

**City of Cave Springs
City Council Meeting Minutes – American Legion
December 17, 2024 @ 6:30 PM**

Call to Order of City Council Meeting @ 6:30pm

Mayor Noblett	Present
Marc Williams	Present
Mike Middlecamp	Present
MC Chitsazan	Present
Erica Velasquez	Present
JJ Thompson	Present
Jeremy Cobb	Present

Others Present:

Clerk / Treasurer – Kimberly Hutcheson / Absent
Police Dept. – Rick Crisman
Fire Dept. – Gary Jordan
Planning – David Keck
City Attorney – Justin Eichman / Absent
City Engineer – Daniel Barnes

Approval of the December 17, 2024, City Council Agenda

Alderman Thompson made a motion to approve the agenda with amendments move #17 to #1, Alderman Chitsazan seconded the motion. Motion Passed 6-0.

Approval of City Council Meeting Minutes for November 19, 2024

Alderman Cobb made the motion to approve the Council Minutes for November 19, 2024, Alderman Thompson seconded the motion. Motion Passed 6-0

City Financial Reports November 2024:

Alderman Thompson made the motion to table November 2024 City Financial Reports, Alderman Chitsazan seconded the motion. Motion Passed 6-0

Water & Sewer Financial Reports November 2024:

Alderman Middlecamp questioned the Sewer Fund line-item Dues & Subscriptions. Alderman Thompson made the motion to table November 2024 water & sewer financial reports, Alderman Chitsazan seconded the motion. Motion Passed 6-0

Department Reports October 2024:

- Fire Department – Gary Jordan
- Police Department – Rick Crisman
- Planning – David Keck
- Water & Sewer Department – Daniel Barnes

Engineer's Report – Daniel Barnes

Attorney's Report – Justin Eichman / Absent

Clerk / Treasurer's Report – Kimberly Hutcheson / Absent – Sent Report to council in advance.

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Mayor's Report – Randall Noblett

Public Comments:

1. Tom Allen – Soaring Hawk – Thank you for your service / Please consider the traffic when discussing the Ordinance to rezone 96 Acres.
2. Steve Morris – 36 Years / Definition consider the traffic when discussing the Ordinance to rezone 96 acres.
3. Denise Gunum – Murdock Rd Water Tower & Property Values

Old Business / Follow Up:

1. SOPs
2. TRAFFIC LIGHT
3. COMMUNITY BUILDING
4. RIDGEWOOD REPAIRS

Old Business:

NONE

New Business:

1. **AN ORDINANCE TO REZONE APPROXIMATELY 96 ACRES OF REAL PROPERTY LOCATED AT BENTON COUNTY PARCEL NOS. 18-09343-000, 18-09343-005, 18-09344-002, and 18-09344-000 FROM AGRICULTURE (A-1) TO PLANNED ZONING DISTRICT (PZD).**

Alderman Chitsazan made the motion to suspend the rules and to be placed on the third and final reading, Alderman Thompson seconded the motion. Motion Passed 6-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitsazan	YES	Erica Velasquez	YES
Jeremy Cobb	YES	JJ Thompson	YES

Alderman Thompson made the motion for **Ordinance 2024-24** to be adopted, Alderman Chitsazan seconded the Motion. Motion Passed 5-1

Mike Middlecamp	YES	Marc Williams	NO
MC Chitsazan	YES	Erica Velasquez	YES
Jeremy Cobb	YES	JJ Thompson	YES

2. **A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH SOUTHWESTERN ELECTRIC POWER COMPANY FOR THE RELOCATION OF A POWER LINE IN ORDER TO INSTALL A TEMPORARY TRAFFIC LIGHT AT THE INTERSECTION OF HIGHWAY 112 AND HEALING SPRINGS IN THE CITY OF CAVE SPRINGS, ARKANSAS.**

Alderman Thompson made a motion to approve ***Resolution 2024-45***, Alderman Chitsazan seconded the motion. Motion Passed 6-0

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3. A RESOLUTION TO ADOPT AN EXECUTIVE ASSISTANT JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-46*, Alderman Cobb seconded the motion.
Motion Passed 6-0

4. A RESOLUTION TO ADOPT AN UPDATED COURT CLERK JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-47*, Alderman Chitsazan seconded the motion.
Motion Passed 6-0

5. A RESOLUTION TO ADOPT AN UPDATED FRONT OFFICE CLERK JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-48*, Alderwoman Velasquez seconded the motion.
Motion Passed 6-0

6. A RESOLUTION TO ADOPT AN UPDATED OFFICE MANAGER JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-49*, Alderman Cobb seconded the motion.
Motion Passed 6-0

7. A RESOLUTION TO ADOPT AN UPDATED PLANNING CLERK JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-50*, Alderwoman Velasquez seconded the motion.
Motion Passed 6-0

8. A RESOLUTION TO ADOPT AN UPDATED PLANNING DIRECTOR JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-51*, Alderman Middlecamp seconded the motion.
Motion Passed 6-0

9. A RESOLUTION TO ADOPT AN UPDATED PUBLIC WORKS CLERK JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-52*, Alderman Cobb seconded the motion.
Motion Passed 6-0

10. A RESOLUTION TO ADOPT AN UPDATED PUBLIC WORKS DIRECTOR JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderwoman Velasquez made a motion to approve *Resolution 2024-53*, Alderman Thompson seconded the motion.
Motion Passed 6-0

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11. A RESOLUTION TO ADOPT AN UPDATED PUBLIC WORKS LEAD TECHNICIAN JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Chitsazan made a motion to approve *Resolution 2024-54*, Alderman Thompson seconded the motion.

Motion Passed 6-0

12. A RESOLUTION TO ADOPT AN UPDATED PUBLIC WORKS FIELD TECHNICIAN JOB DESCRIPTION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-55*, Alderman Cobb seconded the motion.

Motion Passed 6-0

13. A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF CAVE SPRINGS TO UTILIZE STATE AID STREET MONIES FOR THE CAVE SPRINGS RESURFACING PROJECT.

Alderman Thompson made a motion to approve *Resolution 2024-56*, Alderman Cobb seconded the motion.

Motion Passed 6-0

14. A RESOLUTION TO RE-APPOINT SANDRA ROBBINS TO THE PLANNING COMMISSION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Williams made a motion to approve *Resolution 2024-57*, Alderman Thompson seconded the motion.

Motion Passed 6-0

15. A RESOLUTION CONFIRMING THE RE-APPOINTMENT OF KAYLEIGH BARNES TO THE PLANNING COMMISSION FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Velasquez made a motion to approve *Resolution 2024-58*, Alderman Cobb seconded the motion.

Motion Passed 6-0

16. A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE ARKANSAS DEPARTMENT OF TRANSPORTATION FOR RIGHT-OF-WAY ACQUISITIONS FOR THE SPRINGDALE BYPASS – W. WALLIS RD. PROJECT.

Alderman Thompson made a motion to approve *Resolution 2024-59*, Alderman Cobb seconded the motion.

Motion Passed 6-0

17. A RESOLUTION TO APPROVE THE 2025 BUDGET FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made a motion to approve *Resolution 2024-60*, Alderman Chitsazan seconded the motion.

Motion Passed 6-0

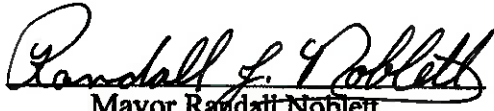
Alderman Middlecamp had a couple of questions:

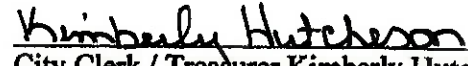
1. Where are we collecting Franchise Taxes / Cards?
2. Scissortail City Limits

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Alderman Thompson made the motion to adjourn at 7:26pm., Alderman Cobb seconded the motion.

Motion Passed 6-0


Mayor Randall Noblett


City Clerk / Treasurer Kimberly Hutcheson

