

R. GREGG REEP, Mayor
COUNCIL MEMBER
ANGELA MARSHALL
MEMORY BURKS-FRAZER
DOROTHY C. HENDERSON

CITY OF WARREN
P.O. BOX 352
Warren, Arkansas 71671
TELEPHONE: (870) 226-6743
FAX: (870) 226-8301

JANICE NELSON, City Clerk
COUNCIL MEMBER
JOEL TOLEFREE
EMILY MOSELEY
LATANZA ATKINS

MINUTES OF THE REGULAR WARREN CITY COUNCIL MEETING

August 12, 2024

5:30 p.m.

OPENING PRAYER: Opening prayer was led by Mayor Reep.

PLEDGE OF ALLEGIANCE: Mayor Reep led the Council and audience in the Pledge of Allegiance.

CALL TO ORDER: Mayor Gregg Reep called the meeting to order. The meeting was held in the Council Chambers of the Municipal Building.

ROLL CALL: On roll call by City Clerk Janice Nelson, the following Council Members were present: Ward 1- Council Members Angela Marshall and Joel Tolefree, Ward 2-Council Members Emily Moseley and Memory Burks-Frazer, Ward 3- Council Members Dorothy Henderson and Latanza Atkins. Absent – None.

Minutes of the July 8 regular City Council Meeting: On a motion made by Council Member Henderson and a second by Council Member Atkins, the Council voted 6-0 to approve the minutes of the July 8, 2024, Council Meeting. Yes votes – Council Members Henderson, Moseley, Tolefree, Moseley, Marshall and Burks-Frazer. Nay-None. Absent-none.

Council Member Henderson motioned to move ahead with item #4: Amend Mr. York's Waiver listed under Mayor's Report to coincide with approving of the minutes. Council Member Moseley seconded. The Council voted 6-0 to move forward with amending item # 4 under Mayor's Report. Yes votes – Council Member Henderson, Moseley, Atkins, Burks-Frazer, Marshall and Tolefree. Nay – none. Absent – none.

Council Member Henderson motioned to amend the overpayment amount for Mr. York from \$17.99 as stated in the July 8, 2024, minutes to \$ 71. 96 which is the actual corrected amount. Council Member Moseley seconded. The Council voted 6-0 to amend the amount from \$17.99 to \$71.96 for final overpayment. Yes votes – Council Members Henderson, Moseley, Atkins, Marshall, Burks-Frazer and Tolefree. Nay – none. Absent – none

CITY CLERK'S REPORT

Financial Statement: City Clerk Janice Nelson presented the financial report for July 2024. On a motion made by Council Member Henderson and a second by Council Member Moseley, the Council voted 6-0 to approve the financial statement as presented. Yes votes – Council Member Henderson, Moseley, Atkins, Marshall and Burks-Frazer and Tolefree. Nay votes – 0. Absent-none.

City Sales and Use Tax: A report on the City Sales and Use Tax receive since the tax was passed was presented to the Council for their information. The city received \$82,219.70 for the month of July 2024.

County Sales and Use Tax: A report on the city's portion of the County Sales and Use Tax received since the tax was passed was presented to the Council for their Information. The city's portion received was \$57,834.50 for the month of July 2024.

District Court Clerk's Report: The District Court Clerk's written report for the month of July 2024 was presented to the Council.

Mayor's Report:

- 1. Appointment to the Fair Housing Commission:** Mayor Reep nominated Mrs. Sheila Jackson as appointee to fill current vacancy. Council Member Henderson motioned to accept the nomination of Mrs. Sheila Jackson and Council Member Tolfree seconded. The Council voted 6-0 to approve the nomination of Mrs. Jackson to the Fair Housing Commission. Yes votes – Council Members Henderson, Tolefree, Atkins, Burks-Frazer, Moseley and Marshall. Nay – none. Absent – none.
- 2. Update Industrial Prospects:** Mayor Reep reported on two industries that were planning to come to Warren: The first is BluSki, INC. Environmental who are planning to move into the old poultry plant and the second, MaxSum, will be buying property located at the Industrial Park. Everything is moving along with both projects.
- 3. Street Closing:** The Warren Chamber of Commerce requested that W. Cypress St. be closed for "Market on Main" 8:00 a.m. to 3:00 p.m. on Sept. 21, 2024. Council Member Atkins motioned to approve closing W. Cypress St. for Market on Main; Council Member Burks-Frazer seconded. The Council voted 6-0 to approve the closing of W. Cypress St on Sept. 21. 2024. Yes votes – Council Members Atkins, Burks-Frazer, Henderson, Moseley, Marshall and Tolefree. Nay – none. Absent – none.

Public Comments

A. Council Member (s) Recognized:

1. Jimmy Domineck with the Wolf Pack came forward asking to have the street closed at 504 York St. on August 24, 2024, 7:00 p.m. to 1:00 a.m. for a birthday bash. Council Member Tolefree motioned to approve the street closing; Council Member Moseley seconded. The Council voted 6-0 to approve the street closing at Mr. Dominick's request. Yes votes – Council Members Tolefree, Moseley, Atkins, Burks-Frazer, Henderson, Atkins and Marshall. Nay -none. Absent – none.
2. Mrs. Shanelle Hooper and Mrs. Arletta Allen came forward to speak about the community project that was done on August 10, 2024, that served about 250 children with back-to-school supplies.
3. Mrs. Mary Wylie came forward to speak against the request being made by Mr. Wayne White to rezone property on Penister St. Mr. Whites request to rezone property from residential to commercial was not approved by the Warren Planning Commission. Mr. White had asked for an appeal.
4. Mrs. Wayne White came forward to speak in favor of her husband's request to rezone the property.
5. Mrs. Strong (Mr. White's mother) also came forward to speak in favor of allowing the rezone request.
6. Aminah Ali came forward to ask that the streetlights on her street, 406 Turner, be fixed so they will work and to add more lighting. Ms. Ali also asked that the sidewalks be cleaned of grass growing alongside them.
7. Mr. Willie Thomas came forward to ask that his neighborhood/street (Boyd St.) be put outside the city limits. He is unhappy about being asked to clean up his property.

Mr. White had asked for an appeal concerning the denial of his rezone request. On a motion made by Council Member Henderson and a second by Council Member Atkins, the Council voted 6-0 to uphold the Warren Planning Commissions decision to not grant the rezone request. Mr. White was granted 30 days to have the property cleaned.

B. Signed In or Called: None

ADMINISTRATIVE AND STANDING COMMITTEE REPORTS

Police Chief: Shaun Hildreth.

Monthly Report: The monthly report for July 2024 was presented to the Council. Chief Hildreth stated that the Warren Police Department is actively looking for police officers.

POLICE COMMITTEE REPORTS: Alderman Burks-Frazer, Chairman.

1. **Dispatch Study:** No action.

Fire Chief: Chuck Moore

Monthly Report: Chief Moore presented the fire department's July 2024 report to the Council along with insurance information regarding burned property and payments to the city. Chief Moore stated that the fire department would soon be doing roof checks on the commercial buildings downtown.

Fire Committee: Council Member Tolefree, Chairman: Nothing currently.

Sanitation Manager: Rob Johnson.

Monthly Report: The monthly sanitation report was presented in the packet for July 2024 to the Council. Solid waste is running well, the department has a full crew, and the new grapple truck is working great. 38 limb pickups and 31 house junk pickups have been completed since getting the grapple truck going.

Sanitation Committee: Council Member Atkins, Chairman. Nothing currently.

1. **Recycling Grant:** The department is getting ready to apply for a recycling grant soon.

Building Official: Rob Johnson

Monthly Building Report: The July 2024 monthly report was presented to the Council.

1. **Property Cleanup Complaints:**
2. **Condemned Properties List –**
 1. **1007 Phillips Street** – pending, no action currently.
 2. **504 Rock** – no action, plans to clean up are underway. The property owner has some people that are planning to help clean the area up.
 3. **113 Cloquet** – Mobile home has been torn down and waiting for debris removal.
 4. **1110 Penister** – Rezone was not approved, ordered cleaned up. Council Member Tolefree motioned for the city to work with the property owner for another month, giving him until September to have property cleaned. Council Member Henderson seconded. The Council voted 6-0 to give the property owner of 1110 Penister until September to have the property cleaned. Yes votes- Council Members Tolefree, Henderson, Atkins, Burks-Frazer, Moseley and Marshall. Nay – none. Absent – none.

5. **#7 Southern Court** – nothing has been done to clean up the property. Council Member Tolefree motioned to have charges filed in district court to have the property cleaned up, Council Member Moseley seconded. The Council voted 6-0 to file charges in district court to order the property cleaned up. Yes votes – Council Members Tolefree, Moseley, Atkins, Henderson, Burks-Frazier and Marshall. Nay – none. Absent – none.
6. **Food Trucks:** Mayor Reep assigned this topic to the Community Economic Development Committee.

Street Foreman: Monty Hearnberger. The street department's July 2024 report was presented to the Council. The department has started sweeping streets and it will take a bit of time to get to every street, but Mr. Hearnberger assured the Council that every street would eventually get swept and this would be a continuing project.

Street Committee: Council Member Moseley, Chairman.

1. **Street paving bid** – Council Member Moseley motioned that the street paving bid be awarded to Cato's Trucking, Asphalt & Paving Co, INC. for being the lowest bid, Council Member Atkins seconded. The Council voted 6-0 to award the street paving contract to Cato's Trucking, Asphalt & Trucking Co, INC. Yes votes – Council Members Moseley, Atkins, Henderson, Marshall, Burks-Frazier and Tolefree. Nay – none. Absent – none.
2. **Street Name Change:** Council Member Moseley motioned to table changing the name of Abernathy St. as requested by Norma J, Henderson, Minter in honor of her mother, Council Member Atkins seconded. The Council voted 6-0 to table changing the name of Abernathy Street. Yes votes – Council Members Moseley, Atkins, Henderson, Marshall, Burks-Frazier and Tolefree. Nay – none. Absent – none.

Community and Economic Development Committee – Chairman Angela Marshall. There was a committee meeting on July 23, 2024.

1. **Privacy Fencing:** After having researched what some other cities are doing, the committee recommended having Mr. Johnson go out to properties when applying for a permit to build a fence, have him look at the property on a case-to-case basis, fences already established will be grandfathered in however new fences would be no higher than 6 ft high.
2. **City Property on Main St.:** Waiting on proposal.
3. **Cultural Center Update:** Currently looking for grants, no action currently.
4. **Depot Kitchen & Renovations:** Waiting for the specs for the carpentry work from the architect and as soon as those are ready the mayor will put out for bid.

5. **Old Street Shop**: Waiting for the environmental study to be finished.
6. **Downtown Trees**: The committee investigated the cost of having 30-gallon trees set downtown, having the old stumps taken out and removed and type of trees to have put down. Total cost was given at \$17, 216.00 for this project. It was also discussed that the city might partner with UAM Forestry Department for assistance with caring for the trees as part of the forestry department's learning process. Council Member Marshall motioned to contact UAM to inquire about assistance with caring for the trees that will be put downtown, Council Member Frazer-Burks seconded. The Council voted 6-0 to contact UAM. Yes votes- Council Member Marshall, Burks-Frazer, Atkins, Henderson, Moseley and Tolefree. Nay – none. Absent – none.
7. **City Flag Selection**: Two flag designs were picked out, but some modifications were needed on both. The Committee suggested sending back to have that done and brought back to the Council for approval.

Ways and Means Committee: Council Member Henderson, Chairman:

1. **Personnel Policy Review**: No action currently.
2. **Rescue Funds**- Council Member Henderson updated the Council on the balance of the rescue funds.
3. **Contract for South Arkansas & Fair Market**: Council Member Henderson motioned to approve to enter into a contract with the South Arkansas & Fair Market in the amount of \$2,500.00 to support the things they do for the county and City of Warren, Council Member Tolefree seconded. The Council voted 5-0 to enter into a contract with South Arkansas & Fair Market for the year of 2024 in the amount of \$2,500.00. Yes votes – Council Member Henderson, Tolefree, Burks-Frazer, Atkins, Marshall. Nay – none. Absent – none. Abstention -Council Member Moseley.
4. **Land Purchase**: Still working on options, no action currently.
5. **Water & Sewer Rates**: The Warren Water Commission has had a water and wastewater study done by the Arkansas Rural Water Association. The association would like to be present at a City Council meeting to go over the numbers proposed for the city water/wastewater system.

Park and Recreation Commission – Kyle Wagnon, Director

Director's Report: The Parks & Recreation July 2024 report was presented to the Council.

Planning Commission: Chairman Jennifer Rodriguez: Minutes of the July 1, 2024, meeting was presented to the Council.

Aviation Commission: Dr. Joe Wharton, Chairman. No meeting.

Water and Sewer Commission: Mr. Boyce Hamlet, Chairman:

Minutes and Balance Sheet: The minutes for the June 21, 2024, Commission meeting was presented to the Council along with the financial statements and balance sheets. Minutes were also presented for a special call Warren Water & Sewer meeting on July 10, 2024.

Warren Housing Authority Commission: Mr. Hugh Quimby, Chairman. The minutes of the July 22, 2024, Warren Housing Authority Board of Commissioners meeting was presented to the Council.

Cultural Center Commission: Memory Frazer, Chairman.

1. **Monthly Report:** The monthly financial report was presented to the Council. Still working on grant money and funding options to bring back to the Council for review.
2. **Unfinished Business:**
 1. **Municipal Building Roof-** no action.

New Business: None.

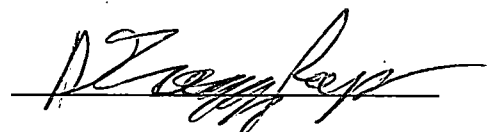
Announcement:

1. Labor Day is September 2, 2024. The Municipal Building will be closed but garbage will be picked up.

Pay Bills for July 2024: On a motion by Council Member Tolfree and a second by Council Member Henderson, the Council voted 6-0 to pay the July 2024 bills. Yes votes: Council Members Tolfree, Henderson, Moseley, Marshall, Atkins, and Burks-Frazer. Nay votes – None. Absent- None.

Set Meeting: Mayor Reep stated the next agenda meeting will be held Thursday, September 5, 2024, at 7:00 am and the Council meeting at 5:30 pm in the Municipal Building Council Chambers September 9, 2024, at 5:30 p.m.

Adjourn: Mayor Reep adjourned the meeting.



Mayor R. Gregg Reep

ATTEST:

Janice Nelson
Janice Nelson, City Clerk