

Brookland City Council Minutes
November 21, 2016

Meeting called to order at 7:00 PM by Mayor Jones

Roll Call: Aldermen present: Mike Bishop, Linda Anderson Reece, William Thompson, David Gambill, and Jody Kirk along with Mayor Kenneth Jones, City Attorney Kevin Orr and City Clerk Billy Dacus. Absent: Alderman Wilson Shipman.

Mike Bishop made a motion to approve October 10, 2016 Brookland City Council minutes as written. Seconded by David Gambill. Mayor Jones stated motion and second and then opened motion to the council for discussion. Being no discussion, Mayor Jones called for a vote. Mayor Jones announced motion to accept the city council minutes from October 10, 2016 passed 5 yeas to 0 nays.

New Business

Appoint Planning Commission Member - need to appoint member to fill vacancy: – (*Audie Cox, Cherie Belcher and Lona Miles have expressed interest in being on the planning commission*) No action was taken on this issue because none of the interested parties were present at the meeting. This will be addressed at the next meeting.

Resolution 2016-23 - adopt county mitigation plan – This resolution is to adopt the finalized Craighead County Hazard Mitigation Plan. City Attorney Kevin Orr read Resolution 2016-23 in it's entirety. Mike Bishop made motion to accept Resolution 2016-23 as read. The motion was seconded by David Gambill. Mayor Jones stated motion and second and opened motion to council for discussion. Being none, Mayor Jones then called for a vote. Mayor Jones announced motion passed 5 yeas to 0 nays.

Ordinance 2016-24 - set speed limits in Brookland Hills Subdivision– This is an Ordinance amending ordinance No. 2015-31 setting speed limits for city streets in Brookland Hills subdivision.

Attorney Kevin Orr reads Ordinance 2016-24 in it's entirety. Mike Bishop makes a motion to accept Emergency Clause in Section 2 of Ordinance 2016-24 as read. Motion seconded by David Gambill. Mayor Jones states motion and second, opens motion to accept emergency clause to council for discussion. Being none, Mayor Jones calls for a roll call vote. Mike Bishop: yes, Linda Anderson Reece: yes, Jody Kirk: Yes, William Thompson: Yes, William David Gambill: Yes. Mayor Jones announces the motion to accept Emergency Clause in Section 2 of Ordinance 2016-24 has passed by a vote of 5 yeas to 0 nays.

Mike Bishop makes a motion to suspend the rules and go to the second reading of Ordinance 2016-24 by title only. Motion seconded by David Gambill. Mayor Jones states motion and second, opens to council for discussion. Being no discussion, Mayor Jones calls for a vote. Mayor Jones announces the motion to suspend the rules has passed by a vote of 5 yeas to 0 nays.

Attorney Orr reads Ordinance 2016-24 2nd reading by title only. Mike Bishop makes a motion to suspend the rules and go to the third and final reading of Ordinance 2016-24 by title only. Motion seconded by David Gambill. Mayor Jones states motion and second, opens motion to suspend the rules

to council for discussion. Being no discussion Mayor Jones calls for a vote. Mayor Jones announces the motion to suspend the rules and go to the third and final reading of Ordinance 2016-24 has passed by a vote of 5 yeas to 0 nays.

Attorney Orr reads Ordinance 2016-24, 3rd and final reading by title only. Mike Bishop makes a motion to accept the third and final reading of Ordinance 2016-24 as read. Motion seconded by David Gambill. Mayor Jones states motion and second, opens Ordinance 2016-24 to council for discussion. The council asked why the speed limit was set at 15 instead of the standard 20 mph. The Mayor stated that the citizens in the subdivision ask that the speed limit be lowered to 15 mph because of the longer stretches of roads. Being no further discussion Mayor Jones calls for a Roll Call Vote. Mike Bishop: yes, Linda Anderson Reece: yes, Jody Kirk: Yes, William Thompson: Yes, William David Gambill: Yes. Mayor Jones announces the motion accepting of Ordinance 2016-24 has passed by a roll call vote of 5 yeas to 0 nays.

CRDC/Delta Center - Grant writing for municipalities: – Mayor Jones handed out a pamphlet from the Crowley Ridge Development Council (CRDC) that had information on assistance that they were offering with grant writing for smaller cities. One option was to put them on a retainer for a base fee of \$250 a month with an additional \$50 a month for each added service. The second option would be a charge of \$35 an hour for all services for Grant support. The Mayor suggested that if the city were to use their service that option number two would be best financially. He also stated that there are grants coming up that the city would need help with and wanted to use the CRDC service. He reminded the council there had been money budgeted to help cover the cost for this and no further action was required.

Julie & Raymond Miller - 110 Lynn Cove - wants to place mobile home behind their house that is currently zoned R-1.: – The Millers were not present at the meeting and this subject was not addressed.

Road Grader Purchase – Mayor Jones asked the council permission to purchase a 1984 Caterpillar road grader for sale by Federal Surplus for 10 thousand dollars. The city received a 5-thousand-dollar check from a grant to help with the purchase. Mayor Jones state that Steve Phillips w/Phillips Construction and Billy Pirtle Brookland Street Supervisor went to ADEM Federal Surplus and inspected the 1984 Caterpillar Road Grader. Mayor Jones asked Steve Phillips to address the council. Mr. Phillips said we inspected the road grader visually appeared to be in good condition. However, after inspection we found the electrical wires from the battery to the starter were melted and we could not turn the engine over by the starter. We did manually turn the engine over. Mayor Jones stated the city had thirty days (30) to get the road grader in, put fluids in it and check it out. If the motor is bad or hydraulics does not work, we can return it. Mayor Jones stated the asking price was \$12,500.00 dollars. We pointed out the melted wires. Federal surplus said they would take \$10,000.00 for the machine. There would be a cost of hauling and adding fluid to the grader. Money has been set aside in the 2016 budget (50k) to help purchase a grader.

Old Business

WIP 2016-01 - well & tank-field project update from Jason MacDonald with Civil Engineering Associates– Jason McDonald updated the council on the new well process. He stated that he should be getting the approval letter very soon. There were a few questions that had to be answered but the process should be completed soon. Jason said that he plans on advertising the bids in this Sunday's newspaper as well as the next Sunday. The opening of the bids would probably begin the week before Christmas. He stated that he is trying to do all that is possible to get the lowest bid.

Update on drainage ditch in Hardwood Acres; between Cherry & Brookland Streets – Mayor Jones stated that there were still some residents that haven't signed and returned the letter giving the city an easement to the ditch area. He stated that he was going to re-send the letters in hopes of rekindling the idea. He also stated that no work by the city has begun yet on the ditch.

Update on East School St. drainage improvements – Mayor stated that the city would sign the note buying the property of the Hackett property located by the Pacific Union railroad on East School Street this week. The project coming along nicely and would be completed soon.

Rental property at 247 Brady Lane – Mayor Jones had a copy of a rental lease that is for the property. He asked that the council to take the copy and review it for discussion at next month's meeting. There has been research by Mayor Jones and Attorney Orr to make sure the city is in its legal rights to rent the property to any city employee.

Previous Month's Financials – Mayor Jones reviewed September Financial Reports. The following are 10-31-16 ending balances for the main operating checking accounts:

1. General Fund ending balance was \$187,187.51
2. Street Fund ending balance was \$105,638.06
3. Utility Fund ending balance was \$324,017.64

Mayor's Notes –

177 Brady Lane condemnation- update. –Mayor Jones stated that he had contacted CRDC about the Jackson's (the property owners) for help with their situation but still hasn't heard anything back yet. The Mayor is hoping to hear something back and will follow up on this at next month's meeting.

Anonymous Letters - The Mayor passed out several anonymous letters that the city has received about enforcing the law about parking in the streets. There is no mention in the letters as to what area the letters are pertaining to but the city officials are aware of the concern.

407 Holman street – Mayor Jones brought up the idea to convert part of the property on 407 Holman to a safe room for the city. The city purchased the property earlier in the year and has budgeted money for the renovation process. He stated that he has been working on getting bids and would like to advertise the bidding process. He will gather more information and report back to the council at a later meeting.

Present 2017 Budgets – Mayor Jones passed out copies of the 2017 General, Utility, and Street budgets for the city. He briefly went over them, explaining some notations and asked the council to review them for approval at next month’s meeting. A possible workshop may be set-up if needed.

The floor asked about when the new sewer project would begin. The Mayor, as well as Jason MacDonald both responded that it should begin very soon once all the materials were in place to start the project.

Mike Bishop made a motion to adjourn. Second by David Gambill. Mayor Jones called for a vote. Mayor Jones announced motion passed 5 yeas to 0 nays. Meeting adjourned at 7:56 PM by Mayor Jones.

Kenneth Jones, Mayor

Billy Dacus, City Clerk/Treasurer