



City of Brookland, Arkansas City Council Meeting Minutes

Date of Meeting: December 7, 2023

Type of Meeting: Regular

Called to order at 7:00 PM by Mayor Kenneth Jones

COUNCILMEMBER ATTENDANCE: (P = Present A = Absent)					
David Gambill	P	Jason Cooper	P	Mayor Kenneth Jones	P
Pamela McGee	A	David Loggins	P	Attorney Kevin Orr	P
Candice Bishop	P	Wilson Shipman	P	Clerk/Treas. Julie Thomas	P

Previous meeting minutes:

Motion by: Jason Cooper

Second by: David Loggins

To: Approve the Brookland City Council meeting minutes dated November 13, 2023, as presented

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

New Business:

1. Request by Mayor Jones to move agenda item #8 to #1:

Mayor Jones asked the council to consider moving agenda item #8 up the list to #1

Motion by: David Loggins

Second by: Jason Cooper

To: Approve moving item #8 on the meeting agenda to #1

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

2. Ordinance 2023-25 – Accepting 100% owner petition annexation of Pittman Property:

Attorney Kevin Orr read aloud Ordinance 2023-25 Accepting 100% owner petition annexation of Pittman Property.

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the 2nd reading of Ordinance 2023-25 by title only.

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***2nd reading by Attorney Kevin Orr of Ordinance 2023-25 by title only.**

Motion by: Jason Cooper

Second by: David Loggins

To: Suspend the rules and go to the 3rd and final reading of Ordinance 2023-25 by title only

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***3rd and final reading by Attorney Kevin Orr of Ordinance 2023-25 by title only.**

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt Ordinance 2023-25 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

Motion by: Jason Cooper

Second by: David Gambill

To: Accept emergency clause in section 6 of Ordinance 2023-25 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

3. Brookland Parks Committee Update:

David Loggins, Parks Committee Chairman was present to give the council an update. Loggins explained that the city has received a bid from Happy Playgrounds, for playground equipment for the two small city parks, in the amount of \$244,385.11, about half the amount of another bid received. Loggins added that the road has been added to the sportsplex.

4. Brookland Art Classes are interested in painting a mural on buildings downtown:

No one was present to speak on this issue. Mayor Jones asked the council to consider this request and possible ideas of what could be painted. Jones added that he would ask the art classes to attend a future meeting to discuss this further.

5. Zach Dunivan – 708 N. Holman – food trucks – no zoning to support:

Zach Dunivan, of 123 Harper Drive in Brookland, came before the council to ask about possible zoning for the use of food trucks at 708 N. Holman Street. This property is currently zoned for mobile homes, however, Dunivan is interested in creating a food truck court at this location. Dunivan asked if that property could be rezoned for this purpose. Mayor Jones explained that the council had previously considered zoning a space for food trucks in the city, however, he was not sure that particular property could be zoned for such use. Jones explained that the city attorney, Kevin Orr, could research this possibility and give an update at the next council meeting. Jones asked Dunavin to attend next month’s meeting (Tuesday, January 9) and more information would be provided. Attorney Kevin Orr asked Dunavin if he owned the property. Dunavin explained he currently has the property under contract and closing is pending on whether or not it can be zoned for food truck space.

6. Resolution 2023-21 – Adopting 2024 Budgets:

Mayor Jones asked the council to make an adjustment to pg. 2 of the proposed 2024 General Fund budget. The change is reflective of the city purchasing new police vehicles and needing to equip them with (6) 2-way police radios. The council had no comments or questions regarding that change or any of the other proposed budgets.

Attorney Kevin Orr read aloud Resolution 2023-21 adopting 2024 General, Street, and Utility Fund Budgets.

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt Resolution 2023-21, the proposed 2024 General, Street, and Utility Fund budgets

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

7. Ordinance 2023-22 – Setting compensation for council members:

Attorney Kevin Orr read aloud Ordinance 2023-22 setting compensation for council members.

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the 2nd reading of Ordinance 2023-22 by title only.

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***2nd reading by Attorney Kevin Orr of Ordinance 2023-22 by title only.**

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the 3rd and final reading of Ordinance 2023-22 by title only

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***3rd and final reading by Attorney Kevin Orr of Ordinance 2023-22 by title only.**

Motion by: Jason Cooper

Second by: Candice Bishop

To: Adopt Ordinance 2023-22 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

Motion by: David Loggins

Second by: Jason Cooper

To: Accept emergency clause in section 9 of Ordinance 2023-22 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

8. Ordinance 2023-23 – Setting compensation for city clerk/treasurer:

Attorney Kevin Orr read aloud Ordinance 2023-23 Setting compensation for city clerk/treasurer.

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the 2nd reading of Ordinance 2023-23 by title only.

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***2nd reading by Attorney Kevin Orr of Ordinance 2023-23 by title only.**

Motion by: David Loggins

Second by: Candice Bishop

To: Suspend the rules and go to the 3rd and final reading of Ordinance 2023-23 by title only

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***3rd and final reading by Attorney Kevin Orr of Ordinance 2023-23 by title only.**

Motion by: David Loggins

Second by: David Gambill

To: Adopt Ordinance 2023-23 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

Motion by: David Loggins

Second by: David Gambill

To: Accept emergency clause in section 8 of Ordinance 2023-23 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

9. Ordinance 2023-24 – Setting council meeting date, time, and procedures:

Attorney Kevin Orr read aloud Ordinance 2023-24 Setting council meeting date, time, & procedures.

Motion by: Jason Cooper

Second by: David Loggins

To: Suspend the rules and go to the 2nd reading of Ordinance 2023-24 by title only.

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***2nd reading by Attorney Kevin Orr of Ordinance 2023-24 by title only.**

Motion by: Jason Cooper

Second by: Candice Bishop

To: Suspend the rules and go to the 3rd and final reading of Ordinance 2023-24 by title only

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

***3rd and final reading by Attorney Kevin Orr of Ordinance 2023-24 by title only.**

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt Ordinance 2023-24 as read

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

Motion by: Jason Cooper

Second by: David Loggins

To: Accept emergency clause in section 3 of Ordinance 2023-24 as read

Discussion: None

For: Against: 0 Motion: Passed 5-0

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee		Jason Cooper	Yes	Wilson Shipman	Yes

10. Review proposed 2024 budget for Legacy Landfill:

Mayor Jones presented the council with the proposed 2024 budget from the Craighead County Solid Waste Authority for approval.

Motion by: Wilson Shipman

Second by: David Loggins

To: Approve the proposed 2024 budget from Craighead County Solid Waste Authority

Discussion: Council member David Gambill asked Attorney Kevin Orr if their acceptance of the budget stemmed from the need for transparency. Orr explained that transparency was the main factor.

For: 5 Against: 0 Motion: Passed 5-0

Old Business:

1. West Matthews Street - extension to HWY 49N - update:

Mayor Jones updated the council on the status of this project. Jones informed the council that some progress has been made with this project. Jones stated that he has talked with the county judge, who

is willing to help with the street. Jones informed the council that the city is now the owner of the property. The next step, according to Jones, is to begin cleanup of the ditch Jones said the road may not open up until spring 2024, however, things are moving forward with this project.

2. West School Street turn lane; ARDOT agreement:

Mayor Jones gave an update regarding the addition of a W. School Street turn lane. Jones said he has not been notified of a grant approval at this time. This project is on hold pending grant approval.

3. Planning Charette update:

Mayor Jones notified the council that the report for the planning charette was currently being edited and finalized for presentation to the council. Jones said the report should be ready at next month’s meeting.

4. Monthly financials for General, Street, and Utility Funds:

November 2023	General Fund:	Street Fund:	Utility Fund:
Beginning Balance:	\$1,125,029.84	\$348,442.30	\$542,452.72
Ending Balance:	\$1,131,010.17	\$367,071.81	\$543,854.45

Mayor’s Notes:

1. Act 605 Training meeting at Lonoke on Friday 12/8/2023:

Mayor Jones informed several council members about the Act 605 training meeting taking place in Lonoke on 12/8/2023.

2. Sidewalks:

Mayor Jones informed the council that Phase 3 of the sidewalk construction project for the City of Brookland has been approved and work will begin on this next phase soon.

3. Battery Backup:

Mayor Jones informed the council that he had recently ordered a battery backup for the signal light at HWY 49 and School Street.

4. State aid announcement next month

Mayor Jones notified the council that next month would include an important announcement regarding state aid.

5. Pay council member Pamela McGee for missed regular monthly meeting:

Mayor Jones asked the council to consider paying council member Pamela McGee, despite missing the regularly scheduled monthly meeting due to illness in the family.

Motion by: David Loggins

Second by: Candice Bishop

To: Approve payment to council member Pamela McGee

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

6. Barbara Sellars:

Barbara Sellars, of 117 Teresa Drive in Brookland, spoke to the council about 2 unkempt homes in and around her subdivision. Sellars explained some of the problems with the houses, in terms of garbage and other unsightly debris located on the properties. Sellars pleaded with the council to help with this situation. Mayor Jones explained that the city's code enforcement officer is currently working on this situation and will follow due process accordingly.

Mayor Jones asked for a motion to adjourn the meeting.

Motion by: Wilson Shipman

Second by: David Loggins

To: Adjourn the meeting

For: 5 Against: 0 Motion: Passed 5-0

Meeting adjourned at: 8:08 PM

Kenneth Jones, Mayor

Julie Thomas, City Clerk/Treasurer