

R. GREGG REEP, Mayor
COUNCIL MEMBER
CHANEL HOOPER
MEMORY BURKS-FRAZER
DOROTHY C. HENDERSON

CITY OF WARREN
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JANICE NELSON, City Clerk
COUNCIL MEMBER
JOEL TOLEFREE
EMILY MOSELEY
LATANZA ATKINS

MINUTES OF THE REGULAR WARREN CITY COUNCIL MEETING

May 12, 2025

5:30 p.m.

OPENING PRAYER: Opening prayer was led by Pastor Ricky Rauls of the First Freewill Baptist Church, Warren, AR.

PLEDGE OF ALLEGIANCE: Mayor Reep led the Council and audience in the Pledge of Allegiance.

CALL TO ORDER: Mayor Gregg Reep called the meeting to order. The meeting was held in the Council Chambers of the Municipal Building.

ROLL CALL: On roll call by City Clerk Janice Nelson, the following Council Members were present: Ward 1- Council Members Chanel Hooper and Joel Tolefree, Ward 2-Council Members Emily Moseley and Memory Burks-Frazer, Ward 3- Council Members Dorothy Henderson. Absent – Council Member Atkins.

Minutes of April 14, 2025, regular City Council Meeting: On a motion made by Council Member Henderson and a second by Council Member Burks-Frazer, the Council voted 5-0 to approve the minutes of March 10, 2025. Yes votes – Council Members Henderson, Burks-Frazer, Moseley, Tolefree and Hooper. Nay-None. Absent- Council Member Atkins. Motion carried.

City Clerk's Report

Financial Statement: City Clerk Janice Nelson provided the Financial Report to the City Council Members for review. On a motion made by Council Member Henderson and a second by Council Member Burks-Frazer, the Council voted 5-0 to approve the financial statement as presented by the City Clerk. Yes votes – Council Members Henderson, Burks-Frazer, Moseley, Hooper and Tolefree. Nay – none. Absent – Council Member Atkins. Motion carried.

City Sales and Use Tax: The report on the City Sales and Use Tax received since the tax was passed was presented to the Council for their information. The city received \$78,877.38 for the month of April 2025.

County Sales and Use Tax: A report on the city's portion of the County Sales and Use Tax received since the tax was passed was presented to the Council for their information. The city's portion received from the County for April was \$56,014.31.

District Court Clerk's Report: The District Court Clerk's written report for the month of April 2025 was presented to the Council.

Mayor's Report:

1. **Update on Industrial Prospects:** Ski Blu Carbon is progressing with production lines. Weyerhaeuser has started clearing land for their plant. The new land purchase loan is in process and should be ready to finalize in 2-3 weeks. The AHF plant has been put on the market to be sold.
2. **Proposed Ordinance # 971(Memory Frazer):** Council Member Henderson motioned to place proposed Ordinance #971 on its first reading; Council Member Tolefree seconded. The Council voted 4-0 to place proposed Ordinance #971 on its first reading. Yes votes- Council Members Henderson, Tolefree, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Abstention – Council Member Burks-Frazer. Mayor Reep read aloud proposed Ordinance #971. Council Member Henderson motioned to suspend the rules and place proposed Ordinance #971 on its second reading; Council Member Tolefree seconded. The Council voted 4-0 to suspend the rules and place proposed Ordinance #971 on its second reading. Yes votes – Council Members Henderson, Tolefree, Moseley and Hooper. Nay votes – none. Absent – Council Member Atkins. Abstention – Council Member Burks-Frazer. Mayor Reep read aloud proposed Ordinance #971 for the second time. Council Member Henderson motioned to suspend the rules and to place proposed Ordinance #971 on its third and final reading; Council Member Tolefree seconded. The Council voted 4-0 to suspend the rules and place proposed Ordinance #971 on its third and final reading. Yes votes-Council Members Henderson, Tolefree, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Abstention – Council Member Burks-Frazer. Mayor Reep read proposed Ordinance #971 for the third and final time. Council Member Henderson motioned to adopt proposed Ordinance #971; Council Member Tolefree seconded. The Council voted 4-0 to adopt proposed Ordinance #971. Yes votes – Council Members Henderson,

Tolefree, Moseley and Hooper. Nay – none. Absent – Council Member Atkins.
Abstention – Council Member Burks-Frazer. Motion carried.

3. **Depot Final Report:** Completed with contracted work and ready for rentals.
4. **Grant Update:** The city is still actively looking for grants. The city is working on a grant for the Westside pool through Outdoor Parks and Recreation, but it will not be available until next year. The city is actively looking for grants to purchase more cameras for the police department to add to the cameras the city currently leases.

Council Member Recognize: none

Signed In or Called:

1. Dolly Ruddy came forward and offered any assistance that may be needed with the recycling programs of Warren.
2. Doug Thornton, Jill Dawn, Kenneth Dawn, Jeff Johnson and Rakeita Nichols came forward one at a time to voice their disagreements concerning the new food truck ordinance, Ordinance # 970. Each expressed concerns over the food truck fee to be charged and the effects it could have on their business and the City of Warren.

Administrative and Standing Committee Reports

- A. **Police Chief** – Shaun Hildreth: Police Chief Shaun Hildreth’s monthly report for April 2025 was presented to the Council. Chief Hildreth stated that his department was still actively looking to hire additional police officers. Chief Hildreth mentioned that citizens of Warren should be mindful of parking on some of the narrow streets in Warren because it can cause obstruction with law enforcement and rescue efforts.
- B. **Police Committee:** Council Member Burks-Frazer, Chairman: No meeting.
 1. **Job Openings:** Still taking applications for police officers.
 2. **Flock Camera’s:** The cameras are to monitor traffic and can read license plates, this helps in many areas of law enforcement. There will be cameras at Martin & Central, Martin & Church, Martin & W. Pine, Main St. & Church and one license plate reader camera located at the 278 Bypass.
- C. **Fire Chief** – Chuck Moore: Chief Moore gave his monthly April 2025 report to the Council. Chief Moore stated that there had been an increase in fire calls this year over last year.
- D. **Fire Committee** – Council Member Tolefree, Chairman. No meeting.

- E. **Sanitation Manager:** Rob Johnson gave his monthly report for the sanitation department for the month of April 2025. Mr. Johnson stated that the sanitation department had lost a CDL driver but would be doing interviews the next week.
- F. **Sanitation Committee:**
1. **Bids on Garbage Containers:** Council Member Tolefree motioned to accept bids from Commercial Bank at 4.86 percent for a 60-month term on a \$165,000.00 loan to purchase 2,200 new garbage containers; Council Member Moseley seconded. The Council voted 5-0 to approve the base proposal with Commercial Bank. Yes votes- Council Members Tolefree, Moseley, Henderson, Burks-Frazer and Hooper. Nay – none. Absent – Atkins. Motion carried.
 2. **Permission to Sell Garbage Truck:** Council Member Tolefree motioned to allow the selling of a 2011 Mack Truck with 146,800 miles. Vin # 1M2AX10C3BM001375, and a 2010 McNeilus 20 YD Rear loader with the vin # 74UME201034006; Council Member Moseley seconded. The Council voted 5-0 to allow the selling of the two items from the sanitation department. Yes votes – Council Members Tolefree, Moseley, Henderson, Burks-Frazer and Hooper. Nay – none. Absent – Council Member Atkins. Motion carried.
- G. **Building Official:** Mr. Rob Johnson
1. **Monthly Report-** The monthly report for April 2025 was presented to the Council.
 2. **Property Clean-up Complaints:** Ready for action.
 3. **Condemnation List:** Nothing currently. Tickets will be issued soon for properties that have not been brought into compliance and have been condemned.
- H. **Street Foreman:** Monty Hearnberger.
1. **Monthly Report-** Mr. Hearnberger presented the monthly report for April 2025.
- I. **Street Committee** – Council Member Moseley, Chairman:
1. **Guidelines for Dedication of Streets:** Still in committee.
 2. **Speed Bump on N. Wright:** Under consideration.
 3. **Street Public Hearing:** There were three citizens that showed up at the public street hearing held on April 6, 2025.
- J. **Parks & Recreation -Director: Kyle Wagnon:** The Parks & Recreation report for April 2025 was presented to the Council. Mr. Wagnon stated that High School baseball season had finished up and that the Shooting Range was fully staffed now. Work has begun at the city pool to get ready for the summer.

K. Community and Economic Development Committee – Council Member-Chairman Hooper:

- 1. Main St. Property (Old Bryant Lot):** Nothing currently.
- 2. New City Flag Purchases:** Still in Committee.
- 3. Tables & Chairs:** Council Member Hooper motioned to purchase the tables and chairs from Amazon for a total of \$2,391.60; Council Member Henderson seconded. The Council voted 5-0 to purchase items from Amazon for a total of \$2,391.60. Yes votes – Council Members Hooper, Henderson, Burks-Frazer, Moseley and Tolefree. Nay – none. Absent – Council Member Atkins. Motion carried. The approval was for 15 folding tables and 90 folding chairs.

L. Ways and Means Committee-Council Member-Chairman Henderson: Chairman Henderson.

- 1. New Revenue for Safety:** Remains on agenda.
- 2. 2025 Employee Raises:** Remains on agenda.

Mayor Reep requested to have a meeting set up with the Committee soon.

Reports and Business Boards and Commissions:

A. Parks and Recreation Commission – Brooke Harris, Chairman: No meeting.

B. Planning Commission – Jennifer Rodriguez, Chairman

- 1. Minutes:** The minutes of April 28, 2025, Planning Commission were presented to the Council.
- 2. Proposed Ordinance #972 Amending Ordinance #740 (Tiny Homes):** Council Member Henderson motioned to refer proposed Ordinance #972 (Tiny Homes) to the Community and Economic Development Committee; Council Member Tolefree seconded. The Council voted 5-0 to refer proposed Ordinance #972 to the Economic and Community Development Committee. Yes votes – Council Members Henderson, Tolefree, Burks-Frazer, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Motion carried.

C. Aviation Commission – Joe Hank Wharton, Chairman:

- 1. Minutes of Monthly Meeting:** The minutes for May 1, 2025, Aviation meeting were presented to the Council.

- D. **Water and Sewer Commission:** Mr. Boyce Hamlet, Chairman: The minutes for the Water and Sewer Commission meeting on March 21, 2025, and a special call meeting on March 24, 2025, along with the balance sheets were presented to the Council.
- E. **Warren Housing Authority Commission:** Mr. Hugh Quimby, Chairman. Minutes of April 28, 2025, meeting were presented to the Council.
- F. **Warren Cultural Center:** Council Member Burks-Frazer-Chairman: The monthly report for April 2025 was presented to the Council.

Unfished Business:

- A. None.

New Business:

1. **Street Drainage Improvement of the Corner of Kelly & Bragg St.:** Council Member Tolefree motioned to refer to the Street Committee; Council Member Henderson seconded. The Council voted 5-0 to refer to the Street Department. Yes votes – Council Members Tolefree, Henderson, Burks-Frazer, Moseley and Hooper. Nay – none. Absent – Atkins. Motion carried.
2. **New Road to Ouachita Hardwood Flooring – Mayor:** Mayor Reep stated the need for an industrial road for large trucks going to Ouachita Hardwood to keep trucks off of the city residential streets causing damage. Mayor Reep suggested an industrial road be built off of the 189-bypass. Mayor Reep asked that this be referred to the street department. Council Member Henderson motioned to refer this item to the street department; Council Member Moseley seconded. The Council voted 5-0 to refer this to the street department. Yes votes – Council Members Henderson, Moseley, Burks-Frazer, Hooper and Tolefree. Nay-none. Absent-Council Member Atkins. Motion carried. All options should be considered.
3. **Amend Food Truck Ordinance No. 970- (Council Member Hooper):** Council Member Hooper motioned to put Ordinance No. 970 back into Committee for further review; Council Member Henderson seconded. The Council voted 5-0 to place Ordinance #970 back into Committee for review. Yes votes – Council Members Hooper, Henderson, Burks-Frazer, Moseley and Tolefree. Nay – none. Absent – Council Member Atkins. Motioned carried. The ordinance is already legally adopted however, Mayor Reep stated he would not implement the ordinance until the Committee had reviewed the ordinance and brought back to Council.
4. **Proposed Ordinance #973: An Ordinance to Allow the City of Warren to Conduct Business with Repair All of Arkansas, LLC, and for Other Purposes:** Council Member

Henderson motioned to place proposed Ordinance #973 on its first reading; Council Member Tolefree seconded. The Council voted 5-0 to place Ordinance # 973 on its first reading. Yes votes – Council Members Henderson, Tolefree, Burks-Frazer, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Mayor Reep read aloud proposed Ordinance #973. Council Member Henderson motioned to suspend the rules and place proposed Ordinance #973 on its second reading; Council Member Tolefree seconded. The Council voted 5-0 to suspend the rules and place proposed Ordinance #973 on its second reading. Yes votes – Council Members Henderson, Tolefree, Burks-Frazer, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Mayor Reep read aloud proposed Ordinance #973 for the second time. Council Member Henderson motioned to suspend the rules and place proposed Ordinance # 973 on its third and final reading; Council Member Tolefree seconded. The Council voted 5-0 to suspend the rules and place proposed Ordinance #973 on its third and final reading. Yes votes- Council Members Henderson, Tolefree, Burks-Frazer, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Mayor Reep read proposed Ordinance # 973 for the third and final time. Council Member Henderson motioned to approve propose Ordinance #973; Council Member Tolefree seconded. The Council voted 5-0 to approve proposed Ordinance #973. Yes votes – Council Members Henderson, Tolefree, Burks-Frazer, Moseley and Hooper. Nay – none. Absent – Council Member Atkins. Motion carried.

Announcements:

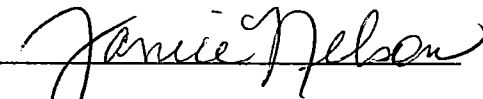
1. The Municipal Building will be closed Monday, May 26, 2025, in observance of Memorial Day. There will be no garbage pick-up.
2. Warren High School Graduation May 15, 2025, at 7:00 p.m.
3. Bradley County Pink Tomato Festival June 13-14, 2025.
4. Arkansas Municipal League Annual Convention (June 18-20, 2025).

Pay Bills for April: Council Member Henderson motioned to pay the April 2025 bills; Council Member Tolefree seconded. The Council voted 5-0 to pay the April 2025 bills. Yes votes – Council Members Henderson, Tolefree, Moseley, Burks-Frazer, Hooper. Nay – none. Absent – Council Member Atkins. Motion carried.

Set Meeting for June 2025: The May agenda meeting will be held on Thursday, June 5, 2025, at 7:00 a.m. and the Council Meeting will be held on June 9, 2025, at 5:30 p.m. in the Municipal Building Council Chamber.

Adjourn: Mayor Reep adjourned meeting.


Mayor R. Gregg Reep

ATTEST: 
Janice Nelson, City Clerk