

**City of Cave Springs
City Council Meeting Minutes – American Legion
May 28, 2024 @ 6:30 PM**

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

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

Others Present:

Clerk / Treasurer – Kimberly Hutcheson
Police Dept – Keith Lawson
Fire Chief – Gary Jordan
Planning – David Keck
City Attorney – Tom Kieklak
City Engineer – Daniel Barnes

Approval of the May 28, 2024 - City Council Agenda

Alderman Williams made a motion to approve the agenda, Alderman Chitszan seconded the motion.
Motion Passed 5-0

Approval of City Council Meeting Minutes for April 16, 2024

Alderman Chitszan made the motion to approve city council meeting minutes for April 16, 2024,
Alderman Velasquez seconded the motion. Motion Passed 5-0

Approval of City Council Meeting Minutes for April 23, 2024

Alderman Velasquez made the motion to approve city council meeting minutes for April 23, 2024,
Alderman Thompson seconded the motion. Motion Passed 5-0

City Financial Reports:

Alderman Chitszan made the motion to approve April 2024 city financial reports, Alderman Thompson seconded the motion. Motion Passed 5-0

Water & Sewer Financial Reports:

Alderman Thompson made the motion to approve April 2024 water & sewer financial reports, Alderman Cobb seconded the motion. Motion Passed 5-0

Department Reports April 2024:

- Fire Department – Gary Jordan
- Police Department – Keith Lawson
- Water & Sewer Department – MC Chitszan
- Planning – David Keck
- Water & Sewer Committee Meeting – Daniel Barnes

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Engineer's Report – Daniel Barnes

Attorney's Report – Tom Kieklak

Clerk / Treasurer's Report – Kimberly Hutcheson

Mayor's Report – Randall Noblett

Public Comments:

1. John Rakes / Cave Springs - Oppose Land Swap
2. Shannon Stanton / Cave Springs - Oppose Land Swap
3. John Stanton / Cave Springs - Oppose Land Swap
4. Joan Foss / Cave Springs - Oppose Land Swap
5. Jason Zumwalt / Rogers - Oppose Land Swap
6. Caroline Akin / Rogers - Oppose Land Swap
7. Michael McEntire / Rogers - Oppose Land Swap
8. Neil Clemens / Rogers - Oppose Land Swap
9. Reed Thorton / Rogers – Oppose Land Swap
10. Mike Maloney / Cave Springs – Oppose Land Swap

Old Business / Follow Up:

1. Public Works Staffing
2. Community Building
 - a. New Roof Installed
 - b. Front Steps Poured

New Business:

- 1) **AN ORDINANCE TO CONCUR AND ACCEPT ORDINANCE NO. 24-17 OF THE CITY OF ROGERS, BENTON COUNTY, ARKANSAS CALLING FOR THE DETACHMENT OF CERTAIN TERRITORY FROM THE CITY OF CAVE SPRINGS, ARKANSAS AND THE SIMULTANEOUS ANNEXATION THEREOF INTO THE CITY OF ROGERS, ARKANSAS.**

Alderman Thompson 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

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Thompson made the motion for **Ordinance 2024-07** to be adopted, Alderman Williams seconded the Motion. Motion Passed 4-2

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	NO	Erica Velasquez	NO
Jeremy Cobb	YES	Mayor Noblett	YES

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Alderman Thompson made the motion for the Emergency Clause to be adopted, Alderman Cobb seconded the Motion. Motion Failed 3-2

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	NO	Erica Velasquez	NO
Jeremy Cobb	YES		

2) A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR AUTOMATIC MUTUAL AID BY AND BETWEEN THE CITY OF ROGERS AND THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Thompson made the motion to approve Resolution 2024-22, Alderman Williams seconded the motion. Motion Passed 5-0

3) A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR TEMPORARY PROVISION OF UTILITY SERVICES BY AND BETWEEN THE CITY OF ROGERS, THE CITY OF CAVE SPRINGS AND THE ROGERS WATERWORKS AND SEWER COMMISSION AND THE ROGERS WATER UTILITIES.

Alderman Thompson made the motion to approve Resolution 2024-23, Alderman Williams seconded the motion. Motion Passed 4-2

(Mayor Noblett Voted YES / Alderman Chitszan & Alderwoman Velasquez voted NO)

4) A RESOLUTION TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH FIVE STAR PAVING FOR THE SANDS ROAD RESURFACING PROJECT IN THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Williams made the motion to approve Resolution 2024-24, Alderman Williams seconded the motion. Motion Passed 5-0

5) AN ORDINANCE TO REZONE APPROXIMATELY 0.66 ACRES LOCATED AT 970 S. MAIN STREET FROM GENERAL AGRICULTURAL (A-1) TO GENERAL AND HIGHWAY COMMERCIAL (C-2) IN THE CITY OF CAVE SPRINGS, ARKANSAS.

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

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Williams made the motion for **Ordinance 2024-08** to be adopted, Alderman Cobb seconded the Motion. Motion Passed 5-0

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

6) AN ORDINANCE TO REZONE APPROXIMATELY 40.7 ACRES LOCATED AT 8072 E. BROWN ROAD, 8074 E. BROWN ROAD, AND 8078 E. BROWN ROAD FROM A MIX OF GENERAL AGRICULTURAL (A-1) AND SUBURBAN AGRICULTURAL (A-2) TO SINGLE FAMILY RESIDENTIAL - MINIMUM 1 ACRE (R-1) IN THE CITY OF CAVE SPRINGS, ARKANSAS.

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Alderman Thompson 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

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Williams made the motion for **Ordinance 2024-09** to be adopted, Alderman Chitszan seconded the Motion. Motion Passed 5-0

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

7) AN ORDINANCE AMENDING ORDINANCE NO. 2018-02 DESIGNATING PLACES FOR THE POSTING OF ORDINANCES; DECLARING AN EMERGENCY; AND PRESCRIBING OTHER MATTERS RELATED THERETO.

Alderman Thompson 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

JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

Alderman Thompson made the motion for **Ordinance 2024-10** to be adopted, Alderman Cobb seconded the Motion. Motion Passed 5-0

JJ Thompson	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 Chitszan seconded the Motion. Motion Failed 5-0

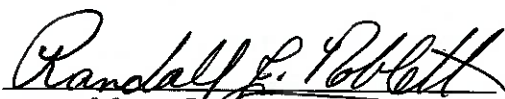
JJ Thompson	YES	Marc Williams	YES
MC Chitszan	YES	Erica Velasquez	YES
Jeremy Cobb	YES		

8) A RESOLUTION UPDATING THE SIGNATORIES ON THE CITY BANK ACCOUNTS FOR THE CITY OF CAVE SPRINGS, ARKANSAS.

Alderman Chitszan made the motion to approve Resolution 2024-25, Alderman Thompson seconded the motion. Motion Passed 5-0

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

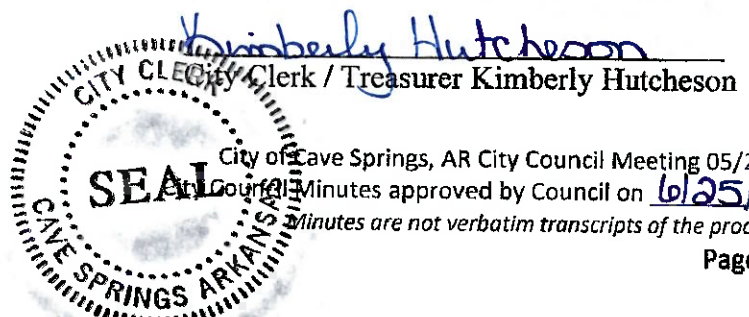
Motion Passed 6-0


Mayor Randall L. Webb

FILED FOR RECORD
AT 5:21 O'CLOCK P.M.

JUN 28 2024

CITY OF CAVE SPRINGS, AR
CITY CLERK



City of Cave Springs, AR City Council Meeting 05/28/2024

City Council Minutes approved by Council on 6/25/24

Minutes are not verbatim transcripts of the proceedings.

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**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.**

Aldermoman 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		

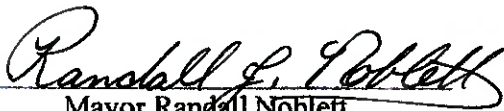
Alderman Middlecamp made the motion for the Emergency Clause to be adopted, Alderman Chitszan seconded the Motion. Motion Failed 5-0

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