

**City of Cave Springs
City Council Meeting Minutes – American Legion
June 25, 2024 @ 6:30 PM**

Call to Order of City Council Meeting @ 6:29pm

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

Others Present:

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

Approval of the June 25, 2024 - City Council Agenda

Alderman Velasquez made a motion to amend the agenda to add follow up on SOP's for the City.

Alderman Chitszan made the motion to approve the agenda with amendments, Alderman Cobb seconded the motion. Motion Passed 5-0

Approval of City Council Meeting Minutes for May 28, 2024

Alderman Williams made the motion to approve city council meeting minutes for May 28, 2024, Alderman Chitszan seconded the motion. Motion Passed 5-0

City Financial Reports:

Alderman Cobb made the motion to approve May 2024 city financial reports, Alderman Williams seconded the motion. Motion Passed 5-0

Water & Sewer Financial Reports:

Alderman Chitszan made the motion to approve May 2024 water & sewer financial reports, Alderman Velasquez seconded the motion. Motion Passed 5-0

Department Reports May 2024:

- Fire Department –
- Police Department – Rick Crisman
- Water & Sewer Department – Daniel Barnes
- June Planning – David Keck
- June Water & Sewer Committee Meeting – Postponed

Engineer's Report – Daniel Barnes

Attorney's Report – Justin Eichman

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Clerk / Treasurer's Report – Kimberly Hutcheson

Mayor's Report – Randall Noblett

Public Comments:

1. Donna Scantlin & Vickie Bozeman – Ridgewood Subdivision
 - a. Drainage & Storm Drains

Old Business / Follow Up:

1. Community Building
2. ADDOT Meeting
3. Traffic Light
4. SOP's for City Hall

Mayor stated that he has visited with ALL department heads regarding SOP's. Chief Crisman said the police department has had them in place for years. The mayor stated he discussed with Jeff & Julie on creating them for public works (water/sewer/street). The City Treasurer Kimberly Hutcheson stated she is working on SOP's for the finance department and an updated job description for her position. She also mentioned that we needed SOP's for all departments to include Planning, Building & Court.

New Business:

- 1) **A RESOLUTION TO RATIFY AND APPROVE THE EXECUTION OF A CONTRACT WITH JACK TYLER ENGINEERING, INC. FOR EMERGENCY REPAIRS TO THE CONTROL PANEL FOR THE GLEN EAGLE OTTER CREEK LIFT STATION IN THE CITY OF CAVE SPRINGS, ARKANSAS.**

Alderman Velasquez made the motion to approve Resolution 2024-26, Alderman Chitszan seconded the motion. Motion Passed 5-0

- 2) **AN ORDINANCE TO AMEND ORDINANCE NO. 2022-07 AND ASSIGN CERTAIN TERRITORIES ANNEXED INTO THE CITY OF CAVE SPRINGS TO A WARD**

Alderman Williams made the motion to suspend the rules and to be placed on the third and final reading, Alderman Middlecamp seconded the motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Williams made the motion for **Ordinance 2024-11** to be adopted, Alderman Middlecamp seconded the Motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

- 3) **AN ORDINANCE TO AMEND SECTION 11.02: CLASSIFICATION OF CITY IN THE CAVE SPRINGS MUNICIPAL CODE; DECLARING AN EMERGENCY AND FOR OTHER PURPOSES.**

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Alderman Middlecamp made the motion to suspend the rules and to be placed on the third and final reading, Alderman Williams seconded the motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Chitszan made the motion for **Ordinance 2024-12** to be adopted, Alderman Cobb seconded the Motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Williams made the motion for the Emergency Clause to be adopted, Alderman Cobb seconded the Motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

4) AN ORDINANCE TO AMEND CHAPTER 34: PUBLIC SAFETY AND LAW ENFORCEMENT OF THE CAVE SPRINGS MUNICIPAL CODE; DECLARING AN EMERGENCY AND FOR OTHER PURPOSES.

Alderman Cobb made the motion to suspend the rules and to be placed on the third and final reading, Alderwoman Velasquez seconded the motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Middlecamp made the motion for **Ordinance 2024-13** to be adopted, Alderman Chitszan seconded the Motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderwoman Velasquez made the motion for the Emergency Clause to be adopted, Alderman Chitszan seconded the Motion. Motion Failed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

5) AN ORDINANCE TO AMEND SECTION 90.30: REGULATIONS OF THE CAVE SPRINGS MUNICIPAL CODE; DECLARING AN EMERGENCY AND FOR OTHER PURPOSES.

Alderwoman Velasquez made the motion to suspend the rules and to be placed on the third and final reading, Alderman Chitszan seconded the motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

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Alderman Cobb made the motion for **Ordinance 2024-14** to be adopted, Alderman Williams seconded the Motion. Motion Passed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

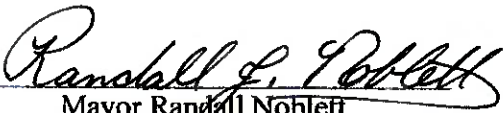
Alderman Middlecamp made the motion for the Emergency Clause to be adopted, Alderman Chitszan seconded the Motion. Motion Failed 5-0

Mike Middlecamp	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

City Clerk / Treasurer Kimberly Hutcheson mentioned to the council that we need to discuss Christmas in Cave Springs and Fire Associations Pancake Breakfast and set up an events committee for both. Alderman Cobb requested that we put it on the work session agenda for July.

Alderman Velasquez made the motion to adjourn at 7:47pm., Alderman Chitszan seconded the motion.

Motion Passed 5-0


Mayor Randall Noblett


City Clerk / Treasurer Kimberly Hutcheson



FILED FOR RECORD
AT 10:29 O'CLOCK A.M.

JUL 31 2024

CITY OF CAVE SPRINGS, AR
CITY CLERK