

## AGENDA

### MONTICELLO CITY COUNCIL MEETING

203 WEST GAINES ST. - CITY COUNCIL ROOM

TUESDAY, MAY 27<sup>th</sup> 2025 @ 6PM

- I. Call to Order
- II. Roll Call
- III. Invocation
- IV. Pledge of Allegiance
- V. Approval of Minutes
- VI. Unfinished Business
- VII. New Business
  - a. Special Presentation
  - b. Resolution Approving Final Payment to McClelland Consulting Engineers for West Plant Headworks & Pump Improvements
  - c. Resolution Approving Change Orders for Sports Complex
  - d. Resolution Amending Advertising & Promotion Commission Fund Budget for Salary Changes
  - e. Resolution Approving Grant Application for City Hall and Fire Dept. Buildings
  - f. Resolution Authorizing Arkansas State Police Full Step Grant
  - g. Ordinance to Set Fees to Connect to City of Monticello Water Distribution System
  - h. Discussion Regarding Ideal Pump & Service LLC for Well # 3 Repair
- VIII. Public Comment
- IX. Mayor Comment
- X. Meeting Adjourned

# City Council Minutes

Tuesday, April 25, 2025

---

## Call to Order

Mayor Akers called the meeting to order at 6:00 p.m., City Clerk Taryn Wigley called the roll.

## Attendees

Council Members Clarissa Pace, Cedric Leonard, Michael James, Mark Tiner, Craig McRae, Mike Wigley, and Claudia Hartness were present. Al Peer was absent.

## Minutes

Clarissa Pace moved to accept both regular and emergency meeting minutes, Mike Wigley seconded. A yay/nay vote was called. The aye's had it and the March minutes passed.

## New Business

a. **Resolution Authorizing the Acceptance of Bid for 2024 Enterprise Funds Audit**

Clarissa Pace introduced the resolution and moved to suspend the rules and read by title only, Craig McRae seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Mark Tiner moved to accept the resolution, choosing Searcy & Associates, Claudia Hartness seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

b. **Resolution to Execute Agreement to Provide Financial Assurance**

Craig McRae introduced the resolution and moved to suspend the rules and read by title only, Michael James seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Finance Manager Ashley Rodermund explained that this resolution is very similar to a resolution that was passed last month, this resolution is for the other city transfer station. Craig McRae moved to accept the resolution, Michael James seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

c. **Resolution Amending City of Monticello Street Fund Budget for 2025 Street Repairs**

Clarissa Pace introduced the resolution and moved to suspend the rules and read by title only, Craig McRae seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Mike Wigley asked when these repairs would happen. Mayor Akers answered that they would happen as soon as possible. Craig McRae moved to accept the resolution, Michael James seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**d. Resolution Rescinding Resolution Regarding Acceptance of Grant for Repairs to Historic Post Office Building**

Mark Tiner introduced the resolution and moved to suspend the rules and read by title only, Craig McRae seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Mark Tiner confirmed with Mayor Akers that the City will be using insurance money to make the repairs. Mayor Akers confirmed. Mark Tiner moved to accept the resolution, Clarissa Pace seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**e. Resolution Amending the City of Monticello 1998 One Cent Sales Tax Fund Budget for 2025 Purchased of Drive Tracks for Mini Excavator-City Equipment #34-Sewer Dept.**

Mark Tiner introduced the resolution and moved to suspend the rules and read by title only, Michael James seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Craig McRae moved to accept the resolution, Clarissa Pace seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**f. Resolution Amending City of Monticello 1998 One Cent Sales Tax Fund Budget for Purchases in Conjunction with N. Hyatt and S. Main Overlay Projects**

Craig McRae introduced the resolution and moved to suspend the rules and read by title only, Michael James seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Clarissa Pace moved to accept the resolution, Craig McRae seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**g. Resolution Expressing Willingness to Utilize Federal Aid TAP or RTP Funds**

Michael James introduced the resolution and moved to suspend the rules and read by title only, Michael James seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Mayor Akers reminded the council that the goal for this project is to have sidewalks that will connect Jordan Park all the way to the hospital. Mark Tiner moved to accept the resolution, Michael James seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**h. Resolution Authorizing the Acceptance of Bid for Lake Trail Phase 2 Project**

Craig McRae introduced the resolution and moved to suspend the rules and read by title only, Michael James seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Mark Tiner moved to accept Progressive Trail Designs bid for \$551,600.00, Clarissa Pace seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**i. Resolution Amending City of Monticello 1998 One Cent Sales Tax Fund Budget for 2025 Tractor Purchase**

Michael James introduced the resolution and moved to suspend the rules and read by title only, Craig McRae seconded. A yay/nay vote was called. The aye's had it and City

Attorney Whit Barton read. Michael James moved to accept the resolution, Clarissa Pace seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**j. Resolution Imposing Lien on 1002 N. Gabbert**

Michael James introduced the resolution and moved to suspend the rules and read by title only, Craig McRae seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Cedric Leonard and City Inspector Brian Rodgers how he came up with the amount owed. Mr. Rodgers answered that the rate is determined by the county and whatever rate FEMA is using. 21 hours of work was done to this property. Clarissa Pace moved to accept the resolution, Craig McRae seconded. A yay/nay vote was called. The aye's had it and the resolution passed unanimously.

**k. Resolution Declaring 219 S McCray a Nuisance**

Craig McRae introduced the resolution and moved to suspend the rules and read by title only, Claudia Hartness seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. City Inspector Brian Rodgers informed the council that this property has been cleaned up and is in compliance. Clarissa Pace moved to table the resolution indefinitely, Mark Tiner seconded. A yay/nay vote was called. The aye's had it and the resolution was tabled.

**l. Resolution Declaring 508 W Shelton a Nuisance**

Craig McRae introduced the resolution and moved to suspend the rules and read by title only, Clarissa Pace seconded. A yay/nay vote was called. The aye's had it and City Attorney Whit Barton read. Clarissa Pace asked if there was any owner contact. Mr. Rodgers answered that there has not been any contact with the owner. He drove by the property and noticed there were items moved out of the house and put on the side of the road. Clarissa Pace mentioned possibly tabling the resolution for 30 days. Craig McRae asked about the condition of the property. Mr. Rodgers answered that the roof is caving in, and there are holes in the house. It is not habitable. Craig McRae moved to accept the resolution, Claudia Hartness seconded. A yay/ nay vote was called. The aye's had it and the resolution passed with Clarissa Pace in opposition.

## **Public Comment Section**

Pat Mitchell addressed the council with a problem that she was hoping the city could help her solve. She stated that she owns rental property off of the square in Monticello that backs up to an alley. There is another property owner, whose property is right next to hers, who is putting flower pots in the alley and building on to his property. She claimed that this is impairing her tenants from accessing their back doors. She believes that the city owns this alley, and she would like for someone with the city to inform her neighbor that they are not allowed to obstruct this alley. Mayor Akers informed Mrs. Mitchell that the city may not be able to help in the way that she wants, due to the alley being private property. Mrs. Mitchell claims that she does not pay taxes on that section, and she believes it belongs to the city. City

Attorney Whit Barton informed the council that he looked at all of the deeds for that area, and stated that there is one deed out of the 10 properties with a legal description mentioning the alley. His research concluded that visually it looks like an alley, but there is nothing claiming that the city has jurisdiction. If the alleyway was dedicated to the city, the city would have responsibility, but this area would be considered a passageway. Mr. Barton also spoke to the neighbor who built on to his building and installed a parking lot. They claimed that their property line went a few feet into the alley, but didn't want to mess with utility lines, so they left it open. Mrs. Mitchell then claimed that she did not care who owned the property, she just wanted someone to tell the neighboring property owner not to obstruct the passageway. City Attorney Whit Barton answered that this would be better suited for civil litigation unless there is a deed or legal documentation that the city does not know about. The passageway is not in city jurisdiction.

### **Mayor Comment Section**

Mayor Akers informed the council of current and upcoming projects. He listed several streets, including Gum Springs, Beverly, Oakwood, and Shelton/Tracey Dr. that will be paved in the coming weeks. He plans on asking the council for another million dollars in coming months for 4 miles of in-city paving. He also stated that a code of conduct for city facilities will be released.

### **Meeting Adjourned**

Clarissa Pace moved to adjourn the meeting, Cedric Leonard seconded. A yay/nay vote was called. The aye's had it and the meeting was adjourned.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING CHANGE ORDER TO ROOF REPLACEMENTS AND REPAIRS  
FOR MONTICELLO SPORTS COMPLEX**

WHEREAS, the Monticello City Council heretofor approved a bid contract for the replacement and repairs of roofs of several structures at the Monticello Sports Complex in the amount of \$84,940.00;

WHEREAS, there has been a change order to the project in the amount of \$8,730.00:

WHEREAS, the change order is necessary for the completion of the roof replacements and repairs at the Monticello Sports Complex;

It is, therefore, by the Monticello City Council, resolved as follows:

1. That the Change Order of \$8,730.00 is approved bringing the total cost of the roof replacements and repairs for the Monticello Sports Complex to \$93,670.00 to be paid from the Parks Commission Fund Budget.
2. That this resolution be effective May 27, 2025.

**ADOPTED on this \_\_\_\_\_ day of May, 2025**

\_\_\_\_\_

Mayor

Attested by: \_\_\_\_\_

City Clerk

# CHANGE ORDER

Sports Complex Roof  
Project Name  
278 W  
Project Address  
Clint Burris  
Project Manager Name / Firm Name

\_\_\_\_\_  
Change Order Number  
\_\_\_\_\_  
Change Order Date

## DESCRIPTION OF CHANGES:

(check here ☐ and attach additional pages if more space is needed.)

## PRICE. These changes (select one):

☒ raise ☐ lower the price of the contract to \$ 93,670.<sup>00</sup>  
☐ do not affect the price of the contract.

## PROJECT DURATION. These changes (select one):

☒ extend ☐ shorten the duration of the project by 3 days.  
☐ do not affect the duration of the project.

**COMPLETION.** The new approximate date of completion is: \_\_\_\_\_

**PAYMENT SCHEDULE.** These changes will adjust the payment schedule as follows:

N/A

\_\_\_\_\_  
Owner Signature  
\_\_\_\_\_  
Printed Name Date

Clint Burris 4/23/25  
Contractor Signature  
Clint Burris 4/23/25  
Printed Name Date



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION AMENDING THE CITY OF MONTICELLO ADVERTISING & PROMOTION  
COMMISSION FUND BUDGET FOR 2025 FOR SALARY CHANGES**

Whereas, the Monticello Advertising & Promotion Commission has decided to change the Advertising & Promotion Administrative Assistant position to full-time;

Whereas, the cost of said change is not included in the City of Monticello Advertising & Promotion Commission Fund Budget for 2025;

It is, therefore, by the Monticello City Council, resolved as follows:

1. That the City of Monticello Advertising & Promotions Commission Fund Budget for 2025 be amended as follows:
  - a. Increasing Expense Line Item # 5101 Salaries by \$21,300 to \$50,000;
  - b. Increasing Expense Line Item # 5103 Payroll Taxes by \$1,700 to \$4,000;
  - c. Increasing Expense Line Item # 5106 Retirement by \$3,500 to \$8,000;
  - d. Increasing Expense Line Item # 5110 Annual Employee Benefit by \$240 to \$350;
2. That this resolution will be effective May 27, 2025.

(END OF RESOLUTION)

ADOPTED on this \_\_\_\_ day of May, 2025.

\_\_\_\_\_  
Mayor

Attested by: \_\_\_\_\_

City Clerk



Arkansas Community Assistance Grant Program  
Resolution Passed by City Council/Quorum Court/Non-Profit Board

Date: May 27, 2025

Resolution # \_\_\_\_\_

Be it resolved by the City Council/Quorum Court/Non-Profit Board of the City of Monticello,

State of Arkansas a resolution entitled: \_\_\_\_\_

A Resolution authorizing the Mayor/Judge/President of the City of Monticello to apply for a grant on behalf of the City of Monticello, Arkansas. Whereas the the City of Monticello City Council/Quorum Court/Non-Profit Board has determined that the City of Monticello (*community/non-profit*) meets eligibility requirements necessary to apply for a grant under the Arkansas Community Assistance Grant Program, and

Whereas, the City of Monticello (*community/non-profit*) has presented plans to make improvements and remodel City Hall and Fire Department Buildings (*description of project*); and whereas, the City Council/Quorum Court/Non-Profit Board of the City of Monticello recognizes the need for the project, concurs with its importance, and supports the City of Monticello (*community/non-profit*) in its efforts to proceed with the same, and

Whereas, the the City of Monticello (*community/non-profit*) has furnished proof that they have raised \$ 86,018.63 through community cash and/or in-kind donations to be applied to the project as a local match;

Be it further resolved that the Mayor/County Judge/President of the City of Monticello, Arkansas is hereby authorized to submit an application of formal request to the Arkansas Economic Development Commission for purpose of securing state grant funds in the amount of \$ 344,074.50 to aid and assist the City of Monticello, Arkansas (*community/non-profit*) in executing the proposed project described herein and that the Mayor/County Judge or Recorder/Treasurer/President of the City of Monticello, Arkansas is further authorized to administer the grant funds for the same project.

THIS RESOLUTION ADOPTED IN REGULAR SESSION May 27, 2025 (*date*).

Approved: \_\_\_\_\_  
Signature of Mayor/County Judge/Board President

Attest: \_\_\_\_\_  
Signature of City or County Clerk

*Note: This is a sample copy of a resolution intended to assist applicants in knowing what to submit.*

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION AUTHORIZING ARKANSAS STATE POLICE FULL STEP GRANT**

WHEREAS, the City of Monticello has the opportunity to apply for a grant;

WHEREAS, it is anticipated that the grant will be a request for \$47,520.00 with the funds to go towards overtime pay on state mobilizations.

IT IS, THEREFORE, by the Monticello City Council resolved as follows:

1. That the application for an Arkansas State Police Full Step Program in the amount of \$47,520.00 for overtime pay for officers working the state mobilizations.
2. That the Mayor and/ or Chief of Police are authorized to complete said grant application.

(END OF RESOLUTION)

ADOPTED on this \_\_\_\_ day of May, 2025

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO SET FEES TO CONNECT TO THE  
CITY OF MONTICELLO'S WATER DISTRIBUTION SYSTEM**

WHEREAS, the City of Monticello incurs costs for equipment and material used to provide and maintain water services to the individual customers of the City and should, therefore, be entitled to recover the costs for such service; and

WHEREAS, the City of Monticello has determined the current costs for the purpose of establishing such charges and shall take effect immediately.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Monticello:

**Section 1.** The following fees shall be made prior to each tap made into the City's water distribution system:

<b><u>Meter Size</u></b>	<b><u>Inside City Limits</u></b>	<b><u>Outside City Limits</u></b>
¾"	\$500.00	\$550.00
1"	\$800.00	\$850.00
2"	\$1,500.00	\$1,550.00
Over 2"	To be fixed by the Mayor	

PROVIDED, HOWEVER, that in no event shall the tap fee and associated costs be less than the amount paid by the City for such connection.

**Section 2.** For the privilege of tapping into the City's water distribution system by a consumer outside city limits, the consumer will incur an extra fee of \$500.00 per individual tap.

**Section 3.** Every water meter installed and the City's water service line from the water meter to the City's main automatically becomes a right-of-way for the City and must be accessible to a representative of the City at all times.

**Section 4.** Before obtaining water service from the City, all permits, fees and inspections must be completed and approved by the appropriate authorities.

**Section 5.** That all prior ordinances or parts of ordinances in conflict herewith shall be repealed to the extent of the foregoing provisions.

**Section 6.** Emergency Clause. The City Council hereby declares that the health, safety and welfare of the citizens of Monticello require the establishment and collection of the charges provided by this ordinance for the provisions and maintenance of an adequate municipal water supply and distribution system. Therefore, an emergency exists, and this ordinance shall go into effect immediately from the date of this passage.

ADOPTED on this \_\_\_\_\_ day of May, 2025.

\_\_\_\_\_  
Mayor

Attested by: \_\_\_\_\_  
City Clerk