



P . O . Box 160 Avoca, Arkansas 72711

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MINUTES
TOWN OF AVOCA
REGULAR COUNCIL MEETING
SEPTEMBER 10, 2019

Call to order

Meeting was called to order by Mayor Whitehorn

Pledge of Allegiance

Moment of silence

Public forum: Jeannie Rollins (Choo-Choo's) informed the Council the issues she had with the Town sign, Food Trucks and Facebook postings.

Council Roll Call – by Rec/Tres. Barnes

Present: Mayor Robert Whitehorn

Rec/Tres. Nanette Barnes

ALD: Jay King, Kathy Miller, Kathy Hansen & Jordan Sullivan

Absent: None

Open: Position 3

Staff

Present: Town Attorney: Edwin McClure

Zoning Official: Jim Mills

Guests

Kim Whitehorn

Jeannie Rollins

Krista Jones

Eric Jones

Mary Madewell (?)

Mike Rollins

Donald East

***There were a couple signatures that were not legible.

Declaration of quorum

Mayor Whitehorn declared a quorum was present

Consent of Agenda

Ald. Hansen made a motion for consent of the amended agenda (Food Trucks and Town Sign were added to the Parks committee). Seconded by Ald. Sullivan. All approved. Motion carried.

Consent of minutes for council meeting

Ald. Hansen made a motion to accept the August minutes as written. Seconded by Ald. Miller. All approved. Motion carried.

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Financial statement

August 2019; Presented by Rec/Tres. Barnes

Staff Report – Rec/Tres. Barnes

1. Avoca Fire & Rescue
 - a. Monthly Report; August 2019; 45 Calls (EMS: 29, Fire: 9, Misc.: 1, MVA: 5, Roads: 1)
2. NEBCO EMS
 - a. None
3. Facebook & Website
4. Business Permits (0 Renewal & 1 New) as of August 31, 2019
 - a. Devil Dogs; Hot Dog Food Truck
5. Building Permits – as of August 31, 2019
 - a. None

Committee Reports:

1. *Planning commission – Chairmen James Mills*
 - a. Chairmen James Mills informed council they passed a Lot Split for Kathleen Hansen at 201 E. Orchard.
 - b. Town Attorney McClure informed council he was working on the new Zoning Book
 - c. Chairmen James Mills informed council the Planning Members passed updated By-Laws
 - d. Meeting scheduled for September 17, 2019 has been canceled due to lack of agenda. The next meeting will be on October 15th.
2. *Board of Zoning Adjustments– Chairmen James Mills*
 - a. Chairmen James Mills informed council the Planning Members passed updated By-Laws
 - b. Chairmen James Mills informed council they passed a Variance for Nancy Rechtfertig at 530 Courtney Lane
 - c. Next meeting is scheduled for December 17, 2019
3. *Zoning and code enforcement – James Mills*
 - a. Violation notices are going to be sent out next week per Zoning Official Jim Mills.
4. *Inspections*
 - a. Committee meeting held July 22, 2019; Mayor Whitehorn will contact committee members on a new meeting date and time.
5. *Streets – Ald. Sullivan*
 - a. Road damage due to flooding - Woods Lodge & Rader Road
 - i. No update; Tim Gehring with Arkansas Department of Management, is out of town and will contact us when he gets back to do the final inspection. Mayor Whitehorn will contact the County Judge concerning the culvert at the end of Woods Lodge Road.

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6. *Park – Ald. Hansen*

a. Steam Whistle Depot

- i. Grant; No Update
- ii. Apple Shed Award/Steam Whistle Pavilion Dedication; Council decided to dedicate the Steam Whistle Pavilion and award the Apple Shed award to the recipient on October 12th. Ald. Hansen and Rec/Tres. Barnes to meet on September 11th to discuss details.
- iii. Tables & Benches have arrived and will be put together within the next week.
- iv. Water Fountains; Ald. Hansen to check on details on putting a water fountain out in the park.
- v. Fences: Mayor Whitehorn informed council the wooden fences around the parks are starting to rot and fall apart. The town has received two (2) bids; NWA Fence Inc: twenty-nine thousand, seven hundred, fourteen dollars and ninety cents (\$29,714.90) and FenceCo Inc: twenty-one thousand, seven hundred sixty-two dollars and zero cents (\$21,762.00). Council has decided to look into different types of fencing that will last longer than the wooden rail fences that are currently around the parks.
- vi. Food Trucks & Town Sign; Ald. Hansen discussed the town philosophy concerning food trucks and the town sign. Questions were asked and comments were made by Donny East with East Lawn Care and Jeannie Smith with Choo-Choo's. Council answered all questions. Town Attorney McClure will update the food truck lease and write a social media policy.
- vi. Ald. Hansen informed council she would like to add a Pergola/Gazebo on the cement slab, next to the Pavilion at the Steam Whistle Park. Ald. Hansen will add this to next year's park budget.

7. *Impact Fees – Ald. Hansen*

- a. Capitalization Policy; No Update.

8. *Future of Avoca – Ald. Hansen*

- a. Annexation; The town has not received any responses back from the letters that were sent out. Rec/Tres. Barnes will call neighboring towns/cities to see what consultants they have used before going any further with annexations.

9. *Farmers Market – Ald. Hansen*

- a. Total of 18 Vendors

10. *Personnel – Ald. King*

- a. Personnel Book & Job Descriptions; Rec/Tres. Barnes states Town Attorney McClure has the Handbook and she will be contacted with any changes that need to be made. Once that is completed it will then be presented to the council for final approval.

11. *Transportation Alternatives Program (TAP); Avoca Heritage Trail*

- a. Update; Rec/Tres. Barnes updated council on the status of the trail. The town is still waiting on ARDOT for approval. Ald. Sullivan reminded council the grant is a matching grant, that is reimbursed and has asked Rec/Tres Barnes to see what the turnaround time is for reimbursements.

Old Business

1. Mobile Home; 425 Sheppard Road – Attorney McClure has informed the owner at 425 Sheppard Road, the mobile home needs to be removed due to Ordinance 107. Ald. Sullivan made a motion to give homeowner an additional thirty (30) days to remove said mobile home. Seconded by Ald. King. Roll call: Ald. Miller; yes, Ald. Hansen; yes, Ald. Sullivan; yes, and Ald. King; yes. All approved. Motion carried.

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New Business

1. Resolution 05-19; Authorizing the Rate of Property Tax – Attorney McClure read Resolution No. 05-19 in its entirety. A motion was made by Ald. Hansen to accept Resolution No. 05-19 on its first and final reading. Seconded by Ald. King. Discussion: none. Roll call; Ald. Sullivan: yes, Ald. King: yes, Ald. Miller: yes, and Ald. Hansen: yes. All approved. Motion carried.
2. Resolution 06-19; Health Insurance for Office Administrator – Attorney McClure read Resolution No. 06-19 in its entirety. A motion was made by Ald. Sullivan to accept Resolution No. 06-19 on its first and final reading. Seconded by Ald. Hansen. Discussion: none. Roll call; Ald. King: yes, Ald. Miller: yes, Ald. Hansen: yes, and Ald. Sullivan: yes. All approved. Motion carried.
3. Resolution 07-19; Zoning Official Duties – Attorney McClure read Resolution No. 07-19 in its entirety. A motion was made by Ald. Hansen to accept Resolution No. 07-19 on its first and final reading. Seconded by Ald. King. Discussion: was held concerning a raise to the Zoning official. Ald. Hansen made a motion to amended motion to table Resolution No. 07-19 until January 2020. Seconded by Ald. King. Roll call; Ald. Miller: yes, Ald. Hansen: yes, Ald. Sullivan: yes, and Ald. King: yes. All approved. Motion carried.

Mayor for the Good of the Town

None

Announcements

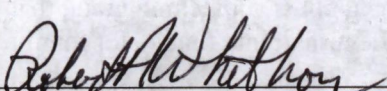
1. Nanette out; Clerks Institute Class, September 15 – 19, 2019
2. Planning Meeting scheduled for Tuesday, September 17, 2019 (Canceled – due to lack of agenda)
3. Firemen BBQ; Saturday, September 28, 2019
4. Council Meeting scheduled for Tuesday, October 8, 2019
5. Apple Shed Award/Steam Whistle Dedication; Saturday, October 12, 2019
6. Board of Zoning meeting is scheduled for Tuesday, December 17, 2019

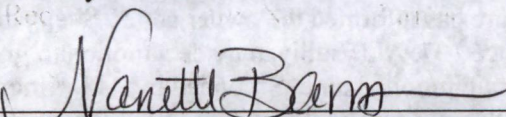
Adjournment:

A motion was made by Ald. Hansen and seconded by Ald. King to adjourn meeting at 7:35 pm.
Discussion: none. All approved. Motion passed.

Respectfully submitted,

Nanette Barnes
Recorder-Treasurer

Approved 
Mayor Robert Whitehorn

Attest 
Recorder/Treasurer Nanette Barnes