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CITY OF NEWPORT
REGULAR MEETING OF CITY COUNCIL
OCTOBER 6, 2025

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The City Council of the City of Newport, Arkansas met in regular session October 6, 2025 in the chambers of the Municipal Courtroom.

Mayor Ratliffe called the meeting to order. City Clerk/Treasurer Hembrey called the roll. Council members present were Michael Allen, Allen Edwards, Carol Falwell, Wendell Green, Regina Lake, Leroy Mansko, Andy May and Julie Moss. City Attorney Pettie was present.

Following the invocation by Regina Lake, those present recited the Pledge of Allegiance.

A motion by Edwards and second by May to approve the minutes of the September 2, 2025 Meeting carried (5/0) with “yes” votes by Allen, Edwards, Green, May and Moss. Falwell, Lake and Mansko abstained due to being absent on September 2, 2025.

REPORTS AND COMMUNICATIONS:

Mayor Ratliffe had the following reports:

- In accordance with Arkansas Code Ann. §10-4-418, Mayor Ratliffe stated the 2024 Legislative Audit Report had been received. Mayor Ratliffe reviewed the finding which stated “Noncompliance with state law and accepted accounting practices was noted in the offices of Mayor and Clerk/Treasurer. During review of unused leave payments for retirement or other separation, we identified the following issues:
 - Two individuals were paid a total of \$1,673 for unused vacation leave, in excess of maximum allowed by City Policy.
 - One individual was underpaid \$849 for unused vacation leave, in noncompliance with Ark. Code Ann. 14-52-106.

In addition, the individual responsible for maintaining leave records was paid \$538 and \$179 for sick leave and vacation leave, respectively, in excess of the amounts allowed by the City Policy and began receiving payment for unused leave three months prior to retirement. City management indicated there was no oversight for these calculation or payments. Subsequently, on May 19, 2025, this individual reimbursed the City for the overpayments. We recommend the City investigate the remaining unused leave payments to determine if payments were properly calculated.” After discussion, a motion by Falwell and second by Lake to accept the recommendation to have the Mayor or City Clerk review the calculation for unused leave payments before payment is made carried (8/0) with “yes” votes by Mansko, Allen, Falwell, May, Moss, Edwards, Lake and Green.

- An electronic copy of the August 2025 Financial Statements for the General Fund, Street Fund, 911 Fund, Sewer Fund, Administration of Justice Fund, Grant Fund, Intoximeter Fund, District Court Cost Fund, Court Automation Fund, Drug Control Fund, Advertising & Promotion Fund, Fed Aid Grant Fund, Judge/Clerk Retirement Fund, NEDC Fund and Newport Airport was sent to each Council Member with their council package. Mayor Ratliffe asked that if any Council Member had any questions to please direct their questions to City Clerk/Treasurer Hembrey.

- 49 • City Sales Tax received in September was \$183,957 County Sales Tax was \$128,829
50 and NEDC Sales Tax was \$91,978.

51

52 **UNFINISHED BUSINESS:**

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54 **ORDINANCE: NEW SEWER RATES (FINAL READING)**

55

56 City Attorney Pettie read the 3rd and final reading of the Ordinance establishing new rates
57 rendered by the Sewer System of Newport in its entirety. After discussion, a motion by
58 Allen and second by Edwards to approve the Ordinance establishing new rates rendered by
59 the Sewer System of Newport carried (8/0) with “yes” votes by Edwards, Green, May, Lake,
60 Falwell, Moss, Allen and Manko.

61

62 **NEW BUSINESS:**

63

64 **REAPPOINT EDWARD BOYCE TO WATER COMMISSION FOR TERM OF**
65 **10/9/25 – 10/8/33**

66

67 Mayor Ratliffe presented a request by the Waterworks Commission to reappoint Edward
68 Boyce to the Newport Municipal Waterworks Commission with a term expiring October 8,
69 2033. After discussion, a motion by Falwell and second by Moss to reappoint Edward Boyce
70 to the Newport Municipal Waterworks Commission with a term expiring October 8, 2033
71 carried (8/0) with “yes” votes by Allen, May, Edwards, Green, Moss, Falwell, Manko and
72 Lake.

73

74 **BID CONSIDERATION: LAUREL STREET PARKING AREA**

75

76 Mayor Ratliffe stated Miller-Newell Engineering had recommended the lowest bid by
77 Provence Construction for the Laurel Street Parking Area Project. After discussion, a motion
78 by Allen and second by Lake to accept the base bid of \$272,500 by Provence Construction
79 carried (8/0) with “yes” votes by Manko, Falwell, Green, May, Edwards, Lake, Allen and
80 Moss.

81

82 **RESOLUTION: ENTER INTO CONSTRUCTION CONTRACT FOR LAUREL**
83 **STREET PARKING AREA WITH PROVENCE CONSTRUCTION COMPANY, INC.**

84

85 City Attorney John Pettie read the Resolution authorizing the Mayor to enter into a
86 construction contract for the Laurel Street parking area in its entirety. A motion by Allen and
87 second by Edwards to accept the Resolution carried (8/0) with “yes” votes by Lake, Moss,
88 Manko, Green, May, Edwards, Falwell and Allen.

89

90 **BID CONSIDERATION: INDUSTRIAL ROAD IMPROVEMENTS – COMET**
91 **DRIVE**

92

93 Mayor Ratliffe presented the recommendation from Miller-Newell Engineers for the base bid
94 minus the deductive alternate No. 1 for \$348,173.75 from Hawkeye Enterprises Inc. for the
95 industrial road improvements on Comet Drive. After discussion, a motion by Edwards and

96 second by May to accept the bid of Hawkeye Enterprises, Inc. carried (8/0) with “yes” votes
97 by Green, Edwards, Falwell, May, Lake, Allen, Mansko and Moss.

98

99 **RESOLUTION: AD VALOREM TAX**

100

101 Mayor Ratliffe stated that the annual notification to the Jackson County Clerk’s Office for
102 the taxes of 2025 to be paid in 2026 in accordance with Statute 26-73-202 was due. The
103 taxes will remain the same Five (5) Mills for General Fund and One (1) Mill for Firemen’s
104 Pension Fund. City Attorney Pettie read the Ad Valorem Tax Resolution in its entirety.
105 After discussion, a motion by May and second by Moss carried (8/0) with “yes” votes by
106 Falwell, Moss, Allen, Edwards, May, Mansko, Lake and Green.

107

108 **ORDINANCE: AMENDING THE PERSONNEL POLICIES AND PROCEDURES**
109 **FOR CITY OF NEWPORT EMPLOYEES, DELINEATING SEPARATE POLICIES**
110 **FOR VACATION AND SICK TIME AS TO FIRE, POLICE, AND NON-**
111 **UNIFORMED EMPLOYEES, AND DECLARING AN EMERGENCY**

112

113 Mayor Ratliffe stated this was needed to clarify the personnel policies for Newport
114 employees. City Attorney Pettie read the Ordinance in its entirety. After discussion, a
115 motion by Allen and second by Mansko to suspend the rules in their entirety and forego the
116 2nd and 3rd readings carried (8/0) with “yes” votes by Edwards, Green, May, Lake, Falwell,
117 Moss, Allen and Mansko.

118

119 A motion by Allen and second by Moss to approve the Ordinance carried (8/0) with “yes”
120 votes by Allen, May, Edwards, Green, Moss, Falwell, Mansko and Lake.

121

122 A motion by Allen and second by Mansko to approve the emergency clause carried (8/0)
123 with “yes” votes by Mansko, Falwell, Green, May, Edwards, Lake, Allen and Moss.

124

125 With no further business before the Council, the meeting was adjourned.

126

127 PASSED AND APPROVED THE 3RD DAY OF NOVEMBER, 2025

128

129

130

131

MAYOR

132 ATTEST:

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134

135

CITY CLERK