

# Town of Oak Grove, AR

## Town Council Meeting Minutes

May 2<sup>nd</sup>, 2023

- ❖ Mayor Robert Fairweather called to order the regular meeting of the Oak Grove Town Council at 7:03pm at the Oak Grove Town Hall. All present asked to stand for the Pledge of Allegiance.
- ❖ Council Members present Jayme Wambold, Gary Gray, Lajunta Plumlee, Stacey Sutton and Terry Hutchison
- ❖ Stephanie Shepherd read the minutes from the April 4, 2023, meeting. Jayme Wambold made a motion to accept minutes as read, seconded by Terry Hutchison. All Agreed
- ❖ Stephanie Shepherd read the minutes from the April 25, 2023, emergency meeting. Lajunta Plumlee made a motion to accept minutes as read, seconded by Stacey Sutton. All Agreed
- ❖ Verified Financial Statements for March 2023 presented to Council. Motion made by Jayme Wambold to approve statements as presented, seconded by Lajunta Plumlee. All Agreed.
- ❖ Monthly Bills for April 2023 were presented. Motion made by Gary Gray to pay bills, seconded Jayme Wambold. All Agreed.
- ❖ The completed Compiled Financial Statements and Independent Accountant's Report on Applying Agreed Upon Procedures on the Water Department from the Killingsworth Firm for the years 2020, 2021, and 2022 were presented to Council for their review.
- ❖ Resolution No. 116-2023 allowing a third authorized signer for the Town of Oak Grove was presented to Council. A motion to dispense with full reading of resolution was made by Lajunta Plumlee, seconded by Jayme Wambold. All Agreed. Motion made to approve Resolution 116-2023 made by Jayme Wambold, seconded by Lajunta Plumlee. All Agreed. To be read for second time by title only at next meeting.
- ❖ Mayor Fairweather shared with Council the Invoice from Pest Management Company regarding pest removal services for the Oak Grove Town Hall and Community Center. Total cost for both buildings is \$963.00. The council agreed to the need for these services and approved the invoice. Lajunta Plumlee made a motion to hire Pest Management Company, seconded by Terry Hutchison. All Agreed. Invoice to be paid by General/Street/Water accounts.
- ❖ Chuck Harrison has completed work on country road 4351. He also gave an estimate of costs if the Council wishes to finish out the road with additional rock. After discussion the Council decided additional work is not needed at this time.
- ❖ Request for new tap location at 1599 CR 612. This location is outside town limits and would require extensive digging as the home is approximately 6/10 mile from main line, plus one will need to bore under pavement. After council discussion with Craig Matzenbacher, the decision was made to approve a meter to be placed at the end of water main line and the customer will be responsible for any and all cost to run the needed line to the home after neighbor approval to dig as they will have to cross other properties. Jayme Wambold made motion to approve tap with meter placed at end of line, seconded by Gary Gray. All Agreed.
- ❖ Mayor Fairweather read aloud Ordinance No. 117-2023 to establish the Parks and Recreation Advisory Board for the Town of Oak Grove. Motion made by Gary Gray to approve Ordinance 117-2023, seconded by Lajunta Plumlee. All Agreed. To be read for second time by title only at next meeting.
- ❖ Mayor Fairweather read aloud Resolution No. 118-2023 authorizing the Mayor of Oak Grove to apply for the Fun Parks Grant fund through the AR Dept of Parks, Heritage, and Tourism to develop the public park. Motion made by Gary Gray to approve Resolution 118-2023, seconded by Jayme Wambold. All Agreed. To be read for second time by title only at next meeting.
- ❖ Mayor Fairweather addressed the Council about rescheduling the regular meeting of the Town council for the month of July as the first Tuesday falls on the Holiday. He suggests council push that month's regular meeting to the following week. With no objections the Council agrees. Therefore, the Regular meeting for the Month of July will be held on Tuesday July 11, 2023, at 7pm.
- ❖ Stephanie Shepherd requested the council consider changing the current water department office hours. The new hours would be Tuesday, Wednesday, and Thursday from 8:30am to 4:00pm and Fridays from 8:30am to 1:00 pm. The council has no objections to change in hours and decided that if more than 24

hours, Stephanie will be paid for additional time worked. Change in hours totals 25 hours. Lajunta Plumlee made motion to approve salary adjustment for the additional hour worked each week, seconded by Jayme Wambold. All Agreed. The council also approved Stephanie Shepherd's request for the use of her vacation time for the week of July 3-7, 2023.

- ❖ Craig Matzenbacher requested the Council consider the sale of retired Kubota Tractor that was recently replaced, as some have already shown interest in purchasing the equipment. The council approved sale through sealed bids. Tractor to be advertised locally requesting minimum bid of \$3500. Sealed bids to be open at the next town meeting held June 6.
- ❖ Update on Oak Grove Community Center Repairs – Council reviewed the 2 bids presented by Randall Dickenson for the roof support repairs and additional beam placement. He estimates 1-2 months for the completion of these repairs. Lajunta Plumlee made motion to approve repair bids, seconded by Gary Gray. Agreed Jayme Wambold. No vote: Stacey Sutton and Terry Hutchison. Invoices to be paid using General Fund.
- ❖ Karen Sanchez requested Council permission to independently gather donations for the repairs of the Oak Grove Community Center. She is hosting a Swap Meet this month in the parking lot of the Community Center and would like to have a booth and raffle to help raise donations for schoolhouse building repairs. The council had no issues with her request.
- ❖ Mayor Fairweather suggested the council consider allowing him and his daughters to have booth space during the Berryville Ice Cream Social with the intention of gathering donations for the Oak Grove Community Building repair costs. The Council had no issues with this request.
- ❖ The Parks and Recreation Advisory Board presented to council minutes held from their first meeting. The Council reviewed and approved the 5 board members and Chairman – Jayme Wambold. The Advisory board discussed with the council current park concerns that may influence our eligibility in the grant application. Such as community involvement, marked parking spaces, handicapped parking spaces etc. The advisory board will be holding a park clean up day and be working on addressing some of the suggestions they received from the NWAEDD Grant class they attended recently. As such the park will have a site inspection on May 24<sup>th</sup> in order to help increase our eligibility for the Fun Parks Grant.
- ❖ The next meeting of the Parks and Recreation Advisory Board will be held on Monday, May 15, 2023, at 6pm in the Oak Grove Town Hall. Meetings are open to the public. The advisory board will continue to meet on the third Monday of each month.

#### FIRE DEPARTMENT

- ❖ Fire Chief McKelvey presented council with Quarterly run report and reminded Council of scheduled pump test this month.
- ❖ Chief McKelvey undated council about repairs for truck currently with fire master. He is still waiting repair cost estimates as they found more serious issues than initially thought. He will update Council and Mayor once more information is available.
- ❖ Chief McKelvey informed the council that he will be on vacation next week and to contact one of the assistant chiefs if needed.

Gary Gray made motion to adjourn, Seconded by Stacey Sutton. All Agreed. Meeting Adjourned at 8:20 pm.



Robert Fairweather / MAYOR



Stephanie Shepherd / RECORDER