**MINUTES OF THE REGULAR WARREN CITY COUNCIL MEETING**

**June 8, 2020**

**5:30 P.M.**

**INVOCATION:** Alderman Zachary Burks gave the invocation.

**CALL TO ORDER:** Mayor Pennington led the Council and audience in the Pledge of Allegiance and called the meeting to order. The meeting was held in the courtroom of the municipal building. Aldermen Henderson and Frazer attended via telephone.

**ROLL CALL:** On roll call by City Clerk Helen Boswell, the following aldermen were present: Ward 1 – Angela Marshall and Joel Tolefree; Ward 2 – Emily Moseley and Memory Frazer; Ward 3 – Dorothy Henderson and Zachary Burks.

**MINUTES OF PREVIOUS MEETINGS:** On a motion by Alderman Henderson and second by Alderman Marshall, the Council voted 6-0 to approve the minutes of the May 11, 2020 meeting as emailed and received. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson, and Burks. Nay votes: none.

**CITY CLERK’S REPORT**

**Statement of Revenue & Expenditures:** City Clerk Helen Boswell presented the Statement of Revenue and Expenditures and Cash Balances for the month of May 2020.

On a motion by Alderman Henderson and second by Alderman Marshall, the Council voted 6-0 to approve the Statement as presented. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson and Burks. Nay votes: none.

**City Sales & Use Tax:** A report of the City Sales and Use Tax received was presented to the Council for its information. The City received $78,953.60 for May 2020.

**County Sales & Use Tax:** A report of the County Sales and Use Tax received was presented to the Council for its information. The City received $51,357.10 for May 2020.

**District Court Clerk’s Report:** The District Court Clerk’s monthly written report for the month of June 2020 was presented to the Council for its information.

**MAYOR’S REPORT**

**Unexpected Capital Outlay Expenses:** Mayor Pennington presented to the Council a list of unexpected, unbudgeted capital outlay expenses for its information, which included upgraded IT equipment at a cost of $12,489.56, replace radio console at a cost of $28,356.70 and replace and move AC unit at a cost of $7,500.00 all at the Warren Police Department. The list also included replacing a downstairs hall AC unit at the municipal building, which she is getting quotes on.

There was some discussion about the City of Warren handling calls for Bradley County and City of Hermitage and the cost for managing these calls. The City operates the 9-1-1 system and is paid $6,000.00 a month by Bradley County and $100.00 per month from City of Hermitage. Chief Hildreth explained that the 9-1-1 system and the radio console that needs to be replaced are two different machines.

**Ordinance #926:** On a motion by Alderman Henderson and second by Alderman Burks, the Council voted 6-0 to place Ordinance #926 on its first reading, an ordinance permitting Alderman Memory Frazer to hold employment with the City of Warren. Aye votes: Aldermen Marshall, Moseley, Henderson, Tolefree and Burks. Nay votes: none. Abstain: Alderman Frazer.

Mayor Pennington read the ordinance. On a motion by Alderman Henderson and second by Alderman Moseley, the Council voted 6-0 to suspend the rules and place Ordinance #926 on its second reading. Aye votes: Aldermen Marshall, Moseley, Henderson, Tolefree and Burks. Nay votes: none. Abstain: Alderman Frazer.

Mayor Pennington read the ordinance for the second time. On a motion by Alderman Henderson and second by Alderman Burks, the Council voted 6-0 to suspend the rules and place Ordinance #926 on its third and final reading. Aye votes: Aldermen Marshall, Moseley, Henderson, Tolefree and Burks. Nay votes: none. Abstain: Alderman Frazer.

Mayor Pennington read the ordinance for the third time. On a motion by Alderman Henderson and second by Alderman Burks, the Council voted 6-0 to adopt Ordinance #926. Aye votes: Aldermen Marshall, Moseley, Henderson, Tolefree and Burks. Nay votes: none. Abstain: Alderman Frazer.

**Resolution #A-646:** Mayor Pennington read proposed Resolution A-646, a resolution honoring Beverly Ann Holloway Reep. On a motion by Alderman Burks and second by Alderman Henderson, the Council voted 6-0 to adopt Resolution A-646 with a correction. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson and Burks. Nay votes: none.

**Resolution #A-647:** Mayor Pennington read proposed Resolution A-647, a resolution: Warren, Arkansas is essential: in support of fair, direct federal emergency support to reopen and rebuild local American economies. Alderman Henderson made a motion to adopt the resolution; Alderman Tolefree questioned the language in a paragraph. Mayor Pennington stated that she would call the AML for clarification. The Council decided to table the matter, Alderman Henderson rescinded her motion.

**Resolution #A-648:** Mayor Pennington read proposed Resolution A-648, a resolution by the City Council of Warren, Arkansas, authorizing the mayor to reopen city facilities. After some discussion about security and on a motion by Alderman Burks and second by Alderman Marshall, the Council voted 6-0 to adopt Resolution A-648, excluding the Warren City Park. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson and Burks. Nay votes: none.

**Resolution #A-649:** Mayor Pennington read proposed Resolution A-649, a resolution by the City Council of Warren, Arkansas, authorizing the mayor to sign agreements with the Arkansas Game and Fish Commission in order to construct a pistol and rifle range on the Warren Shooting Sports Complex property. On a motion by Alderman Henderson and second by Alderman Frazer, the Council voted 6-0 to adopt Resolution A-649. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson and Burks. Nay votes: none.

**Resolution #A-650:** Mayor Pennington read proposed Resolution A-650, a resolution to enter into three contracts of obligation and obtain a Letter of Credit. On a motion by Alderman Burks and second by Alderman Marshall, the Council voted 6-0 to adopt Resolution A-650. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson and Burks. Nay votes: none.

**ADMINISTRATIVE AND STANDING COMMITTEE REPORTS**

**POLICE CHIEF:** Shaun Hildreth, Police Chief.

**Monthly Report:** Chief Hildreth presented the Warren Police Department’s monthly report for

May 2020.

**POLICE COMMITTEE:** Alderman Memory Frazer, Chairman. No business.

**FIRE CHIEF:** Mike Ashcraft, Fire Chief.

Mr. Ashcraft presented the Warren Fire Department’s report for the month of May 2020.

**Monthly Report:** The Fire Department’s monthly report reflected 32 calls, 3 of those were toned out and 21 firefighters attended training. The payroll for the month was $1,460.00.

**FIRE COMMITTEE:** Alderman Joel Tolefree, Chairman. No business.

**SANITATION MANAGER:** Mike May, Sanitation Manager. Mr. May’s report for May 2020 was presented to the Council.

**SANITATION COMMITTEE:** Alderman Angela Marshall, Chairman. No business.

**BUILDING OFFICIAL:** Mike May, Building Official.

**Monthly Report:** The building codes report was presented to the Council for May 2020, which reflected 3 building permits, 6 electrical permits, and 3 plumbing permits, for an income of $933.00.

**STREET FOREMAN:** Ricky Davis, Street Foreman. Mr. Davis was absent.

**STREET COMMITTEE:** Alderman Emily Moseley, Chairman. No business.

**COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE:** Alderman Angela Marshall, Chairman. Alderman Marshall stated the committee will schedule a meeting later.

**WAYS AND MEANS COMMITTEE:** Alderman Dorothy Henderson, Chairman.

Alderman Henderson presented to the Council the tenure bonus for 2020. On a motion by Alderman Henderson and second by Alderman Moseley, the Council voted 6-0 to pay tenure bonus in the amount of $10,771.20, which included $8,800.00 for the eligible employees, $673.20 FICA, and $1,298.00 retirement. Aye votes: Aldermen Marshall, Tolefree, Moseley, Frazer, Henderson and Burks. Nay votes: none.

**REPORTS AND BUSINESS OF BOARDS AND COMMISSIONS**

**PLANNING COMMISSION:** Jennyfer Rodriguez, Chairman.

**Minutes:** The Warren Planning Commission did not meet in May.

**AVIATION COMMISSION:** Dr. Joe Hank Wharton, Chairman.

**Minutes:** The Warren Aviation Commission did not meet in May.

**WATER AND SEWER COMMISSION:** Mr. Boyce Hamlet, Chairman.

**Minutes and Balance Sheet:** The minutes of the April 24, 2020 meeting of the Warren Water and Sewer Commission was presented to the Council for its information.

**PARKS AND RECREATION COMMISSION:** Kyle Wagnon, Director.

**Director’s Report:** Mr. Wagnon’s report for May 2020 was presented to the Council.

**WARREN HOUSING AUTHORITY COMMISSION:** Mr. Hugh Quimby, Chairman.

**Minutes:** The Warren Housing Authority Board of Commissioners did not meet in May.

**CULTURAL CENTER COMMISSION:** Alderman Memory Frazer, Chairman.

**Monthly Report:** Mayor Pennington presented the Cultural Center report for the month of May 2020, which reflected expenditures in the amount of $860.67 to be paid in the following manner: Outside organizations - $.00, City of Warren – $.00, and Warren School District - $860.67 plus $86.07 depreciation.

**UNFINISHED BUSINESS:** Alderman Burks inquired about plans for the old Bryant building. There was discussion about other properties that need to be cleaned up.

**NEW BUSINESS:** None.

**PUBLIC COMMENTS**

**Signed in or called:** No one signed in.

**Aldermen Recognized:** No one was recognized.

**ANNOUNCEMENTS:** Mayor Pennington expressed the importance of responding to the 2020 census; she announced that the Bradley County firework show is scheduled for Saturday, June 13, 2020 at 9 p.m.

and that the All-School reunion parade is scheduled for July 4, 2020 at 10:00 a.m. She also stated that Ashley Foreman is the new director of the Bradley County Chamber of Commerce and BCEDC.

**PAY BILLS FOR MAY 2020:** On a motion by Alderman Marshall and second by Alderman Henderson, the Council voted 6-0 to pay the bills for May. Aye votes: Aldermen Marshall, Tolefree, Moseley, Henderson, Frazer and Burks. Nay votes: none.

**SET MEETING:** Mayor Pennington said that the agenda meeting will be Thursday, July 9, 2020 at 7:00 a.m. and the next City Council meeting is scheduled for Monday, July 13, 2020 at 5:30 p.m., in the Municipal Courtroom.

**ADJOURN:** On a motion by Alderman Henderson and second by Alderman Moseley, the Council voted 6-0 to adjourn. Aye votes: Aldermen Marshall, Tolefree, Moseley, Henderson, Frazer and Burks. Nay votes: none.

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 Denisa Pennington, Mayor

ATTEST:

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Helen Boswell, City Clerk