

**LOWELL CITY COUNCIL MINUTES
REGULAR COUNCIL MEETING
VIRTUAL MEETING
JANUARY 19 - 6:30PM**

INVOCATION: Pastor Brian Clark

PLEDGE OF ALLEGIANCE: Mayor Chris Moore

CALL TO ORDER OF REGULAR COUNCIL MEETING: The Regular Meeting of the Lowell City Council was called to order at 6:32pm by **Mayor Chris Moore** at the Lowell Council Chambers.

ROLL CALL: Mayor Chris Moore asked the City Clerk for a verbal roll call. Council Members present were **Steve Whitehead, Eric Schein, Bethany Rosenbaum, Bill Adams, Lisa DeGifford, Chasity Taylor, Kendell Stucki, David Adams.** Deputy Attorney Kieklak was present, also. There was quorum. A roster of all others in attendance is on file with these minutes.

CONSENT AGENDA:

**Lowell City Council Minutes Regular Meeting – December 15, 2020
Financial Statement – December 2020**

Motion to approve the Consent Agenda.

Motion: David Adams

Second: Kendell Stucki

Vote Aye: B. Adams, D. Adams, Stucki, Taylor, Rosenbaum, DeGifford, Schein, Whitehead

Vote Nay: None

Motion to approve Consent Agenda approved.

PUBLIC FORUM: Open: 6:36PM Close: 6:37PM

RECOGNIZING THE PASSING OF EMPLOYEE MIKE YOUNG.

As many of you may know soon after Mike Young left employment with the City of Lowell, he became sick and died. As with the passing of any of the Lowell family of employees, we mourn the passing of Mike and our thoughts and prayers go out to his family. And so, Christy and Mike's family, we offer our sincere condolences and hope that peace will swiftly visit your hearts.

AMEND AGENDA AND ADD APPOINTMENT OF A&P VACANCY

One position on A&P needs to be filled with a council member.

Motion to Amend Agenda and add appointment of A&P Vacancy

Motion: Eric Schein

Second: Lisa DeGifford

Vote Aye: D. Adams, Whitehead, Schein, DeGifford, Stucki, Taylor, Rosenbaum

Vote Nay: B. Adams

Motion to Amend Agenda and add appointment of A&P Vacancy passed.

Motion to appoint Steve Whitehead to fill A&P Vacancy,

Motion: Eric Schein

Second: Lisa DeGifford

Vote Aye: DeGifford, Rosenbaum, B. Adams, Taylor, Schein

Vote Nay: D. Adams

Abstain: Whitehead, Stucki

Motion to appoint Steve Whitehead to fill A&P Vacancy passed.

Council Member Stucki asked the A&P to be transparent in business transactions and report to the council on a monthly basis.

OLD BUSINESS:

1. RESOLUTION APPROVING AND ADOPTING AN UPDATED OVERTIME POLICY FOR THE FIRE FIGHTERS AND POLICE OFFICERS IN LOWELL, TO BE SECTION 4.5.1.1 OF THE PERSONNEL POLICY MANUAL FOR THE CITY OF LOWELL, ARKANSAS.

Fire Chief Melnicki presented an Overtime Policy he uses in his department and recommended extending it to the Police Department. He wanted to codify what is already a practice; an extra benefit for keeping fire fighters in Lowell; and it is not policy but practice. Chief Melnicki has included in his 2021 Budget monies for this Overtime Policy. Monies for this policy have not been included in the Police Department 2021 Budget.

Council recommended this item be tabled because no progress has been made and the budget needs to be addressed. The overtime policy will continue as is indefinitely.

Motion to table Resolution.

Motion: Bill Adams

Second: Chasity Taylor

Vote Aye: B. Adams, D. Adams, Stucki, Taylor, Rosenbaum, DeGifford, Schein, Whitehead

Vote Nay: None

Motion to table Resolution passed.

NEW BUSINESS:

1. RESOLUTION SETTING FORTH MEETING RULES OF THE CITY COUNCIL FOR THE CITY OF LOWELL, ARKANSAS.

Housekeeping – Meeting Rules for the City Council are established every January in order to promote efficient, consistent and fair City Council Meetings.

Motion to approve Resolution as presented.

Motion: Lisa DeGifford

Second: Eric Schein

Vote Aye: Schein, D. Adams, Stucki, Taylor, Rosenbaum, DeGifford, B. Adams, Whitehead

Vote Nay: None

Motion to approve Ordinance passed.

Resolution assigned 21-01.

2. RESOLUTION TO ADOPT AND APPROVE AMENDMENTS TO THE 2021 BUDGET REGARDING RECONCILIATION OF VARIOUS SPECIAL REVENUE FUNDS FOR THE CITY OF LOWELL, ARKANSAS.

Purchase software, licensing and maintenance of software, etc. for Building Services.

Motion to approve Resolution.

Motion: David Adams

Second: Eric Schein

Vote Aye: D. Adams, Rosenbaum, B. Adams, Schein, DeGifford, Taylor, Whitehead, Stucki

Vote Nay: None

Motion to approve Resolution passed.

Resolution assigned No. 21-02.

3. RESOLUTION TO ADOPT AND APPROVE AMENDMENTS TO THE 2021 BUDGET REGARDING RECONCILIATION OF VARIOUS SPECIAL REVENUE FUNDS FOR THE CITY OF LOWELL, ARKANSAS.

Monies transferred to Park Department to oversee trail expenses such as KJM trailhead, restrooms, Farmers Market, etc. Engineer to oversee project.

Motion to approve Resolution.

Motion: Eric Schein

Second: David Adams

Vote Aye: Schein, D. Adams, Stucki, Taylor, Rosenbaum, DeGifford, B. Adams, Whitehead

Vote Nay: None

Motion to approve Resolution passed.

Resolution assigned No. 21-03.

4. RESOLUTION TO ADDRESS FUNDING FOR CONTINUING PROJECTS DURING FISCAL YEAR OF 2021.

Housekeeping every January. Several projects ongoing in the City of Lowell will continue from fiscal year 2020 into fiscal year 2021 and the continuing funding for those projects which are addressed in the 2021 budget should be noted and transferred into the 2021 fiscal year.

Motion to approve Resolution.

Motion: Eric Schein

Second: David Adams

Vote Aye: Rosenbaum, D. Adams, Stucki, Whitehead, B. Adams, DeGifford, Schein, Taylor

Vote Nay: None

Motion to approve Resolution passed.

Resolution assigned No. 21-04

5. RESOLUTION REAPPOINTING MELANIE HOUSTON AS DEPUTY CITY CLERK UNTIL JANUARY 31, 2023.

The current deputy clerk, Melanie Houston, should be reappointed.

Motion to approve Resolution.

Motion: B. Adams

Second: Lisa DeGifford

Vote Aye: D. Adams, Rosenbaum, Stucki, Taylor, Whitehead, Adams, Schein, DeGifford

Vote Nay: None

Motion to approve Resolution approved.

Resolution assigned No. 21-05.

6. 2019 LEGISLATIVE AUDIT

Council Members were advised of the 2019 Legislative Audit.

Motion to accept 2019 Legislative Audit.

Motion: D. Adams

Second: Steve Whitehead

Voice Vote Aye: Unanimous

Voice Vote Nay: None

Motion to accept 2019 Legislative Audit passed.

ANNOUNCEMENTS:

- Employees acknowledged for their service: Jimmy Hendrix – 17 years with Street Department; Stephen Magner – 10 years with Fire Department. Kendell Stucki – 1 year with Planning Commission; Bethany Rosenbaum – 1 year with Planning Commission.
- Bill Adams expressed disappointment the Council didn't appoint Ms. Roller to A&P at December 2020 meeting. Council understood Ms. Roller was to submit her resume to the Council and since that didn't happen, the Council was able to nominate another member to the A&P. Bill also stated he would be continuing as Council Member and Representative to A&P.

ADJOURNMENT: Motion to adjourn by Eric Schein and second by Kendell Stucki. There being no objections, the meeting adjourned at 7:30pm.

ATTEST:

APPROVED:

City Clerk/Elizabeth Estes

Mayor/Chris Moore

City of Lowell

Minutes of the Regular Council Meeting

January 19, 2021

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