

Pea Ridge City Council
Regular Meeting
November 21, 2023

The Pea Ridge City Council met in a Regular Meeting on Tuesday, November 21, 2023, at 6:00 p.m., in the Council Room at the City Hall Administration Building.

Those present were: Mayor Nathan See, City Clerk Sandy Button, Council Members Ginger Larsen, Steve Guthrie, Cody Keene and Jeff Neil. Also present was City Attorney Shane Perry. Absent were Council Members Nadine Telgemeier and Matt Blood.

Others present were: Annette Beard, Ken Hayes, Stephanie Henson, Shane Henson, Rich Fordham, Isaac Vanderhoff, John Langham, Monte Keene, Nick Larsen, Joshua Johnson, Aaron Clark, Dustin Phy, Douglas Myrick and Casey McDaniel.

Mayor Nathan See called the meeting to order.

Mayor Nathan See opened the meeting in prayer and led those present in the Pledge of Allegiance.

Public Comments: None

Alderman Neil moved, seconded by Alderman Keene to approve the minutes of the October 17, 2023, Regular Meeting. The roll being called, the vote was as follows: Ginger Larsen abstained; Steve Guthrie voted aye; Cody Keene voted aye; Jeff Neil voted aye; and Nathan See voted aye. Motion passed.

On a recommendation from Clerk Button, Alderman Keene moved, seconded by Alderman Guthrie to approve a Court Fee Collection Services Agreement. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene, seconded by Alderman Guthrie, moved to introduce Ordinance Number 820 by title only. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Mayor See read Ordinance Number 820 by title only, which is entitled:

AN ORDINANCE AMENDING PEA RIDGE MUNICIPAL
CODE, TITLE 14, THE OFFICIAL ZONING ATLAS MAP
OF PEA RIDGE, ARKANSAS, TO REZONE CERTAIN
LAND BELONGING TO THE EVALENE MAE MYRICK LIVING
TRUST FROM RESIDENIAL (R-1) TO COMMERCIAL (C-1)

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Alderman Keene, seconded by Alderman Neil, moved that the rule requiring the reading of an ordinance by title only on three different days be suspended. Mayor See put the question on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Thereupon Mayor See declared that at least two-thirds of all members of the council have voted in favor of the motion to suspend the rule. The motion was carried, and the rule suspended. Mayor See then read the Ordinance by title only.

Alderman Neil, seconded by Alderman Keene, moved that the Ordinance be adopted. The question was put by Mayor See on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

The Mayor thereupon declared the Ordinance adopted and signed the Ordinance, which was attested by the City Recorder and sealed with the Seal of the City.

Mayor See read Resolution Number 514, which is entitled:

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO AGREEMENTS WITH ENGINEERS TO COMPLETE DESIGN PLANS FOR THE PURPOSED CITY COMMUNITY CENTER.

Alderman Keene moved, seconded by Alderman Neil to approve Resolution Number 514 as read. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene, seconded by Alderman Guthrie, moved to introduce Ordinance Number 822 by title only. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Mayor See read Ordinance Number 822 by title only, which is entitled:

AN ORDINANCE AMENDING TITLE 15 SUBDIVISION REGULATIONS OF THE PEA RIDGE MUNICIPAL CODE DESIGNATING ALL BUILDING SETBACKS AS DRAINAGE AND UTILITY EASEMENTS; REQUIRING 911 ADDRESSES; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES

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Alderman Keene, seconded by Alderwoman Larsen, moved that the rule requiring the reading of an ordinance by title only on three different days be suspended. Mayor See put the question on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Thereupon Mayor See declared that at least two-thirds of all members of the council have voted in favor of the motion to suspend the rule. The motion was carried, and the rule suspended. Mayor See then read the Ordinance by title only.

Alderman Neil, seconded by Alderman Guthrie, moved that the Ordinance be adopted. The question was put by Mayor See on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene, seconded by Alderman Guthrie, moved that the Emergency Clause be adopted. The question was put by Mayor See on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

The Mayor thereupon declared the Ordinance and Emergency Clause were adopted and signed the Ordinance, which was attested by the City Recorder and sealed with the Seal of the City.

Alderman Keene, seconded by Alderman Guthrie, moved to introduce Ordinance Number 823 by title only. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Mayor See read Ordinance Number 823 by title only, which is entitled:

AN ORDINANCE ESTABLISHING WATER METER FEES
TO RECOVER COSTS OF NEW WATER METERS;
AMENDING CHAPTER 10.08.07 OF THE PEA RIDGE
MUNICIPAL CODE; DECLARING AN EMERGENCY; AND
FOR OTHER PURPOSES

Alderwoman Larsen, seconded by Alderman Keene, moved that the rule requiring the reading of an ordinance by title only on three different days be suspended. Mayor See put the question on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

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Thereupon Mayor See declared that at least two-thirds of all members of the council have voted in favor of the motion to suspend the rule. The motion was carried, and the rule suspended. Mayor See then read the Ordinance by title only.

Alderman Keene, seconded by Alderman Guthrie, moved that the Ordinance be adopted. The question was put by Mayor See on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene, seconded by Alderwoman Larsen, moved that the Emergency Clause be adopted. The question was put by Mayor See on the adoption of the motion and the roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

The Mayor thereupon declared the Ordinance and Emergency Clause were adopted and signed the Ordinance, which was attested by the City Recorder and sealed with the Seal of the City.

The council discussed the December 31, 2021 and December 31, 2022, City of Pea Ridge Regulatory Basis Financial Statements and Other Reports from Legislative Audit. The City again had a perfect audit with no comments. Alderman Neil moved, seconded by Alderman Guthrie to accept the 2021 and 2022 Audits as presented. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Mayor See read Resolution Number 516, which is entitled:

A RESOLUTION AMENDING THE "AT WILL"
EMPLOYEE HANDBOOK AND PERSONNEL POLICIES
FOR THE CITY OF PEA RIDGE. ARKANSAS

Alderman Keene moved, seconded by Alderman Guthrie to approve Resolution Number 516 as read. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Mayor See read Resolution Number 517, which is entitled:

A RESOLUTION EXPRESSING THE WILLINGNESS OF
CITY OF PEA RIDGE
TO UTILIZE FEDERAL-AID FUNDS
FOR THE FOLLOWING PROJECT:
NORTH DAVIS STREET SIDEWALK PROJECT

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Alderman Neil moved, seconded by Alderman Keene to approve Resolution Number 517 as read. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Mayor See read Resolution Number 518, which is entitled:

A RESOLUTION ESPRESSING THE WILLINGNESS OF
CITY OF PEA RIDGE
TO UTILIZE FEDERAL-AID FUNDS
FOR THE FOLLOWING PROJECT:
LEE TOWN ROAD TRAIL PROJECT

Alderman Neil moved, seconded by Alderwoman Larson to approve Resolution Number 518 as read. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

The 2024 Budget was presented with the Total Receipts/Expenditures for each department as follows:

BOND ACCOUNT	\$ 50,000.00
CITY GENERAL	9,745,776.00
CITY PARK	101,550.00
FIRE DEPARTMENT ACT 833	25,000.00
HIGHWAY IMPROVEMENT	10,000.00
IMPACT FEES	1,204,000.00
LIBRARY	96,000.00
NEW 1% SALES TAX	1,500,000.00
SEWER DEPARTMENT	1,476,000.00
SEWER IMPACT FEES	499,500.00
STREET DEPARTMENT	1,461,000.00
STREET FUND	800,000.00
UNDERCOVER OPERATIONS	20,000.00
WATER DEPARTMENT	3,692,431.00
WATER IMPACT FEES	225,000.00
TOTAL BUDGET AMOUNT	\$20,906,257.00

Mayor See read Resolution Number 515, which is entitled:

A RESOLUTION APPROVING AND ADOPTING A BUDGET FOR
OPERATION OF THE CITY FOR THE CALENDAR YEAR 2024.

November 23, 2023

Alderman Keene moved, seconded by Alderman Guthrie to approve Resolution Number 515 as read. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene moved, seconded by Alderman Guthrie to pay the current council members \$200 per meeting attended and the Planning Commission members \$175 per meeting attended in 2023. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene moved, seconded by Alderman Neil to approve end of the year merit awards in the amount of \$1,500.00 for full time employees and \$1,000.00 for part time employees. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Alderman Keene moved, seconded by Alderman Guthrie to approve an end of the year merit award in the amount of \$2,500.00 for Mayor Nathan See. The roll being called, the vote was as follows: Ginger Larsen voted aye; Steve Guthrie voted aye; Cody Keene voted aye; and Jeff Neil voted aye. Motion passed.

Announcements:

Mayor See stated the Holiday Market on November 11th was a complete success and recognized Natasha and Watson Neal for their support and planning of this event.

The Beta Alpha and City of Pea Ridge Annual Christmas Parade and Tree Lighting Ceremony will be Saturday, December 2nd at 5:30 p.m. The parade will start at Equity Bank and run down Curtis ending in the downtown area.

The Regular Council Meeting for December will be Tuesday, December 19th at 6 p.m.

Alderwoman Larson moved, seconded by Alderman Keene to adjourn the meeting. Motion passed unanimously.

Nathan See, Mayor

Sandy Button, City Clerk