



## CITY OF WARD

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

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### Council Meeting Minutes January 21, 2025 at 6:30 PM

- I. **Swearing-In Ceremony:** Council members Charles Chapman, Steven Hall, Stacey McMinn, Robin Hefner and Rob Ruble were sworn in.
- II. **Call to Order:** by Mayor Gastineau @ 6:32pm. Prayer was offered by council member Steve Hall, followed by the Pledge of Allegiance.
- III. **Roll Call:** The following council members were present: Steve Hall, Charles Chapman, Stacey McMinn, Robin Hefner, and Rob Ruble. We have a quorum. Mayor Charles Gastineau and City Clerk Krystal Rummel were also in attendance. Casey Brooke (vacation) was absent.
- IV. **Review/approval of Council Minutes:** Council member Ruble made a motion to approve the December 17, 2024 council minutes, seconded by council member Hefner. Motion passes with a 5-0 voice vote.
- V. **Department Reports and Financials:** Council member Ruble made a motion to approve the department reports and financials for December, seconded by council member McMinn. Motion passes with a 5-0 voice vote.
- VI. **Planning Commission Report:** No planning commission report as they met earlier last month and it was already presented in December.
- VII. **Old Business:** None
- VIII. **New Business:**
  - A. **ORDINANCE NUMBER O-2025-01: CITY COUNCIL RULES AND PROCEDURES - AN ORDINANCE REPEALING AND REPLACING ORDINANCE O-2024-01; ESTABLISHING THE RULES AND PROCEDURES TO BE USED BY THE WARD CITY COUNCIL; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES;** was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve O-2025-01, seconded by council member Ruble. Roll call: Hall=yes, Chapman=yes, McMinn=yes, Hefner=yes, Ruble=yes. Motion carries with a 5-0 vote. Council member Chapman made a motion to suspend the second and third readings, seconded by council member Hefner. Motion is approved with a 5-0 voice vote. Council member Hall made a motion to adopt O-2025-1, seconded by council member Ruble. Roll call: Chapman=yes,

McMinn-yes, Hefner-yes, Ruble-yes, Hall-yes. Motion passes with a 5-0. O-2025-01 has been approved and adopted. Council member Hall made a motion to enact the emergency clause, seconded by council member Chapman. Roll call: McMinn-yes, Hefner-yes, Ruble-yes, Hall-yes, Chapman-yes. Motion carries with a 5-0 vote. O-2025-01 will go into effect immediately.

NOTE: Mayor Gastineau asked council if he could move the discussion on Trees ahead of the Water Tank Inspection report. Council had no objections.

**B. DISCUSSION ON TREES (ERIN MIXON):** Discussion was led by Erin Mixon, chairman of the Planning Commission. Mixon helped with the tree sale at a previous locality. She presented information outlining an example of a previous tree sale and discussed options that could be applied to our community. Council member Hefner volunteered to be on a Tree Committee as did council member Chapman. Parks and Recreations director Michelle Fitzgerald was appointed.

**C. Discussion on Water Tank Inspection Report:** Tommy Bond stood to help discuss the results of the Water Tank Inspection report. A detailed presentation was provided outlining the results and future plans. Council member Ruble provided a motion to allow the city to move forward with an RFP to demo the water tank on Peyton street, seconded by council member Hefner. Motion carried with a 5-0 voice vote. Council member Chapman made a motion to allow the city to move forward with an RFP to clean and repair the remaining tanks as modified, seconded by council member Ruble. Motion is approved with a 5-0 voice vote.

**D. ORDINANCE NUMBER O-2025-02: AN ORDINANCE REPEALING AND REPLACING ORDINANCE 2022-02; AN ORDINANCE ESTABLISHING A PROCEDURE FOR THE PURCHASING, SALE OR EXCHANGE OF PROPERTY IN THE CITY OF WARD AND FOR OTHER PURPOSES** was read by title only by City Clerk Rummel. Council member Ruble made a motion to approve O-2025-02 on its first reading, seconded by council member Chapman. Roll call: Hefner-yes, Ruble-yes, Hall-yes, Chapman-yes, and McMinn-yes. Motion carries with a 5-0 vote. Council member Hall made a motion to suspend the rules for the second and third readings, seconded by council member McMinn. Motion carries with a 5-0 voice vote. Council member Chapman made a motion to adopt O-2025-02, seconded by council member Hall. Roll call: Ruble-yes, Hall-yes, Chapman-yes, McMinn-yes, and Hefner-yes. O-2025-02 has been approved and will be effective in 30 days.

**E. ORDINANCE NUMBER O-2025-03: AN ORDINANCE REPEALING AND REPLACING CITY OF WARD ORDINANCES O-2024-05; DESIGNATING PLACES FOR THE POSTING OF ORDINANCES; PRESCRIBING OTHER MATTERS RELATED THERETO; AND DECLARING AN EMERGENCY** was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve O-2025-03 on its first reading, seconded by council member McMinn. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, and Ruble-yes. Motion carries with a 5-0 vote. Council member Hefner made a motion to suspend the rules for the second and third readings, seconded by council member McMinn. Motion carries with a 5-0 voice vote. Council member Hefner made a motion to adopt O-2025-03, seconded by council member McMinn. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Ruble-yes, and Hall-yes. O-2025-03 has been approved. Council member Hefner made a motion to enact the emergency clause, seconded by

council member Hall. Roll call: McMinn-yes, Hefner-yes, Ruble-yes, Hall-yes and Chapman-yes. O-2025-03 will go into effect immediately.

**F. RESOLUTION NUMBER R-2025-01: A RESOLUTION AUTHORIZING THE MAYOR AND/OR THE CITY CLERK OF THE CITY OF WARD TO ENTER INTO A CONTRACT TO PURCHASE ONE (1) 2025 DODGE DURANGO POLICE PURSUIT VEHICLES FROM RED RIVER DODGE IN HEBER SPRINGS, ARKANSAS** was read by title only by City Clerk Rummel. Council member Hall made a motion to approve R-2025-01, seconded by council member Hefner. Motion carries with a 5-0 vote.

**G. RESOLUTION NUMBER R-2025-02: A RESOLUTION AUTHORIZING THE PURCHASE OF TWO (2) DETENTION PONDS IN THE OAKLAND GROVE ESTATES SUBDIVISION** was read by title only by City Clerk Rummel. Council member Ruble made a motion to approve R-2025-02, seconded by council member Hefner. Motion passes a 5-0 voice vote.

**H. RESOLUTION NUMBER R-2025-03: A RESOLUTION AUTHORIZING THE MAYOR AND/OR THE CITY CLERK OF THE CITY OF WARD TO PURCHASE MATERIAL NEEDED FOR THE INSTALLATION OF A WATER LINE** was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve R-2025-03, seconded by council member Ruble. Motion carries with a 5-0 vote.

**I. RESOLUTION NUMBER R-2025-04: A RESOLUTION AUTHORIZING THE WARD WATER OFFICE MANAGER TO DESTROY CERTAIN DOCUMENTS NOT OTHERWISE NEEDED** was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve R-2025-04, seconded by council member Chapman. Motion carries with a 5-0 vote.

**J. Update on Various CDs:** Mayor Gastineau provided an update on the previous approval by council to roll-over the CDs. He outlined those that rolled over and any changes that were made terms and rates.

**K. Discussion on 2025 City Holidays:** Mayor Gastineau requested to move the council meeting for February to the following week on February 25th. Council member Chapman made a motion to approve, seconded by council member Ruble. Motion carries with a 5-0 vote. Mayor Gastineau also explained how the Christmas holiday fell on Thursday, with employees returning to work on Friday. He requested that the Christmas Eve holiday be applied to Friday. Council member Hefner made a motion to approve the request, seconded by council member Ruble. Motion carries with a 5-0 vote.

**L. ORDINANCE NUMBER O-2025-04: AN ORDINANCE LIMITING THE NUMBER OF OPEN RIGHT-OF-WAY PERMITS A COMPANY, CONTRACTOR, OR SUBCONTRACTOR MAY HAVE OPEN AT ONE TIME IN THE CITY OF WARD; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES.** Council member Hall made a motion to approve O-2025-04 on its first reading contingent upon approval by the city attorney, seconded by council member Chapman. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, and Ruble-yes. Motion carries with a 5-0 vote. Council member Chapman made a motion to suspend the rules for the second and third readings, seconded by council member Ruble. Motion carries with a 5-0 voice vote. Council

member Chapman made a motion to adopt O-2025-04, seconded by council member Ruble. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Ruble-yes, and Hall-yes. O-2025-04 has been approved with the contingency. Council member Ruble made a motion to enact the emergency clause, seconded by council member Chapman. Roll call: McMinn-yes, Hefner-yes, Ruble-yes, Hall-yes and Chapman-yes. O-2025-04 will go into effect pending the approval of the city attorney and will be void if not.

VIII. **Mayor's Report:** During the report, Mayor Gastineau explained the 2025 fireworks bid is \$11,400. This is over his approval limit and the bid is only \$400 more than last year. Council member Hefner made a motion to approve, seconded by council member Ruble. Motion carries with a 5-0 vote.

IX. **Public Comment on Non-Agenda Items:** Council member McMinn spoke of the Water Commission meeting details from this month.

X. **Announcements**

- Yard Waste Pickup: January 27-30
- Planning Commission Meeting: January 27<sup>th</sup>, 6:30 pm
- City Hall Yard Sale (tentative): February 1<sup>st</sup>, 8:00 am – 2:00 pm
- Blood Drive by Our Blood Institute: February 5<sup>th</sup>, all day
- City Council Meeting: February 25<sup>th</sup>, 6:30 pm (approved this council meeting)

XI. **Adjournment**

There being no further business, the meeting was adjourned at 7:24 pm with a motion by Council Member McMinn, seconded by Council Member Chapman. Motion to adjourn passed with a 5-0 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 Tuesday, January 21, 2025 at 6:30PM.

APPROVED DATE: February 25, 2025

  
MAYOR CHARLES GASTINEAU

ATTEST:

  
CITY CLERK KRYSTAL RUMMEL



CITY SEAL