

Pocahontas City Council Meeting

Pocahontas City Hall
May 12, 2026 – 5:30 p.m.

Let the record show the city council meeting was called to order by Mayor Keith Futrell. City Clerk/Treasurer Michelle Teel conducted a roll call.

Aldermen Present: Tim Scott, Nathan Camp, Danny Swann, Rob Olvey, Jamie Sullinger, Kerri King.

Public Comments: n/a

Approval of April Financial Statements

Camp made a motion, seconded by Swann, to approve the April 2026 financial statements. All attending in favor voted “aye” with none opposed.

Motion Carried.

Approval of April 14, 2026 Meeting Minutes

Scott made a motion, seconded by Olvey, to approve the minutes of the April 14, 2026 City Council meeting. All attending in favor voted “aye” with none opposed. **Motion Carried**

Reports & Presentations

Chamber Report – Ann Savage, Mayor Futrell reported that the Chamber Director was unable to attend due to an awards presentation at the local school.

Airport Report – Chris Wheeler presented an update on current airport projects and operations.

Runway Improvement Project

Wheeler announced the successful completion of the first phase of the runway improvement project, which included:

Pavement milling and overlay, new runway markings, Runway Safety Area (RSA) enhancements, and drainage improvements. Due to favorable weather, contractors completed much of the second phase ahead of schedule, reducing the planned July closure from about 30 days to just a few days. Mr. Wheeler noted that minimizing closure time helps reduce revenue loss and thanked Survival Flight for maintaining fuel purchases during the closure. He also praised River Materials and Atlas Asphalt for their cooperation.

Fuel Farm Improvement Project

Wheeler thanked the City Council for approving Economic Development funds for safety improvements at the fuel farm, expected to be completed by Thursday. After finalizing the project, the Airport Commission plans to seek a grant from the Arkansas Department of Aeronautics, which would require the airport to pay only 10% of the project cost.

Airport Operations

Wheeler reported that fuel sales remain the primary revenue source and noted Peco Foods uses the airport several times a week, encouraging public visits to see improvements. Mayor Futrell commended Wheeler for the positive changes made at the airport since his appointment.

Department Head Reports

Futrell asked if council members had any questions for department heads. No questions were presented.

Parks and Recreation Department Report

Parks and Rec. Director Mark Tanner introduced staff members Alison Cooper and Tiffany Wicker to present updates regarding marketing efforts, community programming, and aquatic center operations.

Parks and Recreation Social Media

Cooper presented plans to create a dedicated Parks and Recreation department. The Facebook page is separate from the mayor's page. The purpose is to improve visibility of Parks and Rec. events and programs, better target audiences interested in recreational activities, and improve social media engagement and marketing effectiveness. Maintain compliance with the Arkansas Municipal League social media guidance. The page would be linked to the City's official communication channels and managed through a city-owned email account to ensure continuity regardless of personnel changes.

Council members discussed the importance of maintaining the city's ownership of and access to social media accounts.

K8 Television Advertising Campaign

Cooper reviewed the department's new tourism and recreation advertising campaign, currently running on ABC, NBC, CW, the K8 News App, and the K8 Weather App. The campaign promotes Pocahontas attractions, including outdoor recreation, tourism opportunities, and local amenities. Additional seasonal advertisements are planned to promote the Aquatic Center and Sports Complex.

Radio Advertising Campaign

The department partnered with Jonesboro Media through the "870 Deals" program to promote the Pocahontas Aquatic Center.

The promotion includes: Radio advertising on six stations, Social media promotion, Visitor experience videos and reviews, and Discounted Aquatic Center punch cards. The radio campaign will air approximately 66 times per week for four weeks.

Fourth of July Celebration

Tanner reported plans for the City's Fourth of July celebration at Overlook Park. Proposed activities include: Fireworks display over the Black River, Food vendors, Retail vendors, Live music, Children's activities, and inflatables. Council members discussed parking accommodations and possible use of nearby public parking areas.

Event Pricing Discussion

Staff requested guidance regarding future pricing for recreational programs and special events. Council members discussed reviewing annual fee schedules and maintaining Council oversight of pricing changes while allowing staff flexibility to manage recreational programs. No formal action was taken.

Aquatic Center Operations and Point-of-Sale System

Aquatic Center Manager Tiffany Wicker presented information regarding the department's current Mindbody software system and proposed point-of-sale improvements.

WisePOS Integration

Ms. Wicker explained that integrating the WisePOS payment terminal with the existing Mindbody system would: Improve payment processing efficiency, reduce transaction fees, provide better reporting capabilities, and eliminate manual entry of credit card transactions.

A motion was made by Scott, seconded by Swann, to approve the addition of the WisePOS payment processing system to the existing Mindbody platform.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried

Aquatic Center Admission Fee Increase

Wicker requested approval to increase the Aquatic Center's daily admission fees due to rising operational costs and payment processing expenses. The proposed rates are:

Admission Type	Current Rate	New Rate
Adult Daily Admission	\$5.00	\$6.00
Youth Daily Admission	\$3.00	\$4.00

The increase applies only to daily admission fees.

Scott made a motion, seconded by Camp, to approve the proposed increases to admission fees.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried

Park Connector Project Update

Tanner reports that several contractors have shown interest, and their inquiries have been referred to Ben DeClerk for coordination. DeClerk is working to advance the project using plans from a pre-manufactured building design associated with the pavilion project. Progress is ongoing but slow, as the project must proceed in stages depending on various planning steps.

Futrell noted that additional information about a proposed bridge component will be discussed later in the meeting.

Tanner also highlighted activity at the city shooting range, noting that recent competitions have attracted participants from outside the community and increased facility usage.

Ordinance No. 2026-11 – Amendment to Electronic Funds Transfer Procedures

– Futrell presented the ordinance amending Ordinance No. 2022-11 to establish procedures and controls for Electronic Funds Transfers (EFT), ACH credits, direct deposits, treasury transfers, and related electronic payment methods. The mayor explained that the ordinance was introduced following discussions about airport vending machine revenue and the handling of funds received by the City. The amendment clarifies procedures for electronic receipts and payments and ensures proper accounting controls, documentation, oversight, and compliance with Arkansas law.

A motion was made by Olvey, seconded by King, to place the ordinance on first reading. Motion carried. Grider read the ordinance in its entirety.

Following discussion, a motion was made by Camp, seconded by Swann, to suspend the rules and place Ordinance No. 2026-11 on 2nd and 3rd readings by title only. Motion carried. The title of the ordinance was amended to include an emergency clause and read as follows:

"An Ordinance to Amend Ordinance No. 2022-11 Establishing Procedures and Measures for Electronic Funds Transfers (EFT), ACH Credit, Direct Deposit, or Treasury Transfer Payments; Declaring an Emergency; and for Other Related Purposes."

A motion was made by Camp, seconded by Olvey, to adopt Ordinance No. 2026-11. Motion carried.

A motion was made by King, seconded by Scott, to adopt the emergency clause.

Roll Call Vote – Emergency Clause

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried.

This is **Ordinance No. 2026-11.**

Resolution No. 18-2026 – Sale of Property to Gage Glisson

Futrell presented Resolution No. 18-2026, authorizing the sale of a tract of real property owned by the City of Pocahontas and located adjacent to the Shooting Range/Transfer Station. The resolution authorized the sale of the property to Gage Glisson for a purchase price of \$5,000, with Mr. Glisson responsible for all closing costs. The resolution further authorized the Mayor and City Clerk to execute all documents necessary to complete the sale.

A motion was made by Olvey, seconded by Camp, to read Resolution. Motion carried. Following the reading of the resolution, a motion was made and seconded to adopt Resolution No. 18-2026.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried

This is **Resolution No. 18-2026.**

Agenda Correction

City Clerk Michelle Teel noted a correction to the meeting agenda regarding the item previously listed as the "Airport Vending Machine Resolution." Although the agenda incorrectly referred to the item as a resolution, the matter was properly presented, read, and adopted as Ordinance No. 2026-11. The ordinance number and action taken by the Council were correct; only the agenda description required correction.

Red Wing CenterPoint Software Update

City Clerk/Treasurer Michelle Teel updated the Council on the City's use of the Red Wing CenterPoint financial software, which has been in place for over a decade. The software will see an increase in annual costs due to a new mandatory Payroll Premium Customer Care Program from the vendor, phased in over two years. The enhanced payroll module will offer benefits such as a secure employee self-service portal for accessing pay stubs and payroll records, reducing paper use and processing time. Although staff explored alternatives, the changes are mandatory for all users, and the costs are included in the City's budget without requiring Council approval. This update was provided for informational purposes, and no action was needed from the Council.

International Property Maintenance Code Committee Update

Building Inspector Kevin Dunham updated the International Property Maintenance Code (IPMC) Committee after they met that day, which included Council Members Danny Swann, Nathan Camp, and Jamie Sullinger, as well as local landlords and tenants.

Dunham stated that the committee reviewed the IPMC and determined that adopting it in full was not suitable for the City of Pocahontas because it contains enforcement provisions better suited to larger municipalities. Research shows that cities of similar size usually adopt only selected portions of the code that fit their local needs.

The committee recommended reconvening in a few weeks to examine specific provisions that could benefit the city and develop a modified version to address local concerns. Futrell thanked everyone for their commitment to evaluating the proposed code. The Council took no action.

Fire Department Sick Leave Policy Discussion

The Council reviewed proposed changes to firefighter sick leave in the City Personnel Handbook. It was highlighted that recent pay plan evaluations raised concerns about how firefighter workdays are defined for sick leave, revealing discrepancies with Arkansas law.

The City Clerk clarified that state law defines a firefighter's "working day" as a minimum of twelve hours, for those on longer shifts. While current

practices meet required accruals, revisions are needed for compliance with statutory requirements, necessitating a shift from a day-based to an hour-based sick leave system. Under the revision, firefighters will accrue one twelve-hour day per month (144 hours annually), capped at 1,440 hours. This change aims to improve recordkeeping and compliance. A motion to direct the City Attorney to prepare an ordinance for these revisions passed and will be presented at a future meeting.

Personnel Handbook Revisions

Teel informed the Council that several updates to the City Personnel Handbook are necessary to align with current City practices, Municipal League guidance, and state statutes. The handbook, adopted in 2019 and based on a Municipal League template, contains provisions that require clarification, such as employee sick leave accrual and other administrative procedures.

The Council discussed creating a comprehensive ordinance to amend multiple sections of the Handbook instead of adopting separate amendments.

To implement the firefighter sick leave revisions starting June 1, 2026, a motion was made and seconded to approve the updated language and allow staff to administer the policy while formal revisions are prepared.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried.

Annexation Discussion – Seagraves Property

Chad Overman addressed the Council about the proposed annexation of approximately 40 acres of the Seagraves property. He stated that he submitted an annexation packet eight weeks ago and was concerned about the status of his request while seeking clarity on the process and next steps.

Grider explained that annexation requests require Council approval, including the identification of municipal services and ward placement for elections. He noted that the County must be involved after municipal action, but cannot grant annexations. Grider advised Overman to seek private legal counsel for guidance on procedures and requirements since the City Attorney cannot represent private applicants.

The Council discussed the connection between the annexation, subdivision development, utility services, and compliance with City regulations. They noted that any future subdivision development would need to meet City requirements if annexed.

Overman requested a checklist or written guidance outlining the annexation process. The Council agreed that additional information would be helpful. Teel mentioned that the city would review relevant ordinances and policies to provide Overman with the necessary information.

The Council took no action.

Resolution No. 19-2026 – Arkansas Site Development Grant Award

Graycen Bigger provided details about the Arkansas Site Development Grant Program, overseen by the Arkansas Economic Development Commission (AEDC), which has \$50 million allocated over two years for improving site development to attract industrial growth.

In late 2025, the Intermodal Authority and the City of Pocahontas applied to develop a 53-acre industrial site near Highway 304 and Pace Road. A site selector endorsed this site for funding due to its potential and existing infrastructure.

The city received a \$1,269,054 grant for Phase I, which requires a 10% local cash match. This phase focuses on building a new pump station and extending water and wastewater infrastructure, supporting current businesses and future economic growth.

Council members must execute the grant agreement and adopt a resolution before accessing the funds. Additionally, the Northeast Arkansas Regional Intermodal Authority contributed \$2,500 for related due diligence studies.

A motion by Olvey, seconded by Camp, to read the resolution was approved, followed by a motion to adopt it.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried, this is **Resolution No. 19-2026.**

Executive Session – School Resource Officer Earned Time Off 7:03 pm

Following the Executive Session, the Council returned to open session at 7:49 pm. A motion was made by Olvey, seconded by Swann, to approve the lump-sum payment of accrued earned time off for the School Resource Officer (SRO).

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes

Motion carried.

Following the vote, King moved to enter Executive Session to discuss personnel matters related to salary adjustments and promotions involving individual employees. The motion was properly seconded by Olvey, with all voting yes, and the Council entered Executive Session at 7:50 pm.

Personnel Matters – Compensation Adjustments

Following the Executive Session, the Council returned to open session at 8:44. A motion was made by Scott, seconded by King, to approve the promotions and compensation adjustments for employees within the City Clerk/Treasurer's Office as discussed during Executive Session.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried.

The Council then considered compensation for the City Clerk/Treasurer position. A motion was made by Scott, seconded by Camp, to increase the annual salary for the City Clerk/Treasurer by \$6,000, effective June 1, 2026.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried.

A discussion was held regarding the approved compensation adjustments and the need to comply with budgeting and auditing requirements. Legal counsel confirmed that such adjustments can be authorized by council action and later incorporated into a budget amendment for auditing purposes. Camp made a motion, seconded by Scott, to approve the following compensation adjustments effective with the first payroll of June 2026:

- - Three Street Department employees will receive a \$0.50 per hour wage increase.
- - One employee in the Mayor's Office will receive a \$1.00 per hour wage increase.

Roll Call Vote

- Tim Scott – Yes
- Nathan Camp – Yes
- Danny Swann – Yes
- Rob Olvey – Yes
- Jamie Sullinger – Yes
- Kerri King – Yes

Motion carried.

The Council further discussed the procedures for future adjustments to employee compensation. It was noted that requests for wage increases should be submitted through department supervisors and department heads for Council consideration and approval. This process is important to ensure proper documentation and compliance with budgetary and auditing requirements.

Municipal Election Filing Information

Teel informed the Council that municipal offices appearing on the upcoming election ballot include:

Mayor, City Clerk/Treasurer, Three (3) City Council positions & City Attorney. The information was included in the meeting packet to promote transparency and public awareness regarding filing requirements and election deadlines.

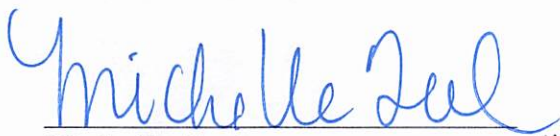
Mayor's Comments

Mayor Futrell provided updates on several City projects and initiatives, including:

- Progress on the park bridge project funded through a \$497,000 grant.
- Water Department staffing transition following the resignation of the Water Department Office Manager and appointment of Carmen Rose.
- Completion of paving projects on Jansen Dr. and Maple Street, and plans for additional paving projects throughout the city.

- Updates regarding the recently awarded \$1.269 million industrial site development grant.
- Proposed installation of gazebo structures and picnic areas near Maple St.
- Improvements and exhibits at the Train Depot Museum.
- A proposal to purchase a model train display from resident Richard Dust for approximately \$3,000 for display at the depot museum.
- Planning for expanded Christmas lighting displays throughout the city.

There being no further business, a motion to adjourn was made by Olvey and seconded by King to adjourn. **Motion carried.**



Michelle Teel
City Clerk/Treasurer



Keith Futrell
Mayor

