



## CITY OF WARD

P.O. BOX 237 • WARD, ARKANSAS 72176 • 501-843-7686

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### Council Meeting Minutes December 18, 2023 at 6:30 PM

- I. **Call to Order:** by Mayor Gastineau @ 6:30pm. Prayer was offered by council member Steven Hall followed by the pledge of allegiance.
- II. **Roll Call:** The following council members were present: Steven Hall, Charles Chapman, Stacey McMinn, Robin Hefner, Casey Brooke, and Rob Ruble. We have a quorum. Mayor Charles Gastineau, City Attorney Chris Lacy, and City Clerk Krystal Rummel were also in attendance.
- III. **Review/approval of Council Minutes:** Council member Brooke made a motion to approve the November 13, 2023 council minutes, second by council member Hefner. Motion passes with a 6-0 voice vote.
- IV. **Department Reports and Financials:** Council member Brooke made a motion to approve the department reports for the October and November financials, seconded by council member Chapman. Motion passes with a 6-0 voice vote.
- V. **Planning Commission Report:**  
Chairman Peters presented the Planning Commission report. Council member Chapman made a motion to approve the Deerfield Estates Phase 5 final plat, seconded by council member Hall. Motion passes with a 6-0 voice vote. Council member Chapman made a motion to approve the Deerfield Estates Phase 6 final plat, seconded by council member Hall. Motion passes with a 6-0 voice vote. Council member Hall made a motion to approve the Planning Commission report as presented, seconded by council member Ruble. Motion passes with a 6-0 voice vote. There will not be a Planning Commission meeting for the month of December.
- VI. **Old Business:** None
- VII. **New Business:**
  - A. **RESOLUTION 2023-30: A RESOLUTION TO ESTABLISH THE ANNUAL OPERATING BUDGET FOR CALENDAR YEAR 2024** was read by title only by City Clerk Rummel. Council member Hefner requested an engineering study to move city hall to the Ward co-op, currently the Ward Water Operations location. Mayor Gastineau requested to table this to next month stating that budgets can be amended. Council member Hefner agreed. Council member Ruble made a

motion to approve R-2023-30, seconded by council member Chapman. Roll call: Hall-yes, Chapman-yes, McMinn- yes, Hefner-yes, Brooke-yes, Ruble-yes. Motion passes with a 6-0 vote.

- B. RESOLUTION 2023-31: A RESOLUTION TO ESTABLISH THE ANNUAL WARD WATER AND SEWER SYSTEM OPERATING BUDGET FOR CALENDAR YEAR 2024** was read by title only by City Clerk Rummel. Council member Brooke asked if there was a line item in the budget for training. Mayor Gastineau explained it came from the general fund. Council member Brooke made a motion to approve R-2023-31, seconded by council member Hefner. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-Abstain, Hall-yes. Motion passes with a roll call vote of 5-1. For clarification, Mayor Gastineau explained that Council member Ruble's wife works for the city and her payroll is a part of this budget which is why he cannot vote.
- C. ORDINANCE 2023-24: AN ORDINANCE REPEALING AND REPLACING ORDINANCE O-2021-16; CLARIFYING THE DUTIES OF THE OFFICE OF THE MAYOR FOR THE CITY OF WARD, ARKANSAS; ESTABLISHING THE SALARY OF MAYOR FOR THE CITY OF WARD, ARKANSAS; DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. After discussion, Council member Brooke made a motion to strike the year 2027 from section 4, seconded by Council member Hefner. Motion passes with a 6-0 voice vote. Council member Hall made a motion to approve O-2023-24 on its first reading, seconded by council member Brooke. Roll call: McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes, Chapman-yes. Motion passes with a 6-0 roll call vote. Council member Ruble made a motion to suspend the rules for readings two and three, seconded by Council member Hall. Motion passes with a 6-0 voice vote. Council member Hall made a motion to adopt O-2023-24, seconded by Council member Chapman. Roll call: Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes. Motion passes. Council member Chapman made a motion to invoke the emergency clause so that this takes effect January 1, 2024. Motion was seconded by Council member McMinn. Roll call: Brooke-yes, Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes. Ordinance 2023-24 has been approved and will take effect January 1, 2024.
- D. ORDINANCE 2023-25: AN ORDINANCE AMENDING ORDINANCE 2018-04, REPEALING AND REPLACING ORDINANCE 2021-15 SETTING FORTH THE DUTIES OF THE CITY CLERK FOR THE CITY OF WARD, ARKANSAS; ESTABLISHING THE SALARY OF CITY CLERK FOR THE CITY OF WARD, ARKANSAS; DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. Council member Brooke made a motion to also strike the year 2027 from the ordinance, seconded by Council member Chapman. Motion passes with a 6-0 voice vote. Council member McMinn made a motion to approve O-2023-25 on its first reading, seconded by Council member Chapman. Roll call: Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes. Motion passes with a 6-0 vote. Council member Ruble made a motion to suspend the rules for the 2<sup>nd</sup> and 3<sup>rd</sup> readings, seconded by Council member McMinn. Motion passes with a 6-0 voice vote. Council member Ruble made a motion to adopt O-2023-25, seconded by Council member Brooke. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes. Council member Chapman made a motion to invoke the emergency clause so that this takes effect January 1, 2024. Motion was seconded by Council member McMinn. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes. Ordinance 2023-25 has been approved and takes effect January 1, 2024.

- E. ORDINANCE 2023-26: AN ORDINANCE; CLARIFYING THE DUTIES OF CITY COUNCIL MEMBER FOR THE CITY OF WARD, ARKANSAS; ESTABLISHING THE SALARY OF COUNCIL MEMBERS FOR THE CITY OF WARD, ARKANSAS; DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. Council member Ruble stated he was fine with the cost of living increase, but said the raise was unwarranted. Council member Hefner stated that a \$100 increase was okay but not for three years. Council member Hall provided members a comparison list to other cities. Mayor Gastineau urged council members to think about the future and encouraging others to be involved. With little pay, there is little incentive. It was also noted that it had been ten years since the city council rate had been increased. Council member Chapman noted that the population continues to grow, as should the responsibilities. Council member Hefner made a motion to increase the monthly pay by \$100 plus the cost of living increase, but to strike the line increasing for years 2025 and 2026, which can be revisited at a later time. Roll call: McMinn-no, Hefner-yes, Brooke-yes, Ruble-yes, Hall-no, Chapman-no. Mayor Gastineau did not vote. Final vote 3-3, motion dies for lack of a majority. Council member Chapman made a motion to approve as submitted, seconded by Council member Hall. Roll call: Hefner-no, Brooke-no, Ruble-no, Hall-yes, Chapman-yes, McMinn-yes. Mayor Gastineau cast an affirmative vote and reminded council members that they can submit in writing to decline the raise. Final vote 4-3. Council member Hall made a motion to suspend the rules for the second and third readings, seconded by Council member Chapman. After a 3-3 voice vote, Mayor Gastineau cast an affirmative vote ending in 4-3. Council member Chapman made a motion adopt O-2023-26, seconded by Council member Hall. Roll call: Brooke-no, Ruble-no, Hall-yes, Chapman-yes, McMinn-yes, Hefner-no. Vote tied at 3-3 and Mayor Gastineau cast an affirmative vote. Council member Chapman made a motion to enact the emergency clause so that this will be effective January 1, 2024. Motion seconded by Council member Hall. Roll call: Ruble-no, Hall-yes, Chapman-yes, McMinn-yes, Hefner-no, Brooke-yes. Motion passes with a 4-2 vote.
- F. ORDINANCE 2023-27: AN ORDINANCE; CLARIFYING THE DUTIES OF PLANNING COMMISSION; ESTABLISHING THE SALARY FOR PLANNING COMMISSION MEMBERS FOR THE CITY OF WARD, ARKANSAS; DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. After discussion, Council member Ruble made a motion to change the monthly compensation to \$100 for Planning Commission members and \$150 for the Chairman. Motion seconded by Council member Hall. Motion passes with a 6-0 voice vote. Council member Chapman made a motion to approve O-2023-27, seconded by Council member Ruble. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-abstain, Brooke-yes, Ruble-yes. Motion passes with a 5-1 vote. Council member Ruble made a motion to suspend the rules for the second and third readings, seconded by Council member Hall. Motion passes with a 6-0 voice vote. Council member Chapman made a motion to adopt O-2023-27, seconded by Council member Brooke. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes. Motion is approved with a 6-0 vote. Council member Ruble made a motion to enact the emergency clause, seconded by Council member Hall. Roll call: McMinn-yes, Hefner-yes, Brooke-no, Ruble-yes, Hall-yes, Chapman-yes. Motion is approved and O-2023-27 will go into effect January 1, 2024. Mayor Gastineau requested a short break with City Attorney Chris Lacy before continuing. Meeting was called back to order.

- G. ORDINANCE 2023-28: AN ORDINANCE APPOINTING A CITY ATTORNEY FOR THE CITY OF WARD, ARKANSAS; CLARIFYING THE DUTIES OF CITY ATTORNEY; ESTABLISHING THE SALARY OF THE CITY ATTORNEY; REPEALING AND REPLACING ORDINANCE O-2016-09; DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. After discussion, Council member Brooke made a motion to strike "He shall remain as such until he resigns" in section 5, seconded by Council member Hefner. Motion passes with a 6-0 voice vote. Council member Chapman confirmed this will be reviewed in February with a salary survey. Council member Ruble made a motion to approve O-2023-28 as amended, seconded by Council member Hefner. Roll call: Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes. Motion passes with a 6-0 vote. Council member Ruble made a motion to suspend the rules for the second and third readings, seconded by Council member Brooke. Motion passes with a 6-0 voice vote. Council member Chapman made a motion to adopt O-2023-28, seconded by Council member Brooke. Roll call: Brooke-yes, Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes. Council member Ruble made motion to enact the emergency clause, seconded by Council member Chapman. Roll call: Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes. O-2023-28 has been approved and will go into effect January 1, 2024.
- H. ORDINANCE 2023-29: AN ORDINANCE REPEALING AND REPLACING ORDINANCE O-2021-04, AN ORDINANCE ESTABLISHING THE POLICE DEPARTMENT, DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. After discussion, Council member Hefner made a motion to approve O-2023-29, seconded by Council member Brooke. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes. Motion passes. Council member Ruble made a motion to suspend the rules for the second and third readings, seconded by Council member McMinn. Motion passes with a 6-0 voice vote. Council member Ruble made a motion to adopt O-2023-29, seconded by Council member Chapman. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes. Motion passes. Council member Chapman made a motion to enact the emergency clause, seconded by Council member Ruble. Roll call: McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes, Chapman-yes. Motion passes. O-2023-29 has been approved and will go into effect immediately.
- I. RESOLUTION 2023-32: A RESOLUTION AUTHORIZING THE MAYOR AND/OR THE CITY CLERK OF THE CITY OF WARD TO ENTER INTO A CONTRACT WITH RED RIVER FORD TO PURCHASE TWO (2) 2024 FORD MAVERICK TRUCKS FOR THE WARD WATER AND SEWER SYSTEM** was read by title only by City Clerk Rummel. Council member Ruble made a motion to approve R-2023-32, seconded by Council member Chapman. Roll call: Hefner-no, Brooke-no, Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes. Motion carries 4-2.
- J. RESOLUTION 2023-33: A RESOLUTION AUTHORIZING THE MAYOR AND/OR THE CITY CLERK TO PURCHASE A 2022 CUSHMAN 1200X GAS UTILITY VEHICLE** was read by title only by City Clerk Rummel. Council member Hall made a motion to approve R-2023-33, seconded by Council member Chapman. Roll call: Brooke-no, Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, Hefner-no. Motion carries with a 4-2 vote.

- K. RESOLUTION 2023-34: A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF WARD TO UTILIZE STATE AND STREET MONIES FOR THE FOLLOWING PROJECT: WARD OVERLAY** was read by title only by City Clerk Rummel. Council member Ruble made a motion to approve R-2023-34, seconded by Council member Hefner. Roll call: Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes. Motion is approved with a 6-0 vote.
- L. RESOLUTION 2023-35: A RESOLUTION AUTHORIZING THE MAYOR AND/OR THE CITY CLERK TO DISPOSE OF THE FOLLOWING VEHICLE(S) VIA PUBLIC AUCTION ON WWW.GOVDEALS.NET** was read by title only by City Clerk Rummel. Council member Brooke made a motion to approve R-2023-35, seconded by Council member Ruble. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes. Motion is approved with a 6-0 vote. Council member Chapman requested a 5-minute break. Meeting called back to order.
- M. RESOLUTION 2023-36: A RESOLUTION AUTHORIZING THE MAYOR AND/OR CITY CLERK TO RENEW CERTIFICATES OF DEPOSIT WITH BANK OZK** was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve R-2023-36, seconded by Council member Ruble. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, Hall-yes. Motion carries with a 6-0 vote.
- N. ORDINANCE 2024-01: AN ORDINANCE REPEALING AND REPLACING ORDINANCE 2023-01; ESTABLISHING THE RULES AND PROCEDURES TO BE USED BY THE WARD CITY COUNCIL; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.** This is for review only and will be discussed next month. Council member Brooke made a motion to review and discuss this next month, seconded by Council member Ruble. Motion carries with no objections.
- O. ORDINANCE 2024-XX: AN ORDINANCE AUTHORIZING THE TEMPORARY PARKING OF RECREATIONAL VEHICLES, TRAVEL TRAILERS<sup>1</sup> WITHIN ANY AND ALL ZONES WITH THE CITY OF WARD FROM APRIL 1, 2024 TO APRIL 12, 2024; ESTABLISH A PERMITTING/FEE PROCESS; ESTABLISHING PENALTIES; WAIVING THE PROVISIONS OF ORDINANCE 2009-01; AND FOR OTHER PURPOSES** This is for review only and will be discussed next month. No action taken.
- VIII. Mayor's Report:** Mayor Gastineau explained the Southern Paramedic Contract will expire May 16, 2024. They are currently under a year to year contract, but Southern Paramedic is requesting a 3-year contract. Prior to this, they were under a 5-year contract they requested year to year. He asked if council wanted to extend the 3-year extension or issue an RFP and look for a new service. Mayor Gastineau advised this could potentially increase the rate. Police Chief Benton stated Southern will be putting an ambulance bay in Austin that would also benefit the city of Ward. Council member Brooke made a motion to proceed with the RFP process, seconded by Council member Hefner. Motion is approved with a 6-0 voice vote.
- IX. Public Comment on Non-Agenda Items:** Council member Ruble made a motion to add spray-in bedliners to the new Maverick trucks purchased under R-2023-32, seconded by Council member Hefner. Motion passes with a 6-0 voice vote.
- X. Announcements**
- December 21 – Planning Commission Meeting, 7 pm
  - December 21 – City of Ward Blood Drive, 9 am – 2pm

- December 21 – Food Giveaway (Cricket wireless), 11 am – 1 pm
- December 25 & 26 – Offices closed in observance of Christmas holiday
- January 1, 2024 – Offices closed in observance of New Year’s holiday
- January 15, 2024 – Offices closed in observance of MLK Day
- January 15, 2024 – Ward City Council meeting, 6:30 pm
- April 8, 2024 – Great American Eclipse

**XI. Adjournment**

There being no further business, the meeting was adjourned at 8:05 pm with a motion by Council Member Ruble, second by Council Member Hefner. Motion to adjourn passed with a 6-0 voice vote.

We, the undersigned Mayor and City Clerk for the City of Ward, do hereby verify the foregoing to be true and correct record of proceedings of the City of Ward Council Meeting held on Monday, December 18, 2023 at 6:30PM.

APPROVED DATE: January 19, 2024

  
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MAYOR CHARLES GASTINEAU

ATTEST:  
  
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CITY CLERK KRYSTAL RUMMEL



CITY SEAL