



CITY OF WARD

P.O. BOX 237 • WARD, ARKANSAS 72176 • 501-843-7686

Council Meeting Minutes July 15, 2025 at 6:30 PM

- I. **Call to Order:** by Mayor Gastineau @ 6:30pm. Prayer was offered by Council member Hall, followed by the Pledge of Allegiance.
- II. **Roll Call:** The following council members were present: Steve Hall, Charles Chapman, Stacey McMinn, Robin Hefner, Casey Brooke, and Rob Ruble. We have a quorum. Mayor Charles Gastineau, City Clerk Krystal Rummel, and City Attorney Chris Lacy were also in attendance.
- III. **Review/approval of Council Minutes:** Council member Hefner made a motion to approve the June 17, 2025 council minutes, seconded by council member Ruble. Motion passes with a 6-0 voice vote. Council member Hall made a motion to approve the June 24, 2025 council minutes, seconded by council member Brooke. Motion passes with a 6-0 voice vote.
- IV. **Department Reports and Financials:** Council member Brooke made a motion to approve the department reports for June 2025, seconded by council member Hefner. June financials will be presented next month. Motion passes with a 6-0 voice vote.
- V. **Planning Commission Report:** Planning Commission report given by Chairman Erin Mixon. Council member Hall made a motion to approve the Planning Commission report, seconded by council member Hefner. Motion approved with a 6-0 voice vote.
- VI. **Water Wastewater Advisory Committee Report:** no action taken. Next meeting until September.
- VII. **Old Business:**
- A. **ORDINANCE 2025-10: AN ORDINANCE ESTABLISHING PROCEDURES FOR PERMITTING, REVIEW AND PLACEMENT OF ACCESSORY DWELLING UNITS WITHIN THE CITY OF WARD; ESTABLISHING FEES ASSOCIATED WITH SAME; AND FOR OTHER PURPOSES (3RD READING AND APPROVAL)** was read by title only by City Clerk Rummel. Council member Ruble made a motion to approve O-2025-10 on its third reading, seconded by council member Hefner. Roll call: Hall-yes, Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, and Ruble-yes. Motion carries with a 6-0 roll call vote. Council member Chapman made a motion to adopt O-2025-10, seconded by council member Ruble. Roll call: Chapman-yes, McMinn-yes, Hefner-yes, Brooke-yes, Ruble-yes, and Hall-yes. O-2025-10 has been approved and adopted and will go into effect in 30 days.

B. 50-ACRE PROPERTY ON HWY 31: UPDATE AND DISCUSSION

Council member Brooke made a motion to allow Mayor Gastineau to move forward with leasing the 50-acre property on Hwy 31 for \$15 per acre, seconded by council member Hefner. Motion passes with a 6-0 voice vote.

VIII. New Business:

A. RESOLUTION 2025-22: A RESOLUTION ACCEPTING CK ASPHALT AS THE LOW BIDDER TO OVERLAY CAMPBELL ST, CROSS ST, AND MILAM ST; AUTHORIZING AND APPROPRIATING FUNDS; AND AUTHORIZING THE MAYOR AND/OR CITY CLERK TO SIGN APPROPRIATE DOCUMENTS FOR THE PROJECT was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve R-2025-22, seconded by council member Hall. Motion is approved by a 6-0 voice vote.

B. RESOLUTION R-2025-23: A RESOLUTION AUTHORIZING THE MAYOR AND/OR CITY CLERK OF THE CITY OF WARD TO APPLY FOR A GRANT ON BEHALF OF THE CITY OF WARD, ENTITLED: COMMUNITY ASSISTANCE GRANT FOR THE CITY OF WARD ADA COMPLIANCE PROJECT was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve R-2025-23, seconded by council member Ruble. Motion is approved by a 6-0 voice vote.

C. RESOLUTION No. R-2025-24: A RESOLUTION AUTHORIZING THE MAYOR AND/OR CITY CLERK OF THE CITY OF WARD TO APPLY FOR A GRANT ON BEHALF OF THE CITY OF WARD, ENTITLED: COMMUNITY ASSISTANCE GRANT FOR THE CITY OF WARD EMERGENCY WATER TANK REMEDIATION PROJECT was read by title only by City Clerk Rummel. Council member Hefner made a motion to approve R-2025-24, seconded by council member Hall. Motion is approved by a 6-0 voice vote.

D. REVIEW/DISCUSSION OF 2023 LEGISLATIVE AUDIT RESULTS: Mayor Gastineau explained the results of the 2023 Legislative Audit. There were no write-ups, but by law he had to go over a few details.

The audit identified the following significant risk:

We have identified management override of controls as a significant risk. We are required by professional standards to give special audit consideration to management override of controls. New auditing standards were issued a few years back that require us to communicate any significant risk that we identify to help those charged with governance understand those matters and why they require special audit consideration. Management override of controls has always been a significant risk for every audit that we do. In the past, we documented this in audit workpapers and did not have to include it in the letter that is received by the Council. The new professional standards require us to list it in the governance letter. Management override of controls will be listed in audit letters sent to all municipalities.

Qualitative Aspects of Accounting Practices:

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies including accounting estimates was not changed during the year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial

statements in the proper period. The financial statement disclosures are neutral, consistent, and clear.

Significant Unusual Transaction:

No significant unusual transactions were identified as a result of our audit.

Difficulties Encountered in Performing the Audit:

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements:

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management:

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Council member Chapman made a motion to accept the results of the 2023 Legislative Audit as provided, seconded by council member McMinn. Motion carries with a 6-0 voice vote.

E. 404 E 2ND – DISCUSSION: Council member Hall made a motion to authorize the mayor to advertise the lease of 404 E 2nd, seconded by council member Hefner. Motion carries with a 6-0 voice vote.

VIII. Mayor's Report: No action taken.

IX. Public Comment on Non-Agenda Items: No action taken.

X. Council Comment on Non-Agenda Items: Council member Chapman discussed a citizen's concern over fireworks and debris. It was also mentioned that the link to the UDO can be found on the city's website. No action taken.

XI. Announcements


- Planning Commission: July 28th, 6:30 pm
- Bid Opening - EVs and EV Charging Station: August 11, 2:00 pm
- Public Hearing UDO/Zoning/Land Use: August 14, 6-7 pm; August 16, 3-4 pm
- City Council Meeting: August 19th, 6:30 pm

XII. Adjournment

There being no further business, the meeting was adjourned at 7:04 pm with a motion by Council Member Hefner, seconded by Council Member Hall. Motion to adjourn passed with a 6-0 voice vote.

We, the undersigned Mayor and City Clerk for the City of Ward, do hereby verify the foregoing to be true and correct record of proceedings of the City of Ward Council Meeting held on Tuesday, July 15, 2025 at 6:30PM.

APPROVED DATE: 8-19-2025


MAYOR CHARLES GASTINEAU

ATTEST:


CITY CLERK KRYSTAL RUMMEL

CITY SEAL

