



**Minutes
Vilonia City Council
February 16, 2016 @ 7:00 P.M.**

The Vilonia City Council meeting was called to order at 7:00 p.m. by Mayor James Firestone.

Members present- Clay Heslep, Skip Cates, Sherry Clements, Joe Maxwell, Jim King, and Kathy French. A quorum was declared.

Approval of minutes from meeting in January -Councilman King made a motion to approve, Councilman Maxwell 2nd and the motion carried.

Approval of financial statement for January - Councilman Maxwell made a motion to approve, Councilman King 2nd. Discussion: Councilman King asked about Sales Tax being the lowest it has been since the tornado. The Mayor stated we are about \$36 thousand down from the same period last year. He stated the economy and other factors have caused the sales tax to decrease. He also mentioned a man came in to get a building permit to build a funeral home which would be a good sign of new business coming to Vilonia. The Mayor then called for a vote and the motion carried.

Announcements -The Mayor announced the Chamber of Commerce Annual Banquet would be this Saturday the 20th. He also mentioned that on Saturday March 5th The Forest Service will be here giving out free trees and seedlings.

Fire Department - The Mayor said he understood that Keith Hillman got ill today and couldn't be with us tonight. It was mentioned by Allin Crawford that the Fire Department is working on storm boxes and it was progressing well. The Mayor said he wanted to refresh everyone's memory that we got a grant to do the storm shelter. We wanted to find a shipping container that will have all the welding and everything done that FEMA will approve. They found a place Hugg/ Hall that has a storm box that already has the FEMA approved doors and everything is done. They will come out and mount it and I think the only thing we are responsible for is the concrete on it. Hopefully we should have that in place before the prime storm season gets here. Councilman King asked how many people would the shelter hold. Allin said it was a 20 ft. container which should hold approximately 40 people. The Mayor summed it up that we are making progress on the shelter.

Planning Commission -No report given. Councilwoman French asked about the progress on Harps building project. The Mayor said they had added a few things from the original drawing and those were approved. Bill Reed stated they plan to tear out the old slab where the old shopping center was in a few weeks. Councilman King said he had talked to the manager of Harps and he was told they are planning to start construction in April. It was also said that ARCare has announced plans to build a clinic in the city sometime during 2016.



Police Department -Chief McNew reported they had a training session with the fire department concerning self-defense. Soon there will be a training session at the Nazarene Church for women concerning this subject. The Chief said they are still working on the ALEAP project involving different standards. At some point we will get through our policies that we are developing and will get a resolution to read that will say this is what we're doing. ALEAP will be coming to visit here March 3rd to do their preliminary site review to see if we have missed anything.

Parks & Rec-VSA -Allin Crawford gave a written agenda to each member of the council.

- A. Working with VSA in getting schedule set up. Registration will close February 21st, tryouts set up for February 27th.
- B. Logos contest will be submitted by March 1st, and voted on at City Hall, winner will be announced at the March City Council meeting.
- C. Softball complex field work is being completed along with sidewalks and fencing.
- D. Baseball complex is on schedule for completion in April.
- E. Advertising for part time hourly work for concession stands and field work to be done.
- F. Coke was chosen as our drink provider for the Parks and Recreation department. They will give us \$10,000.00 up front and \$5,000.00 each year for 5 years. A \$3.00 rebate will be given on each case.
- G. As soon as the Coke contract is completed we are going to supply the N.Mt.Olive complex with equipment. We are working with Kona Ice for a possible contract for snow cones.
- H. Started advertisement for selling of banner space on complex fencing.
- I. Thanks to Mr. Williams for letting us use his roller to help compact and start the grooming process for the soccer fields•
- J. We are in the process of setting up credit/debit card reading machines for concession.
- K. We plan on placing temporary fencing around soccer fields to keep children from running into traffic after balls. Allin stated he wanted to propose the next 2 items of street names to help 911responders to know exactly where they are going in emergency situations.
- L. Propose we name the long road of North Mt. Olive into the complex FOWLKES WAY to show thanks to Mr .Fowlkes for his dedication and many contributions to our city.
- M. I would like also to propose we name the sports complex off North Mt .Olive the CHARLIE WEAVER SPORTS COMPLEX to show our appreciation to Mr. Weaver for all he has contributed and done for our city.



Councilman Heslep asked Chief McNew if naming the street would help enforce speed limits. The Chief said as long as the street is posted and on city property it will be fine.

Councilman Cates asked if we knew the percentage of the debit/credit card. Allin said he is waiting on the contract and I'll let you know before we take action.

Allin mentioned about the Kona Snow Cone that they would be paying the parks 25% of gross receipts each day.

Councilwoman French complemented Allin on his fine work.

Councilman Cates said I don't want to take anything away from Freddie or Charlie but this was the first time we have heard about this and I feel we need time to think about it. The Mayor stated he had no problem with either name. Councilwoman Clements concurred they both have done a lot for our city but some may say Freddie was a paid employee. She also stated we had negative feedback on the street name where City Hall is located. The Mayor said he would prepare a resolution for the two names at the March City Council meeting. This would give everyone a month to think about this.

Chamber of Commerce - No report given.

Code Enforcement -No report given.

Senior Citizens - Councilwoman French said the center is in the process of planning their big fund raisers Dominos, Rook, and Skip Bo tournament that will be April 4th. The cost will be \$25.00 per person. To sign up call the center to inform them you will be participating.

Sewer Department - The report was given in written form dated December 15, 2015 and January 19, 2016. Financial statement 12-1-15 thru 12-31-15 and January 19, 2016.

Old Business - None.

New Business

(A) Amendment of 2015 Budget-The Mayor asked Marshall Smith Rec/Treas. to read Resolution 2016-1. Motion made by Councilman King, Councilwoman French 2nd. The Mayor then took a voice vote. Resolution 2016-1 was approved.

(B) Resolution-Petty Cash -Marshall Smith Rec/Treas. read resolution 2016-2. Motion made by Councilman Maxwell, Councilwoman French 2nd. Discussion: Councilman Maxwell questioned the \$100.00. It was decided on said resolution that under WHEREAS the amount should read \$100.00 or less. The Mayor then called for voice vote. Resolution 2016-2 was approved.



(C) 2014 Audit Completed -Under Administrative Assistant-The Mayor mentioned there was a discrepancy with a "Deposit In Transit"(moving monies from one account to another) totally \$11,460.00 for a sales tax reimbursement that failed to be recorded for the Park Fund in 2014. When a check is written from one of the City's Funds to another City Fund and is recorded as an outstanding check, a Deposit in Transit must also be recorded for the receiving fund. This has been corrected.

Under Recorder/Treasurer- Accounts payable, related to the Ark. Employment Security liability account was overstated by \$32,375.00 due to an error in the accounting software. This has been corrected.

Under Mayor/Recorder/Treasurer-There was an overpayment of \$1,350.00 on the City's contract with Fowlkes Engineering. This was corrected with the city being reimbursed 8/3/15.

Under City Clerk-There were about 8 items such as fixed asset listing or deleted, we have already done a resolution for that. There are some issues such as Remote Access Security on accounts. These are issues with our software supplier and have been corrected. They say we are inadequate on Integrity Controls, we have decided to change our information system practices. This again involves our software supplier. That has been taken care of .Another issue was Application Controls .We have worked with our vendors to correct this. They brought up we didn't have a Disaster Recovery Plan. This was addressed with our software vendor. We didn't have a formally documented and approved Business Continuity Plan in case of disaster. We now have this in place. The Mayor said he got cross ways with the auditors when they said the city could not pay utilities at the Veteran Museum since this was not our building. The Mayor stated he had talked to our City Attorney and The Municipal League attorneys and they both agreed the city owns the property .Once the building is built it is a permanent fixture and we technically own the building so there is no problem. We can pay said utilities. The auditors agreed.

The Mayor brought up one thing he forgot. He got a bid from Civil Engineering Associates for 4 scoreboards for the baseball park. The low bid was \$28,800.69 by REIContractors. Motion made by Councilman Maxwell to approve, Councilwoman French 2nd and the motion carried.

Adjournment- There being no other business the meeting was adjourned.