



## **AGENDA**

**MEETING OF THE MOUNTAIN HOME CITY COUNCIL  
APRIL 7, 2022. 6:00 P.M.  
COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING**

Public Hearing  
Pledge of Allegiance  
Prayer  
Roll Call  
Minutes from the March 17, 2022 Council Meeting  
Committee Reports  
Announcements

### **NEW BUSINESS**

**AN ORDINANCE AMENDING ORDINANCE NO. 2022-17, 2022-4, 2021-17, 2021-10, 2020-27, 2019-27, 2017-17, 2016-4, 2014-3, 2012-11, 2011-12, 2009-17, 2009-12, 2008-37, AS AMENDED BY 96-033, 07-31, 06-14, 05-03, 04-04, 03-37, 03-05, 02-27, 02-20, 02-09, 01-04, TO EXPAND AND REDEFINE THE JOB CLASSIFICATION AND COMPENSATION PLAN IN ORDER TO ENHANCE EFFICIENT MANAGEMENT WITHIN THE DEPARTMENTS OF THE CITY OF MOUNTAIN HOME.** presented by Sue Edwards of Human Resources

**AN ORDINANCE REPEALING ORDINANCE 2022-9 AND WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE PURCHASE OF (3) TR-60 70HP AIRE-O2 TRITON AERATOR/MIXER** presented by Water & Sewer Director Alma Clark

### **DISCUSSION REGARDING TRASH RECEPTACLES**

Respectfully Submitted,  
Brian A. Plumlee, City Clerk

**CITY OF MOUNTAIN HOME**

720 South Hickory • Mountain Home, Arkansas 72653 • Phone: (870) 425-5116 • (870) 425-9290  
[www.cityofmountainhome.com](http://www.cityofmountainhome.com)

## REGULAR CITY COUNCIL MEETING – MARCH 7, 2022

1. The Mountain Home City Council met in regular session March 17, 2022 in the Council Chambers of the Municipal Building. Mayor Hillrey Adams called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance and a prayer.
2. **ROLL CALL** The following council members were present for the roll call: Nick Reed, Jim Bodenhamer, Jennifer Baker, Susan Stockton, Carry Manuel, Robert Van Haaren and Wayne Almond were present for the meeting. Councilwoman Evans was absent from the meeting.
3. **OFFICIALS IN ATTENDANCE** Mayor Hillrey Adams, City Clerk Brian Plumlee, City Attorney Roger Morgan, Water & Sewer Director Alma Clark, Street Director Arnold Knox, Police Chief Eddie Griffin, and Fire Chief Kris Quick.
4. **PRESS** Scott Liles ( Baxter Bulletin )
5. **MINUTES** Councilman Baker made a motion to approve the council meeting minutes from March 3<sup>rd</sup> , 2022. The motion was seconded by Councilwoman Stockton. The City Clerk recorded the following vote: all present – yes.

### 6. **NEW BUSINESS**

**AN ORDINANCE AUTHORIZING A USAGE VARIANCE FOR THE PURPOSE OF ALLOWING THE OPERATION OF A SPECIALTY RESTAURANT IN AN AREA ZONED COMMERCIAL C-3. ( Located at 1039 South College Street )** City Attorney Roger Morgan put the ordinance on first reading and read it by title only.

**SECOND READING** Councilwoman Baker made a motion to suspend the rules and put the ordinance on second reading, Councilman Manual seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a second time by title only.

**THIRD READING** Councilman Baker made a motion to suspend the rules and read the ordinance for the third time by title only. Councilman Manual seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a third time by title only.

**ADOPTION...** Councilwoman Baker made the motion to adopt the ordinance it was seconded by Councilman Van Haaren. The City Clerk recorded the following vote: all present – yes. The ordinance was declared adopted.

**AN ORDINANCE AMENDING ORDINANCE NO. 2022-4, 2021-17, 2021-10, 2020-27, 2019-27, 2017-17, 2016-4, 2014-3, 2012-11, 2011-12, 2009-17, 2009-12, 2008-37, AS AMENDED BY 96-033, 07-31, 06-14, 05-03, 04-04, 03-37, 03-05, 02-27, 02-20, 02-09, 01-04, TO EXPAND AND REDEFINE THE JOB CLASSIFICATION AND COMPENSATION PLAN IN ORDER TO ENHANCE EFFICIENT MANAGEMENT WITHIN THE DEPARTMENTS OF THE CITY OF MOUNTAIN HOME.** City Attorney Roger Morgan put the ordinance on first reading and read it by title only.

**SECOND READING** Councilman Van Haaren made a motion to suspend the rules and put the ordinance on second reading, Councilwoman Baker seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a second time by title only.

**THIRD READING** Councilman Baker made a motion to suspend the rules and read the ordinance for the third time by title only. Councilman Almond seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a third time by title only.

**ADOPTION...** Councilwoman Baker made the motion to adopt the ordinance it was seconded by Councilman Van Haaren. The City Clerk recorded the following vote: all present – yes. The ordinance was declared adopted.

**EMERGENCY CLAUSE...** Councilwoman Baker made a motion to pass the emergency clause, Councilwoman Stockton seconded the motion. City Clerk Brian Plumlee recorded the following vote: all present – yes.

**REQUEST BY THE MOUNTAIN HOME FIRE DEPARTMENT TO DISPOSE OF OR DONATE .** Councilman Van Haaren made a motion to approve the request. City Clerk Brian Plumlee recorded the following vote: all present – yes.

**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT CITY OF MOUNTAIN HOME, ARKANSAS PROJECT NO. 19W01130 AMENDMENT NO.1** Councilwoman Baker made a motion to approve the request. The motion was seconded by Councilman Reed. The City Clerk recorded the following motion.

**AN ORDINANCE WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE PURCHASE OF A 4 X 2 FORD TRANSIT T-SERIES VAN & AUTHORIZE THE INSTALL OF SEWER CAMERA EQUIPMENT PURCHASED THRU HGAC INTO THE VAN** City Attorney Roger Morgan put the ordinance on first reading and read it by title only.

**SECOND READING** Councilman Van Haaren made a motion to suspend the rules and put the ordinance on second reading, Councilwoman Stockton seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a second time by title only.

**THIRD READING** Councilman Van Haaren made a motion to suspend the rules and read the ordinance for the third time by title only. Councilwoman Baker seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a third time by title only.

**ADOPTION...** Councilman Van Haaren made the motion to adopt the ordinance it was seconded by Councilwoman Baker. The City Clerk recorded the following vote: all present – yes. The ordinance was declared adopted.

**EMERGENCY CLAUSE...** Councilman Van Haaren made a motion to pass the emergency clause, Councilwoman Baker seconded the motion. City Clerk Brian Plumlee recorded the following vote: all present – yes.

**AN ORDINANCE AMENDING THE SCHEDULE OF RATES TO BE CHARGED AND COLLECTED FOR SEWER SYSTEM USERS OF THE CITY OF MOUNTAIN HOME, AMENDING ORDINANCE NO. 2021-9** City Attorney Roger Morgan put the ordinance on first reading and read it by title only.

**SECOND READING** Councilwoman Baker made a motion to suspend the rules and put the ordinance on second reading, Councilwoman Stockton seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a second time by title only.

**THIRD READING** Councilman Baker made a motion to suspend the rules and read the ordinance for the third time by title only. Councilman Manual seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a third time by title only.

**ADOPTION...** Councilwoman Baker made the motion to adopt the ordinance it was seconded by Councilwoman Van Haaren. | The City Clerk recorded the following vote: all present – yes. The ordinance was declared adopted.

**AN ORDINANCE AMENDING THE SCHEDULE OF RATES TO BE CHARGED AND COLLECTED FOR WATER SYSTEM USERS OF THE CITY OF MOUNTAIN HOME; REPEALING ORDINANCE NO. 2021-8 AND PRESCRIBING OTHER MATTERS RELATING THERETO.** City Attorney Roger Morgan put the ordinance on first reading and read it by title only.

**SECOND READING** Councilwoman Baker made a motion to suspend the rules and put the ordinance on second reading, Councilman Reed seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a second time by title only.

**THIRD READING** Councilman Baker made a motion to suspend the rules and read the ordinance for the third time by title only. Councilman Manual seconded the motion. The City Clerk recorded the following vote: all present – yes. The motion was declared adopted and the ordinance was read for a third time by title only.

**ADOPTION...** Councilwoman Baker made the motion to adopt the ordinance it was seconded by Councilman Reed. The City Clerk recorded the following vote: all present – yes. The ordinance was declared adopted.

**APPROVAL TO ALLOW W/S DEPARTMENT TO SELL E343 TRENCHER” THAT WAS PURCHASED IN 2001.** Councilwoman Baker made a motion to approve the request. Councilman Van Haaren seconded the motion. City Clerk Brian Plumlee recorded the following vote: all present -yes.

**ADJOURN...6:41P.M.** with no further business to come before the council. Mayor Adams declared the meeting adjourned at 6:41 p.m.

---

HILLREY ADAMS, MAYOR

ATTEST:

---

BRIAN A. PLUMLEE, CITY CLERK

Minutes  
Personnel Committee Meeting: April 5, 2022

**Meeting Purpose:** To review proposed Position Classification Table change for “Treasurer” to “Director of Finance and Treasury”.

**Committee Members:** Committee Chair Susan Stockton, Jennifer Baker, Wayne Almond, and Carry Manuel.

**Officials Present:** Mayor Adams, HR Coordinator Sue Edwards, City Treasurer Marshella Norell.

**Media:** None Present

---

The meeting was called to order at approximately 1:00 pm.

The Mayor addressed the committee in regard to the anticipated resignation of part time Treasurer, Marshella Norell. She met with HR and the Mayor to discuss the future direction of that role last week. Marshella took the role in 2019 to fill an urgent vacancy with the no intent to make it permanent. She has determined that the time has come for her to step down and indicated that the City would be best served by a full-time candidate. The workload has steadily increased for this position and will continue to do so as the City expands its facilities.

HR has consulted with the Municipal League attorney and received guidance on changing the title of the position to Director of Finance and Treasury. This will continue to be a direct report to the mayor, appointed by City Council and still be considered as “Treasurer” for the city organizational structure and to remain compliant with statute.

As a Director, the position will move to a pay grade 39 salaried exempt from the current pay grade of Treasurer pay grade 18 hourly nonexempt. This move reflects the increased responsibilities of a full time Director. It will also permit the city to pursue candidates who have a broad knowledge of accounting practices and city government experience.

After some discussion, the committee determined that an ordinance making these changes should be written and put before the Council on Thursday evening.

There was also some discussion regarding possible changes to the Wage Scale. Currently there are different numbers of steps for each pay grade. The lower pay grades have a lesser amount and top out at an earlier point. There were numerous comments made on the Employee Engagement Survey regarding long term employees not being eligible for yearly raises, and many felt this was a punishment for loyalty. By adjusting the scale so that all grades have equal steps it will help address part of those concerns.

HR is currently working on a proposed chart which will in turn have to go to the Treasurer’s office for budgeting purposes.

The meeting adjourned at 1:35 p.m.

Respectfully submitted,  
Sue Edwards

ORDINANCE NO: 2022 –

AN ORDINANCE AMENDING ORDINANCE NO. 2022-17, 2022-4, 2021-17, 2021-10, 2020-27, 2019-27, 2017-17, 2016-4, 2014-3, 2012-11, 2011-12, 2009-17, 2009-12, 2008-37, AS AMENDED BY 96-033, 07-31, 06-14, 05-03, 04-04, 03-37, 03-05, 02-27, 02-20, 02-09, 01-04, TO EXPAND AND REDEFINE THE JOB CLASSIFICATION AND COMPENSATION PLAN IN ORDER TO ENHANCE EFFICIENT MANAGEMENT WITHIN THE DEPARTMENTS OF THE CITY OF MOUNTAIN HOME.

**WHEREAS**, the Job Classification and Compensation Plan was adopted in 1996 and has served the City well since that time; and,

**WHEREAS**, the Job Classification and Compensation Plan recommends the classification system be reviewed no less than every three years for continuity and fairness; and,

**WHEREAS**, adjustments need to be made in order to meet the needs of the departments of the City of Mountain Home; and,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN HOME:**

**Section 1:** It is in the economic interest of the City of Mountain Home to amend the Job Classification and Compensation Plan as it relates to the following:

- 1) The Position Classification Table (see attached Exhibit A) has been revised based upon recommendations of the Mayor, City Treasurer and Human Resources to provide better classification for the current position of Treasurer, pay grade 18, hourly non-exempt and to better serve the citizens of Mountain Home.
- 2) This ordinance will create a new position titled Director of Finance and Treasury with a pay grade of 39 and a salaried exempt status.
- 3) The City Treasurer is an Officer of the City (ACA §14-43-405) and shall take the Oath of Office as required by ACA §14-43-316. Any person filling this office shall be a resident of the City of Mountain Home.
- 4) This position is appointed by a two-thirds vote of the City Council.
- 5) The Mayor shall have direct supervision over the daily activities of the Director of Finance and Treasury.
- 6) This position will be known as “The Treasurer” in the organizational structure of the City to meet state statute requirements, but as “Director of Finance and Treasury” in regard to city personnel policy. (As suggested by the Municipal League attorney.)

**Section 2:** That all other provisions of the Job Classification and Compensation Plan of the City of Mountain Home shall remain in full force and effect unless specifically changed by the provisions of this Ordinance.

**Section 3:** That all other provisions of this Code, so far as they are the same as ordinances existing at the time of adoption of this Code, shall be considered as a continuation thereof and not as new enactments. All past amended ordinances will not be listed in the title of future ordinances.

**Section 4: EMERGENCY CLAUSE:** The revised Position Classification Table affects the employees of the City departments, who in turn contribute to the safety and welfare of the residents of Mountain Home, Arkansas; therefore, an emergency is declared to exist, and this ordinance shall be in full force and effect from and after its passage.

Hillrey Adams, Mayor

**ATTEST:**

Brian Plumlee, City Clerk

## Table 4 Position Classifications – 2022

### GRADE 39 – EXEMPT

---

Director – Water & Sewer Services  
Director – Street Services  
Director – Fire Services  
Director – Police Services  
Director – Parks & Recreation Services  
Director – Finance and Treasury

### GRADE 37 – EXEMPT

---

Engineer

### GRADE 36 – EXEMPT

---

Assistant Police Chief  
Assistant Fire Chief  
Assistant Director

### GRADE 18 – EXEMPT

---

Chief Financial Officer  
Human Resources Coordinator  
Manager  
Building Official

### GRADE 17 – NON-EXEMPT

---

Chief Deputy Treasurer

### GRADE 16 – NON-EXEMPT

---

Chief Court Clerk  
Deputy Treasurer  
Computer & Software Technician

### GRADE 15 – NON-EXEMPT

---

Fire Marshal – Fire Department

### GRADE 14 – NON-EXEMPT

---

Battalion Chief – Fire Department  
Plant Supervisor  
Warehouse Supervisor  
Foreman with Water/Wastewater IV  
Maintenance Supervisor  
Inspector – Fire Department  
CAD Draftsman  
Office Manager / Inventory Comptroller  
Parks Maintenance Supervisor  
Patrol Lieutenant  
SRO Lieutenant  
CID Lieutenant

### GRADE 13 – NON-EXEMPT

---

Captain – Fire Department  
Patrol Sergeant  
CID Sergeant  
SRO Sergeant

### GRADE 12 – NON-EXEMPT

---

Lieutenant – Fire Department  
Foreman  
Assistant Supervisor

Office Manager  
Chief Deputy Court Clerk  
Water/Wastewater IV  
Operations Manager  
Program Coordinator  
Patrol Corporal  
CID Corporal  
SRO Corporal

#### GRADE 11 – NON-EXEMPT

---

Engineer – Fire Department  
Lab Tech  
Water/Wastewater III  
Patrol First Class  
CID First Class  
School Resource Officer First Class

#### GRADE 10 - NON-EXEMPT

---

Firefighter  
Plumbing Inspector  
Patrol Officer  
Probation Officer / Work Release Coordinator  
Equipment Operator  
Concrete Finisher  
Maintenance Operator  
Communications Supervisor, Sergeant  
CID Investigator  
School Resource Officer

#### GRADE 9 – NON-EXEMPT

---

Mayor's Secretary  
Apprentice Operator / Water Treatment/Sewer Treatment  
Communications Supervisor, Corporal

#### GRADE 8 – NON-EXEMPT

---

Secretary  
Administrative Secretary  
District Court Clerk  
Billing Clerk  
Communications Officer  
Communications Officer/Secretary  
Maintenance & Building Coordinator  
Inventory Clerk  
Meter Maintenance  
Laborer/Truck Driver With CDL

#### GRADE 7 – NON-EXEMPT

---

Facility Maintenance

#### GRADE 6 – NON-EXEMPT

---

Clerk / Receptionist  
Laborer

**AN ORDINANCE REPEALING ORDINANCE 2022-9 AND WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE PURCHASE OF (3) TR-60 70HP AIRE-O<sub>2</sub> TRITON AERATOR/MIXER**

**WHEREAS**, the City of Mountain Home Wastewater Department is desirous of purchasing (3) TR-60 70 HP aire-o<sub>2</sub> triton aerator/mixer.

**WHEREAS**, the (3) TR-60 70 HP aire-o<sub>2</sub> triton aerator/mixers is necessary to meet the needs of the Wastewater Department.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF MOUNTAIN HOME, ARKANSAS**

**SECTION 1.** The Wastewater Department of the City of Mountain Home, Arkansas desires to purchase (3) TR-60 70 HP aire-o<sub>2</sub> triton aerator/mixers for the purpose of replacing existing rotor assembly units that are used for aerating/mixing wastewater to enhance better efficiency of the wastewater treatment.

**SECTION 2.** Due to the nature of the purchase and the amount or purchase competitive bidding is neither feasible nor practical.

**Section 3.** That the Wastewater Department is hereby authorized to purchase (3) TR-60 70 HP aire-o<sub>2</sub> triton aerator/mixer for a sum not to exceed \$240,000 (Two Hundred and Forty thousand dollars) from Aeration Industries International to be paid for out of the W/S depreciation Fund account# 1000-13072-00.

**Section 4.** Ordinance 2022-9 is hereby repealed.

**WHEREAS**, the purchase of the (3) TR-60 70 HP aire-o<sub>2</sub> triton aerator/mixers are necessary for Wastewater Department. An emergency is therefore declared to exist; and this Ordinance shall be in full force and effect from and after its passage.

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022.**

\_\_\_\_\_  
**Hillrey Adams, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Brian A. Plumlee, City Clerk**