, seconded by Carolyn Arnold. All were in favor by voice vote.

Motion passed

COMMENTS:

None

ANNOUNCEMENTS:

Mayor Burleson announced that the next monthly council meeting is November 27, 2018

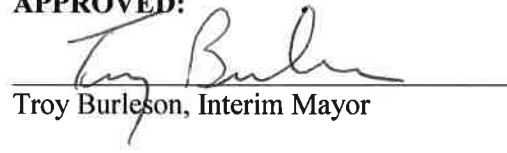
ADJOURN:

Rick Van Dyke made a motion to adjourn and was seconded by Jim Wisnieski. All were in favor by voice vote. Meeting was adjourned at 9:58 p.m.

ATTEST:


Tina Jackson, City Recorder

APPROVED:


Troy Burleson, Interim Mayor