

**HECTOR CITY COUNCIL**  
**Regular Meeting Monday, September 16, 2024 at 6:30pm**  
**Hector City Hall**

Meeting called to order by/time: Mayor John Riley at 6:35pm

Council Members:	<u>Position</u>	<u>Name</u>	<u>Present / Absent</u>
	Alderman 1	Samantha Brashear	Present
	Alderman 2	John Mosley	Present
	Alderman 3	Peggy Gregory	Present
	Alderman 4	Carey McGee	Present
	Alderman 5	Hannah D'Amato	Present

Attorney: Bill Smith Present via phone

Pledge of Allegiance

Meeting opened with prayer by: Peggy Gregory

08-27-24 Special Council Meeting Minutes: Reviewed & Accepted Motion made by: Samantha Brashear  
 Motion 2<sup>nd</sup> by: Peggy Gregory  
 Vote: Passed 100% (5/5)

09-09-24 Special Council Meeting Minutes: Reviewed & Accepted Motion made by: Carey McGee  
 Motion 2<sup>nd</sup> by: John Mosley  
 Vote: Passed 100% (5/5)

08-19-24 Council Meeting Minutes: Reviewed & Accepted Motion made by: Hannah D'Amato  
 Motion 2<sup>nd</sup> by: Samantha Brashear  
 Vote: Passed 100% (5/5)

**Correction** to August 2024 financial report: for the General Account, under outstanding checks, the number should be 6 instead of 5. A void check was inadvertently left off the total number for this line item. No other items affected.

August 2024 Financial Report: Reviewed & Accepted Motion made by: Carey McGee  
 Motion 2<sup>nd</sup> by: Peggy Gregory  
 Vote: Passed 100% (5/5)

Police Department Report: Chief Phillip Hubbard Present

- Officer Drew Manson made a drug arrest.
- Chief Hubbard stated police department is still in the process of buying items from the DPS Grant that has been awarded to the police department.
- All items that are listed in the grant have been purchased or is in the process of being purchased. A phone call made to one of the point of contacts for the grant to request if the money could be recategorized/redistributed to other items the police department needs, such as laptops, breathalyzers, electronic fingerprinting, police tape and flashlights. The items listed above are acceptable to spend the money on and any remaining money left in one of the categories could be used to help purchase items in another category.
- Chief Hubbard stated the police department is working with school officer Matt Huffman to help keep the schools safe.

Fire Department Report Interim Chief Mike Geurian Present

- Mayor asked Interim Fire Chief Geurian if he had anything to discuss. Mayor Riley stated the non-profit organization has been dissolved and the fire department is currently trying to establish the bylaws.

- Mayor Riley stated he owes the fire department job descriptions for officer positions within the department and personnel policy.

Street Report (TAP Project) – was resubmitted to regional engineering office for changes requested permission to request bids.

- In July a letter was submitted requesting permission to solicit for bids for the TAP Project (sidewalks). This was discussed during the special council meeting on July 9<sup>th</sup>, 2024.
- Mayor contacted Trey Foster with CEA and asked what the holdup was with the bid solicitation The regional engineering in Russellville had an issue due to drainage. ARDOT requested from engineering group a correction.
- CEA has made the requested changes that were concerns of ARDOT and resubmitted the plan to ARDOT for permission to request to solicit bids.

General – Public Comment

- None.

**Old Business:**

Agenda Item A: Farm House Property: Ed and Lola Condley provided easement of 4 feet. Will close once Quit Claim deed is filed, and title insurance is completed.

- Mayor stated he spoke with the local business owners that owned the land that part of the AC unit is on for the Farm House Property. Ed and Lola Condley with Hector Hardware Store is providing easement.
- Mayor stated once the survey is completed and quit claim deed is issued, which is being taken care of by the seller, then it will go thru title insurance search and after that a closing date would be set. Mayor was not sure how long this process would take.

Agenda Item B: Fun Park Grant submitted

- The City of Hector has submitted the necessary paperwork for the Fun Park Grant, the deadline was the end of August 2024. Mayor is not sure when the announcement will be made for who has been awarded the grant.

Agenda Item C: Consideration of a resolution R24-23 authorizing the city to apply for Public Safety Equipment Grant and contracting with Barlow Consulting Services for Grant submission and administration and approving an appropriation of \$500.00

- The amount for the DPS Grant if awarded is up to \$75,000.00. This grant is 100% funded, meaning the city would not have to match the amount of the grant.
- This grant will allow for a purchase of a patrol vehicle. The amount if awarded will cover the vehicle plus any items needed to equip the vehicle for police purposes. Chief Hubbard has received an estimate for total equipped vehicle, he also stated he would like to buy locally due to if any maintenance is needed it would be easier to work with someone that is local.
- Chief Hubbard is working with Barlow Consulting Services on listing items needed for the police department in the grant and any other necessary paperwork needed for this grant.
- Chief Hubbard stated again the vehicle would be four-wheel drive and would stay at city hall until needed by one of the officers.
- Council member asked if anyone has reached out to Kristen a grant writer for Pope County, she would be willing to work with the City of Hector or Karen Barlow. She is a free resource that has worked with fire fighters in the county. A business card for her has been provided to the mayor.
- Mayor Riley read the proposed resolution aloud to council members.

• <b>Resolution presented by council member:</b> Resolution 2024-23: to authorize the Hector Police Department to apply for the DPS Grant and an appropriation from the general fund in	<b>Motion made by:</b> <b>Carey McGee</b>	<b>Motion 2<sup>nd</sup> by:</b> <b>Peggy Gregory</b>	<b>Vote:</b> Passed 100% (5/5)
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the amount of \$500.00 for the purpose of grant services provided by Barlow Consulting Services.

Agenda Item D: Brown/Sikes building discussion. Consideration of a resolution R24-24 entering into a partnership with the Brown/Sikes board of directors for the purpose of establishing a Brown/Sikes Community/Senior Citizens center.

- Grant writer stated there is grant funding available for senior citizen centers, but typically one of the items they look for is if a senior citizen center is established already.
- Mayor has spoken to Lola Condley on proposing to enter into a partnership with the Brown/Sikes board of directors. They are going to reestablish the organization. If they can get the organization reestablished, then when applying for grants one of the requested items for having an active senior citizen center would be met.
- No known timeline on when the organization will be reestablished.
- The proposed resolution is for the City of Hector to enter into a partnership with the Brown/Sikes Board of Directors to establish a Brown/Sikes Community/Senior Citizen Center. This resolution is showing intent but is not bidding.
- Discussed on applying for next Fun Park Grant and discussed other grant/funding options such as Area on Agency, Handicap Play Area, DHS, and Historic Society. Each of these will have their own stipulations and requirements that will have to be reviewed and met when applying for funding.
- **Resolution presented by council member:** Resolution 2024-24: authorizing partnership between City of Hector and Brown/Sikes Senior Citizen/Community Center  
**Motion made by:** Hannah D'Amato  
**Motion 2<sup>nd</sup> by:** John Mosley  
**Vote:** Passed  
100% (5/5)

#### **New Business:**

Agenda Item A: Council consideration of a resolution R24-25 authorizing the opening of a fire department Act 833 Account.

- Mayor Riley stated all assets distributed to the City of Hector this will allow the city to establish a fund and to pay appropriations and liabilities for the fire department.
- Mayor Riley suggested to council to open a separate account at Chambers Bank for the fire department for monies received from Act 833. The name of account would be City of Hector Volunteer Fire Department Act 833.
- The separate account would only be for money received from Act 833, this would make it easier to track and audit. The money received for this can only be spent on certain items.
- The Mayor and Recorder/Treasurer will be authorized signature bearers of the account.
- Mayor Riley read the proposed resolution aloud to the council members.
- **Resolution presented by council member:** Resolution 2024-25: to authorize Mayor or Recorder/Treasurer to open City of Hector Volunteer Fire Department Act 833 account at Chambers Bank  
**Motion made by:** Peggy Gregory  
**Motion 2<sup>nd</sup> by:** Samantha Brashear  
**Vote:** Passed  
100% (5/5)

Agenda Item B: Council consideration of a resolution R24-26 authorizing an appropriation from the Act 833 Fund in the amount of \$7500.00 for the repair of a fire truck.

- Interim Fire Chief Geurian stated it was Fire Engine 651.
- Mayor stated the vehicle has been purchased but was in the shop for needed repairs.
- This appropriation can be paid by the Act 833 fund, Mayor asked Interim Fire Chief for the invoice.
- A list of acceptable and non-acceptable items that can be appropriated to the Act 833 Fund will be provided to the city.

- Mayor Riley read the proposed resolution aloud to council members.
- **Resolution presented by council member:** Resolution 2024-26: to authorize an appropriation from the Volunteer Fire Department Act 833 Fund in the amount of \$7500.00 for purposes of repairs to Fire Engine 651.
 

<b>Motion made by:</b> Carey McGee	<b>Motion 2<sup>nd</sup> by:</b> Samantha Brashear	<b>Vote:</b> Passed 100% (5/5)
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Agenda Item C: Council consideration of resolution R24-27 authorizing an appropriation from the General Fund.

- The Hector Scholarship Gala will be October 5, 2024, at the Hector High School Cafeteria, starting at 6pm.
- The City of Hector has an opportunity to purchase tickets for this event. This would be good marketing and public relations for the City of Hector. Tickets available for \$200, \$300 and \$400.
- Council member suggested to purchase 8 tickets in the amount of \$400.00 for the police officers and their spouses to attend.
- Mayor Riley read the proposed resolution aloud to the council members.
- **Resolution presented by council member:** Resolution 2024-27: to authorize an appropriation from the General Fund in the amount of \$400.00 to the Hector Scholarship Gala for the purpose of marketing for the City of Hector.
 

<b>Motion made by:</b> Samantha Brashear	<b>Motion 2<sup>nd</sup> by:</b> Peggy Gregory	<b>Vote:</b> Passed 100% (5/5)
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City Council members review and approval of financial transactions.

Late public comment:

Member of the public asked when the board would be established for the Hector Volunteer Fire Department. Mayor stated the fire department is meeting and trying to establish their bylaws. Mayor suggested to the fire department to simplify the bylaws due to some of the items will be covered by the city personnel policy. If any major items come up the fire department would bring it to the city council, this is not for items covered under a standard budget. A budget is currently being established for the remainder of the year. If they have issues and cannot pass the bylaws, then the city could have a council meeting and ask council to amend Ordinance 2024-1 and appoint the three positions.

Meeting adjourned:

Time: 7:22pm  
 Motion made by: Peggy Gregory  
 Motion 2<sup>nd</sup> by: Samantha Brashear  
 Vote: Passed 100% (5/5)

The next regularly scheduled council meeting will be held on October 21<sup>st</sup>, 2024, at 6:30pm.

  
 Recorder/Treasurer

  
 Mayor

By signing, I agree that pages 1-4 are true and correct copy of the meeting held by the Hector City Council on September 16, 2024.