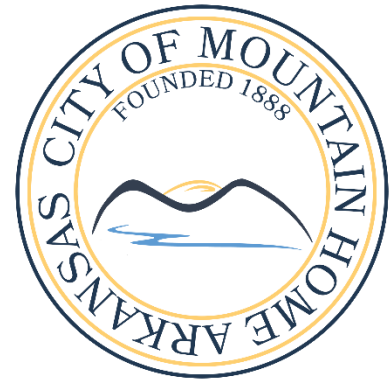


MOUNTAIN HOME CITY COUNCIL REGULAR MEETING AGENDA

THURSDAY, SEPTEMBER 19, 2024 @ 5 P.M.
COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING
720 HICKORY STREET, MOUNTAIN HOME, ARKANSAS

Pledge of Allegiance
Prayer
Roll call
Minutes from the September 5TH Council meeting
Committee reports
Bank reconciliations
Agenda additions
Announcements



OLD BUSINESS

NEW BUSINESS

A RESOLUTION LEVYING A 2-MILL PROPERTY TAX FOR THE CITY OF MOUNTAIN HOME ON THE COUNTY COLLECTOR'S BOOKS FOR THE FORTHCOMING YEAR, presented by Hillrey Adams

AN ORDINANCE AMENDING ORDINANCE NO. 2023-34, 2023-18, 2022-45, 2022-32, 2022-21 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 Strop

AN ORDINANCE AMENDING ORDINANCE NO. 2022-04, 2022-50, 2023-3, AND 2023-44 TO REDEFINE THE WAGE SCALE AND COMPENSATION PLAN IN ORDER TO ENHANCE EFFICIENT MANAGEMENT WITHIN THE DEPARTMENTS OF THE CITY OF MOUNTAIN HOME, ARKANSAS, presented by Sue Edwards Strop

UPDATE ON THE NORTH CENTRAL ARKANSAS ECONOMIC ALLIANCE'S WORK ON BEHALF OF THE CITY, presented by the North Central Arkansas Economic Alliance

COMMENTS

ADJOURN

Respectfully submitted,
Scott Liles, City Clerk

MINUTES
REGULAR CITY COUNCIL MEETING – Thursday, September 5th, 2024

1. The Mountain Home City Council met in regular session on September 5, 2024, in the Council Chambers of the Municipal Building. Mayor Hillrey Adams called the meeting to order at 5 p.m.
2. **CITY OFFICIALS IN ATTENDANCE** Mayor Hillrey Adams, City Clerk Scott Liles, City Attorney Roger Morgan, Planning Director Arnold Knox, Police Chief Eddie Griffin, Fire Chief Kris Quick, Parks Director Daniel Baxley and Fire Marshal Shawn Lofton.
3. **MEDIA IN ATTENDANCE** Caroline Spears of the Baxter Bulletin. The meeting was also streamed on Facebook by XL-7 TV.
4. **ROLL CALL** Following the Pledge of Allegiance and an invocation, the following Council members were present for the roll call: Bob Van Haaren, Susan Stockton, Jennifer Baker, Wayne Almond, Carry Manuel, Jim Bodenhamer and Nick Reed. Council member Paige Evans was absent.
5. **APPROVAL OF THE AUGUST 15TH MINUTES** Council member Jennifer Baker made a motion to approve the minutes from the Council’s August 15th meeting. The motion was seconded by Council member Bob Van Haaren. *The vote was recorded as follows: Yes – All present, Absent – Paige Evans. The motion carried, and the August 15th minutes were adopted.*
6. **NEW BUSINESS**

A RESOLUTION AUTHORIZING A PUBLIC HEARING WITH REGARD TO ABANDONMENT OF A UTILITY EASEMENT IN THE CITY OF MOUNTAIN HOME If adopted, this Resolution would schedule a public hearing regarding abandoning a public easement located in Big Creek Estates. The hearing would be held on Thursday, October 3, at 4:55 p.m. prior to that night’s Council meeting. The easement in question runs between lots 86 and 87 of Big Creek’s Phase I development and does not currently involve water or sewer utilities. The two lots are owned by a single property holder, and that person wishes to build across the undeveloped easement. Council member Jennifer Baker made a motion to adopt the Resolution and was seconded by Council member Wayne Almond. *The vote was recorded as follows: Yes – All present, Absent – Paige Evans. The Resolution was declared adopted and numbered Resolution No. 2024-22.*

A RESOLUTION WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE CITY OF MOUNTAIN HOME PARKS DEPARTMENT TO CONTRACT WITH SPECIALIZED OUTDOOR SERVICES FOR RENOVATIONS TO COOPER PARK’S LESTER WHITE FIELD FOR A SUM NOT TO EXCEED \$71,625 If adopted, this Resolution would waive competitive bidding and allow the Parks Department to contract with Specialized Outdoor Services to renovate

Cooper Park's Lester White Field for \$71,625. The field, named after Mountain Home's longtime American Legion coach, was last renovated in the 1990s and is presently used by both Mountain Home's American Legion program and the baseball/softball teams from Arkansas State University-Mountain Home. Last month the Council approved the expenditure of \$71,625 for the renovation, and waiving bidding on the labor contract would be the final step to securing those services. Parks Director Daniel Baxley noted that ASUMH would also be contributing at least \$10,000 towards the field's renovations. Council member Jennifer Baker made a motion to adopt the Resolution and was seconded by Council member Susan Stockton. *The vote was recorded as follows: Yes – All present, Absent – Paige Evans. The Resolution was declared adopted and numbered Resolution No. 2024-23.*

A RESOLUTION WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE CITY OF MOUNTAIN HOME WATER DEPARTMENT TO PURCHASE A 2019 CATERPILLAR DOZER FROM RIGGS CAT OF SPRINGDALE FOR A SUM NOT TO EXCEED \$90,500 If adopted, this Resolution would waive competitive bidding and allow the Water Department to purchase a used 2019 Caterpillar dozer from Riggs CAT of Springdale for \$90,500. Planning Director Arnold Knox explained that putting out bids for used equipment is very difficult since the condition of each possible item can vary. Council member Jennifer Baker made a motion to adopt the Resolution and was seconded by Council member Bob Van Haaren. *The vote was recorded as follows: Yes – All present, Absent – Paige Evans. The Resolution was declared adopted and numbered Resolution No. 2024-24.*

AN ORDINANCE TO UPDATE THE MOUNTAIN HOME CITY CODE BY REPEALING OUTDATED AND ANTIQUATED SECTIONS OF CODE; TO REPEAL AND REMOVE SECTIONS 2.60 "PUBLIC FACILITIES BOARD," 4.20 "TAXI FRANCHISE," AND 9.20 "STREET CONSTRUCTION AND REPAIR" FROM THE MOUNTAIN HOME CITY CODE; TO REPEAL ORDINANCES 1991-12, 1995-01, 2002-22, 2002-23, 2004-24, 2004-34 AND 2007-21 This proposed Ordinance had previously been read at the Council's August 1 and August 15 meetings, and now appeared for its final reading. If adopted, this Ordinance would repeal three antiquated pieces of the Mountain Home Municipal Code – Section 2.60, "Public Facilities Board;" Section 4.20, "Taxicab Franchise," and Section 9.20, "Street Construction and Repair." The proposed Ordinance would also repeal the Ordinances supporting those sections of City Code. Section 2.0 details a nonexistent board that has not met in years. Section 4.20 details a taxicab franchise that has not been in effect for 12 years. Section 9.20 details a street building/repair process that the City has not adhered to for over two decades. If approved, all three sections of Code would be removed from the next edition of the Mountain Home City Code, which would likely be released sometime in 2025. Council member Bob Van Haaren made a motion to adopt the Ordinance and was seconded by Council member Susan Stockton. *The vote was recorded as follows: Yes – All present, Absent – Paige Evans. The Ordinance was declared adopted and numbered Ordinance No. 2024-13.*

AN ORDINANCE REGULATING THE RETAIL SELLING, MANUFACTURE, SHOOTING, OR DISCHARGING OF FIREWORKS WITHIN THE BOUNDARIES OF THE CITY OF MOUNTAIN HOME, ARKANSAS; REPEALING ORDINANCE NO. 2003-24 AND ORDINANCE NO. 2023-41

This proposed Ordinance had previously been read at the Council's August 1 and August 15 meetings, and now appeared for its final reading. If approved, this Ordinance would fine-tune the City's existing fireworks ordinance (Ordinance No. 2023-41) to streamline the application process for the operation of fireworks stands. It would also require all applicants seeking a retail fireworks permit or a permit for a fireworks display to be at least 12 years old and would require the applicant to provide a written letter from the property owner where the stand would be located, or the display would be held. Council member Nick Reed made a motion to adopt the Ordinance and was seconded by Council member Wayne Almond. *The vote was recorded as follows: Yes – All present, Absent – Paige Evans. The Ordinance was declared adopted and numbered Ordinance No. 2024-14.*

7. COMMENTS

IN MEMORIAM Mayor Hillrey Adams wished to note the passing of Robert "Rabbit" Fratesi, who died on September 2 at the age of 96. Rabbit and his wife, Anita, moved to the Twin Lakes Area in 1973 and operated ABC Printing Company for 18 years. Fratesi was well-known for his community involvement and work with area youth sports.

POOL CLOSURES FOR WINTER/COMMUNITY CENTER UPDATE Mary O'Shields of Mountain Home wished to thank the City for the community pool at Cooper Park. Mayor Adams reiterated that the pool at the new community center would be open in Spring 2026. Lots of construction is currently going on at the community center site, and it is possible that by the end of October the City might host tours of two of the buildings in the future community center complex. The mayor also mentioned that sponsorship opportunities exist for the community center; details on those naming packages would likely be announced sometime next year.

PUBLIC HEARING City Clerk Scott Liles reminded the public that a Water/Wastewater Committee will hold a public hearing Monday at 11 a.m. in Council Chambers. This hearing is a requirement of the Arkansas Natural Resources Commission for the City to meet the Arkansas Water Plan Compliance regulations. It allows neighboring entities to ask any questions or make comments on the City's water service area plan. It is open to all who are interested.

THIRD ANNUAL MHFD-MHPD CHARITY RAG BALL GAME The Mountain Home Fire Department and Police Department will take to the diamond Saturday, September 14, for their annual rag ball game. The game will be played at 6 p.m. at the Mountain Home High School softball field, which is located on West Road across from Hackler Intermediate School. The series is currently deadlocked at 1-1, with the Police Department rallying to take the inaugural game and the Fire Department winning last year's contest with a walk

off home run. Proceeds from the game will benefit families/causes/charities selected by each department.

8. ADJOURNMENT

With no further business to come before the council, Council member Bob Van Haaren made a motion to adjourn the meeting and drew a second from Council member Susan Stockton. *A voice vote was recorded as follows: Yes – All present, Absent – Paige Evans. Mayor Hillrey Adams then declared the meeting adjourned at 5:22 p.m.*

HILLREY ADAMS, MAYOR

ATTEST:

SCOTT LILES, CITY CLERK

Minutes

Personnel Committee Meeting: September 13, 2024

Meeting Purpose: To review proposed changes to Wage Scale, Position Classification Table and review 2025 insurance renewal

Committee Members: Committee Chair Carry Manuel, Jennifer Baker, and Wayne Almond

Officials Present: Mayor Adams, HR Coordinator Sue Edwards Strop, Directors Arnold Knox, Steve Hill and Daniel Baxley.

Media: None Present

The meeting was called to order at approximately 10:34 am by Chair Carry Manuel. Committee member Jim Bodenhamer was absent.

Sue Strop and Daniel Baxley presented a new organizational chart and positions for the Parks Department that will be implemented beginning in 2025 along with the projected timeline for hiring. Most of these positions will be part of the new Community Center.

Mayor Adams discussed the addition of a part time grant writer in 2025. This position will allow the City to take advantage of more grant opportunities as well as free up time that directors and other managers are spending on the research and writing of applications currently.

The new FLSA minimum salary threshold was presented by Sue Strop. Our current Grade 18 includes six positions, and the starting Step does not meet the new minimum threshold. Those positions (except one) will be moved to a newly created Grade 35 which starts at the minimum threshold amount. All but the Building Official position will be moved. Arnold Knox requested that it remain as Grade 18. Employees being moved will move to the Step position which most closely meets their current salary.

All changes noted above were approved.

Sue and Mayor Adams also discussed the upcoming 2025 insurance renewal. They will be meeting with all departments in mid-October to present the details to the employees. A meeting will also be held at the end of October that will include the BCBS representative and is open to employees and spouses.

All changes will be presented at the next City Council meeting on Thursday, September 19, 2024

The meeting adjourned at 10:55 am.

Respectfully submitted,
Sue Edwards Strop

ELECTED OFFICIALS

KEVIN LITTY
County Judge

CANDA REESE
County and Circuit Clerk

JOHN MONTGOMERY
Sheriff

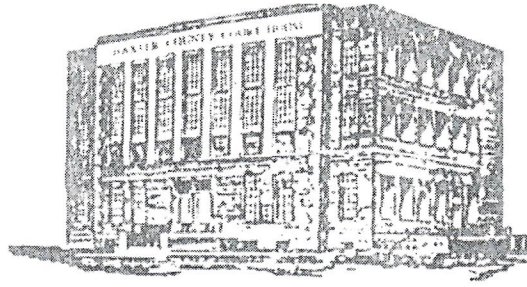
TERESA SMITH
Collector

JENAY MIZE
Treasurer

JAYME NICHOLSON
Assessor

CHARLES L. SLATER, JR.
County Surveyor

BRADLEY HAYS
County Coroner



COUNTY OF BAXTER

ONE EAST SEVENTH STREET
MOUNTAIN HOME, ARKANSAS 72653

QUORUM COURT

DENNIS FRANK
District 1

ANGELA DEGROOTE
District 2

RICK STEINER
District 3

WILLIAM DIRK WALDROP
District 4

MARYANNE EDGE
District 5

TINK ALBRIGHT
District 6

CHARLES OSGOOD
District 7

ROGER STEELE
District 8

CAMERON DAVIS
District 9

SHANNON WALKER
District 10

TY CHAPMAN
District 11

September 2, 2024

TO ALL TAXING UNITS IN BAXTER COUNTY

Arkansas Code Annotated 14-14-904 requires that County Quorum Court levy all taxes at the regular meeting in November of each year. The meeting this year will be held on Tuesday, November 5, 2024, in the Courtroom of the Baxter County Courthouse.

In order for this ordinance to be prepared for presentation to the Quorum Court, your request should be turned into the County Judge's Office no later than **Friday, October 18, 2024**. The request should be in writing to the County Judge requesting that the Quorum Court levy your taxes at **(please state millage)** Mills to be assessed in 2024 to be collected in 2025.

Thank you,

Chrissie Ford
Executive Secretary
County Judge's Office
One East Seventh St., Suite 303
Courthouse Square
Mountain Home, AR 72653
Phone: 870-425-2755

RESOLUTION NO. 2024-xx
A RESOLUTION LEVYING A 2-MILL PROPERTY TAX
FOR THE CITY OF MOUNTAIN HOME ON THE COUNTY COLLECTOR'S
BOOKS FOR THE FORTHCOMING YEAR

WHEREAS, it is necessary for the public health, welfare and safety of the citizens of the City of Mountain Home, Arkansas, that a millage tax levy be assessed and levied on the County Assessment books for the forthcoming year; and

WHEREAS, such a millage tax levy is authorized under Act 585 of the 1971 Session of the General Assembly of the State of Arkansas; and

WHEREAS, the City of Mountain Home requires the County Clerk of Baxter County, Arkansas, to so levy the said tax for the City of Mountain Home, Arkansas;

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

SECTION 1. That the City of Mountain Home, Arkansas, authorizes a 2-mill tax levy for residents of the City of Mountain Home, Arkansas. This levy shall apply for the year 2024 and shall be collected in 2025.

SECTION 2. That the City of Mountain Home, Arkansas, does hereby require the County Clerk and Collector for the Baxter County to assess said tax levy on their books and collect on behalf of the City.

SECTION 3. That the City Clerk of the City of Mountain Home, Arkansas, is hereby authorized to certify to the Baxter County Clerk that this Council has authorized the levying of a 2-mill tax on the tax books, the assessment of said tax on city residents, and the collection of said taxes.

PASSED AND APPROVED ON THIS 19th DAY OF SEPTEMBER, 2024.

HILLREY ADAMS, MAYOR

ATTEST:

SCOTT LILES, CITY CLERK

Honorable Scott Liles
City Clerk, City of Mountain Home
720 S. Hickory Street
Mountain Home, AR 72653

Honorable Kevin Litty
County Judge, Baxter County
#11 E. 7th Street, Suite 303
Mountain Home, AR 72653

September 20, 2024

Judge,

Accompanying this letter is Resolution 2024-25 from the City of Mountain Home. It calls for a 2.0 mill property tax levy for Mountain Home for the coming year. It is identical to millage requests presented in previous years.

Please include this millage on the County's appropriation ordinance to be considered at next month's Quorum Court meeting.

If you or your staff have any questions or need additional documentation, please feel free to reach out to my office.

Respectfully,

Scott Liles
City Clerk, City of Mountain Home

ORDINANCE NO: 2024-xx
AN ORDINANCE AMENDING ORDINANCE NO. 2023-34,
2023-18, 2022-45, 2022-32, 2022-21 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 to meet the needs of the departments of the City of Mountain Home;

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:

“ADDITION OF GRADE 35 STEPS 0 – 11 EXEMPT STATUS
EXISTING GRADE 18 STEPS 0-14 BECOME NON EXEMPT STATUS”

SECTION 2: That the positions currently listed as Grade 18 Exempt be moved to the newly created Grade 35, excepting Building Official, which will remain Grade 18.

SECTION 3: That newly created positions of Aquatics Administrator (Grade 19), Recreation & Sports Activity Manager (Grade 18), Outdoor Recreation Programmer (Grade 12), Recreation Programmer (Grade 12), Sports Field Specialist (Grade 8), Lead Lifeguard (Grade 8), Front Desk Attendant (Grade 8), Custodian (Grade 6), Grant Writer (PT Grade 5) and PT Front Desk Attendant (Grade 2) be added to the Position Classification Table. That Youth Program Coordinator (Grade 12), Recreation Program

Coordinator (Grade 12) be removed. And Maintenance & Building Coordinator (Grade 8) be changed to Building & Maintenance Lead.

SECTION 4: 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.

PASSED AND APPROVED THIS 19TH DAY OF SEPTEMBER, 2024.

HILLREY ADAMS, MAYOR

ATTEST:

SCOTT LILES, CITY CLERK

ORDINANCE 2024-xx

**AN ORDINANCE AMENDING ORDINANCE NO. 2022-04, 2022-50, 2023-3,
AND 2023-44 TO REDEFINE THE WAGE SCALE AND COMPENSATION PLAN
IN ORDER TO ENHANCE EFFICIENT MANAGEMENT WITHIN
THE DEPARTMENTS OF THE CITY OF MOUNTAIN HOME, ARKANSAS**

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

WHEREAS, adjustments need to be made to the wage scale for the City to remain competitive in the job market recruiting and hiring;

**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 Wage Scale as follows:

The Wage Scale shall be adjusted with the addition of a Grade 35 for salaried exempt positions that will meet the 2025 FLSA minimum threshold amount. Grade 35 will include Steps 0 through 11.

SECTION 2: The change to the Wage Scale shall be applied to the pay period beginning December 30, 2024. No retroactive changes will be made, and future Step increases will begin with the next 6- or 12- month anniversary date.

SECTION 3: 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 Ordinance.

PASSED AND APPROVED THIS 19TH DAY OF SEPTEMBER, 2024.

HILLREY ADAMS, MAYOR

ATTEST:

SCOTT LILES, CITY CLERK