

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

CITY OF WARREN
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JANICE NELSON, City Clerk
COUNCIL MEMBER
JOEL TOLEFREE
EMILY MOSELEY
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MINUTES OF THE REGULAR WARREN CITY COUNCIL MEETING

September 9, 2024

5:30 p.m.

OPENING PRAYER: Opening prayer was led by Rev. Derrick Perry of Mt. Carmel Baptist Church, Warren, AR.

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 August 12, 2024, regular City Council Meeting: On a motion made by Council Member Henderson and a second by Council Member Burks-Frazer, the Council voted 6-0 to approve the minutes of the August 12, 2024, Council Meeting. Yes votes – Council Members Henderson, Burks-Frazer, Moseley, Tolefree, Atkins, and Marshall. Nay-None. Absent-none.

City Clerk's Report

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

City Sales and Use Tax: A report on the City Sales and Use Tax received since the tax was passed was presented to the Council for their information. The city received \$86,701.37 for the month of August 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 \$64,141.84 for the month of August 2024.

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

Mayor's Report: Mayor Reep asked that Kyle **Wagnon-Parks & Recreation Director** be moved from under 8. A-Reports and Business of Boards and Commissions ahead of the Mayor's Report because Mr. Wagnon needed to be somewhere else before his allotted time. Council Member Henderson motioned to move 8. A. ahead of mayor's report, Council Burks-Frazer seconded. The Council voted 6-0 to place 8.A. ahead of the mayor's report. Yes votes – Council members Henderson, Burks-Frazer, Atkins, Moseley, Marshall and Tolefree. Nay – none. Absent – none.

Mr. Wagnon explained that the city pool had a leak that would need to be repaired and expected it to be rather costly. Mr. Wagnon would be getting estimates from local plumbers for cost but stated it would need to be addressed prior to reopening next year. Mayor Reep stated that the city would be looking into any grants that may be available.

Mayor's Report:

- 1. Update Industrial Projects:** BlueSky Carbon Inc. located in the old poultry building in Industrial Park is actively building its first line for production. We are waiting for the official announcement to be made. The second industrial project is the biochar company purchasing the two lots owned by the city located at the industrial park. They are waiting to finish up the environmental study which is moving forward looking at an approximate finish date of around March 2025.
- 2. Resolution No. A-695 (levy 5 mill tax):** Mayor Reep read aloud Resolution A-695 a (5-mill tax levy). Council Member Henderson motioned to adopt Resolution A-695; Council Member Burks-Frazer seconded. The Council voted 6-0 to adopt Resolution A-695: a 5-mill tax levy. Yes votes – Council Members Henderson, Burks-Frazer, Atkins, Moseley, Marshall and Tolefree. Nay – none. Absent – none.
- 3. Planning Commission Appointment – Beth Langdon:** Mayor Reep recommended appointing Beth Langdon to the Warren Planning Commission. Council Member Henderson motioned that the appointment of Beth Langdon be approved, Council

Member Burks-Frazer seconded. The Council voted 6-0 to approve the appointment of Beth Langdon to the Warren Planning Commission. Yes votes – Council Members Henderson, Burks-Frazer, Atkins, Moseley, Marshall and Tolefree. Nay – none. Absent – none.

4. **Ordinances for City Facilities & Homeless:** This issue deals with the homeless population occupying living space on city property. Mayor Reep recommended turning it over to the Community Economic Development Committee for further review to see what is being done in other cities to combat this situation. Without objection from the Council, Mayor Reep appointed this matter to the Community Economic Development Committee to investigate.
5. **AML Planning Meeting:** Council Member Henderson gave a report on the recent meeting of the Executive Committee Meeting of the Arkansas Municipal League.
6. **Resolution No. A-696 (street sweeper):** Mayor Reep read aloud Resolution A-696 (street sweeper) authorizing the mayor to enter into a lease purchase contract for a street sweeper with Arvest, that the mayor would sign on behalf of the City of Warren. Council Member Henderson motioned to adopt Resolution A-696; Council Member Burks-Frazer seconded. The Council voted 6-0 to adopt Resolution A-696 authorizing the mayor to enter into a contract with Arvest Bank on behalf of the City of Warren, Arkansas. Yes votes – Council Members Henderson, Burks-Frazer, Atkins, Moseley, Marshall and Tolefree. Nay – none. Absent – none.

B. Council Members Recognized: None.

C. Signed in or called:

Reverend Linda Strong came forward asking that the city replace city street signs that are not legible and in need of repair. Rev. Strong also mentioned she was having problems with stray dogs all around her property stating something needed to be done about the issue.

Council Member Marshall stated that she was approached by a lady by the name of Mrs. Burnice Johnson Martin who is 104 and still living on her own in Warren, suggesting that she be recognized in some way. Mayor Reep stated that a proclamation would be appropriate.

Administrative and Standing Committee Reports

A. **Police Chief** – Shaun Hildreth: Police Chief Shaun Hildreth’s monthly report for August 2024 was presented to the Council. Chief Hildreth stated that his department was still actively looking to hire more police officers.

B. **Police Committee**: Council Member Burks-Frazer, Chairman:

1. **Dispatch Study**: No action

2. **Camera’s**: No action

Committee Chairman Burks-Frazer stated that she planned to have a Police Committee meeting early next week.

C. **Fire Chief** – Chuck Moore: Chief Moore gave his monthly August 2024 report to the Council.

D. **Fire Committee** – Council Member Tolefree, Chairman: Nothing currently.

E. **Sanitation Manager**: Rob Johnson gave his monthly report for August of 2024. Mayor Reep explained a letter the Sanitation Department received from Mr. Scott Honeycutt explaining that he had bought a piece of property that had been cleaned up by the city with a lien on it for \$3,000.00 He stated that when he bought the property, he was unaware of the lien and asked the city to expunge the lien. Council Member Henderson motioned to deny the request of expunging the lien, Council Member Burks-Frazer seconded. The Council voted 6-0 to deny the request being made by Mr. Honeycutt to expunge the \$3,000.00 lien. Yes votes – Council Members Henderson, Burks- Frazer, Atkins, Moseley, Marshall and Tolefree. Nay – none. Absent – none.

F. **Sanitation Committee**: Council Member-Chairman Atkins gave a summary of the committee meeting discussion that was held on August 29, 2024. The committee discussed changing the garbage pickup schedule, the work week and a small increase in garbage fees to provide large containers for its residents for a more efficient work week and cost management. Council Member-Chairman Atkins proposed to leave in committee until the full committee could meet to discuss all the options.

1. **Update on Recycling Grant**- Grant pending

2. **Truck Purchase for Sanitation**- The Sanitation Department purchased a 2019 Chevrolet 4X truck under the allotted \$20,000.00 approved by the Council.

3. **Update on Solid Waste** – General report given..

4. **Staffing Status-** good, currently full crew.

G. Building Official: Mr. Rob Johnson

1. **Monthly Report-** The monthly report for August of 2024 was presented by Mr. Johnson.
2. **Property Clean-up Complaints:** Mr. Johnson presented 420 Oak St. as being ready to be put on condemnation list as time for cleanup was up. Council Member Burks-Frazer motioned to place 420 Oak St. on the condemnation list, Council Member Atkins seconded. The Council voted 6-0 to put 420 Oak St. on the condemnation list. Yes votes – Council Members Burks-Frazer, Atkins, Henderson, Moseley, Marshall and Tolefree. Nay – none. Absent – none.
3. **Condemnation List-** Current
 - a. **1007 Phillips St.-** recommended more time.
 - b. **504 York St –** more time.
 - c. **#7 Southern Court –** more time.
 - d. **1119 Penister St. –** The owner stated that he will cleanup the property. The city will monitor progress.

H. Street Foreman: Monty Hearnberger

1. **Monthly Report-** Mr. Hearnberger gave the monthly report for August 2024. The street department has been bush hogging, repairing street signs, installing some speed bumps and completed Hazel St. culvert repair.

I. Street Committee – Council Member Moseley, Chairman:

1. **Street Name Change – Abernathy St.-** Remains tabled.

J. Community and Economic Development Committee: Council Member Marshall,
Chairman:

1. **Privacy Fencing-** will be bringing ordinances to Council for discussion and or approval.
2. **City Property on Main St. -** Still looking at plans.
3. **Cultural Center Update-** Searching for grants.
4. **Depot Kitchen and Renovations-** Mayor Reep stated the city had gotten the specs back the past Friday for the first phase of the project. The city has gotten the specs out to some local contractors and will be seeking bids.
5. **Old Street Shop –** Mayor Reep stated that the project of the environmental cleanup is progressing.
6. **Downtown Tree's –** Still gathering information

7. **City Flag Selection** – Two flag designs have been selected but some work needs to be done finessing the trees to look more like pines trees. Once that is done a selection will be made for a city flag by the City Council.
8. **Food Trucks** – Will be discussing this topic at the next committee meeting.
9. **City Property and the Homeless** - This matter will be discussed at the next committee meeting.

K. **Ways and Means Committee**: Council Member-Chairman Henderson: Chairman Henderson asked committee members to check their calendars for a meeting to be held on September 24, 2024, at 4:30 to follow up on personnel policy change to bring to the full Council for approval in the October Council meeting.

1. **Personnel Policy Review** - Should be meeting September 24, 2024, at 4:30.
2. **Rescue Funds** – Have until December 31, 2024, to spend the remaining ARPA funds.
3. **Land Purchase** – Council Member Henderson asked the full Council to review the contract for any questions they might have that was sent by Friday Law Firm and after contract is vetted will have a full Council meeting to discuss. Mayor Reep stated that the Arkansas Municipal League had gone over the contract and found no issues. The BCEDC also has a copy and is going over the contract. Mayor Reep stated he was also sending a copy of the contract to ADFA to have them go over it as well.
4. **Water & Sewer Rates** – Mayor Reep stated that hopefully in late September the Water Association would set a time to come meet with the Council to discuss a rate study.
5. **City Finances** - Mayor Reep stated that we would have to be looking into places to cut the budget if the city plans to provide at least a 2% raises to its employees. Council Member Henderson stated that it was important to at least continue to provide the employees with a 2% raise, looking into all areas of the budget.

Reports and Business of Boards and Commissions

A. **Parks & Recreation Commission** – Kyle Wagnon, Director

1. **Director's Report** – moved up above Mayor's Report.

Planning Commission – Jennifer Rodriguez, Chairman: The minutes of the August 26, 2024, Planning Commission meeting were present to the Council.

Aviation Commission: Dr. Joe Wharton, Chairman: Minutes of the Warren Aviation Commission held on August 15, 2024, were presented to the Council.

Water and Sewer Commission: Mr. Boyce Hamlet, Chairman: The minutes for the July 19, 2024, meeting was presented to the Council along with the financial statements and balance sheets.

Warren Housing Authority Commission: Mr. Hugh Quimby, Chairman: No meeting.

Warren Cultural Center Commission: Council Member Burks-Frazer: The Warren Cultural Center monthly report for August 2024, was presented to the Council.

Unfished Business:

A. **Municipal Building Roof** – Options are still being explored.

New Business: None.

Announcements:

1. Market on Main Saturday, September 21, 2024, from 8:00a.m. to 2:00 p.m.
2. The Chamber of Commerce Annual Banquet is September 24, 2004.
3. The Municipal Building will be closed October 14, 2024, in observance of Columbus Day. Council Member Henderson motioned to change the City Council meeting from October 14, 2024, to October 15, 2024, due to the 14th being a holiday. Council Burks-Frazer seconded. The Council voted 6-0 to move the Council meeting from the 14th of October to the 15th at 5:30. Yes votes – Council Members Henderson, Burks-Frazer, Atkins, Moseley, Marshall and Tolefree. Nay- none. Absent-none.

Pay Bills for August 2024: Council Member Henderson motioned to pay the August 2024 bills; Council Member Tolefree seconded. The Council voted 6-0 to pay the August 2024 bills. Yes votes – Council Member Henderson, Burks-Frazer, Atkins, Moseley, Marshall and Tolefree. Nay – none. Absent – none.

Set Meeting for October: The October agenda meeting will be held on Thursday, October 10, 2024, and the Council Meeting will be held on October 15, 2024, at 5:30 p.m. in the Municipal Building Council Chamber.

Adjourn: Mayor Reep adjourned meeting.



Mayor R. Gregg Reep

ATTEST: Janice Nelson
Janice Nelson, City Clerk

ORDINANCE NO. 958

AN ORDINANCE TO AMEND ORDINANCE NO. 220
AND FOR OTHER PURPOSES

WHEREAS, by Ordinance No. 220, The City of Warren, Arkansas, adopted as zoning regulations for the City of Warren, Arkansas, the zoning regulations prepared for the Warren Planning Commission by City Planning Division, University of Arkansas, Fayetteville, Arkansas, dated May 1964, and adopted by the Warren Planning Commission on the 11th date of May 1964; and

WHEREAS, the Warren Planning Commission has certified to the City Council of Warren, Arkansas, that said ordinance should be amended to classify the property in the City of Warren, Arkansas, hereinafter described, from R-1 to C-1, in order to open and operate a Business at that location.

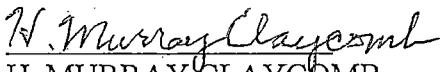
NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WARREN, ARKANSAS:

SECTION 1. That Ordinance No.220 of the City of Warren, Arkansas, including but not limited to, all maps and descriptions of zoning districts be, and the same hereby is amended to classify all that property in the City of Warren, Arkansas, described in Attachment "A" to this Ordinance, and incorporated herein as if set forth word for word in this Ordinance, from R-1 to C-1, in order to open and operate a FOOD TRUCK business at that location.

SECTION 2. This Ordinance shall be in full force and effect from and after its adoption and publication.

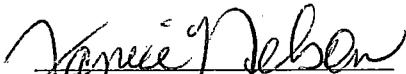
DATED this 9th day of September, 2024.

APPROVED


H. MURRAY CLAYCOMB
City Attorney

APPROVED


R. GREGG PEEP
MAYOR


JANICE NELSON
City Clerk

CERTIFICATE

I, the undersigned City Clerk of the City of Warren, Arkansas, hereby certify that the

foregoing is a true and correct copy of the Ordinance No. 9 58, passed by the City Council of Warren, Arkansas, in regular session the 9th day of September, 2024, and that said Ordinance is now of record in Ordinance Book 7.

IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of September 2024.





JANICE NELSON
City clerk

ATTACHMENT A.

Lot No. 8 of Subdivision of Lots 5, 6, 7, 8, 10 & 11 of Block 48, Turner's Map of the City of Warren, Arkansas, as per plat of said subdivision on file in the office of the Clerk and Ex-Officio Recorder in and for Bradley County, Arkansas.

R. GREGG REEP, Mayor
COUNCIL MEMBER
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RESOLUTION NO. A-695

A RESOLUTION REQUESTING THE BRADLEY COUNTY QUORUM COURT TO LEVY A 5-MILL TAX ON ALL TAXABLE PROPERTY IN THE CITY OF WARREN, ARKANSAS.

BE IT RESOLVED BY THE CITY COUNCIL OF WARREN, ARKANSAS:

WHEREAS it is determined that a 5-mill tax levy is necessary for proper financing and operation of the city government of Warren, Arkansas.

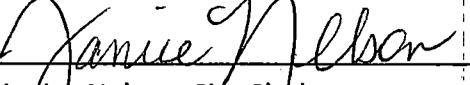
NOW, THEREFORE, BE IT RESOLVED:

THAT, the Quorum Court be, and it is hereby requested to levy a 5-mill tax on all taxable property in the City of Warren for the use and benefit of said city.

ADOPTED this 9th day of September 2024.


R. Gregg Reep, Mayor
City of Warren

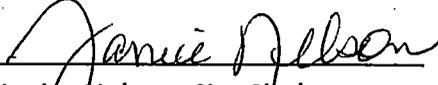
ATTEST:


Janice Nelson, City Clerk

CERTIFICATION

I, Janice Nelson, City Clerk of the City of Warren, Arkansas, do hereby certify the foregoing statement is a true and correct copy of the resolution adopted by the City Council of Warren, Arkansas on the 9th day of September 2024.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET BY HAND ON THE 9th DAY of September 2024.


Janice Nelson, City Clerk



R. GREGG REEP, Mayor

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A RESOLUTION NO. A-696

A RESOLUTION BY THE CITY COUNCIL OF WARREN, ARKANSAS, AUTHORIZING THE MAYOR TO ENTER INTO A LEASE PURCHASE CONTRACT WITH ARVEST BANK AND THE MAYOR TO SIGN SAID CONTRACT ON BEHALF OF THE CITY OF WARREN, ARKANSAS

WHEREAS: the City Council of Warren, Arkansas deems it necessary and proper to enter into a "Lease-Purchased Contract" with the Arvest Bank for purposes of securing a new Isuzu Street Sweeper from Tymco; and

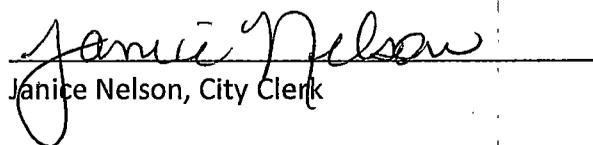
WHEREAS: the City of Warren has determined that it is necessary to lease from Arvest Bank as the financing bank at the lower rate of 5.94%.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Warren, Arkansas that the mayor of said city is hereby authorized to enter into an agreement with Arvest Bank to finance the purchase of the new Isuzu Street Sweeper from Tymco for the Street Department of Warren.

ADOPTED the 9th day of September 2024.


R. Gregg Reep, Mayor

ATTEST:


Janice Nelson, City Clerk