

**Brookland City Council Minutes**  
**June 12, 2017**

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

Roll Call: Aldermen present: Mike Bishop, Jean Gandy, David Gambill, Martin Crain, Attorney Kevin Orr, Mayor Kenneth Jones, and City Clerk Billy Dacus. Alderman Wilson Shipman and Alderwoman Maghen Carpenter were absent.

Alderman Bishop made a motion to approve May 8, 2017 Brookland City Council minutes as written. Seconded by Alderman 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 May 8, 2017 passed 4 yeas to 0 nays.

**New Business**

**Vector Disease Control – Jim Stark:** – Jim Stark passed out booklets recapping the mosquito surveillance and control report for the month of May. He stated that Vector is keeping a close eye out on the area since peak season for mosquitoes is fast approaching. The Mayor stated that there was an area on Egg Farm road that might need more attention due to drainage issues in that area.

At 7:10 pm, Alderman Shipman is now present at the meeting.

**Utility Audit and review for 2015 & 2016 Tim Short**– Tim Short from Despain Luther Short & Co, CPA's gave an audit report for the Brookland Utilities Department for the years 2015 & 2016. Tim went over several pages of the report and explained the findings to the council. Mr. Short said that this was a very good report and excellent recording for the city of Brookland. He stated that the city should be proud.

Alderman Bishop made motion to accept the 2015 and 2016 Utility Audits as presented by Tim Short with Despain Luther Short and Company. The motion was seconded by Alderman Gambill. Mayor Jones stated motion and second and opened motion to council for discussion. Being none, Mayor Jones then called for a roll call vote.

Mike Bishop: Yes            Jean Gandy: Yes

David Gambill: Yes        Wilson Shipman: Yes

Martin Crain: Yes            Maghen Carpenter: Absent

Mayor Jones announces the motion to accept the Utility Audit Report as presented had passed by a vote of 5 yeas to 0 nays.

**Holman/49B – Discuss partnership with AHTD:** – Mayor Jones states that he spoke with Brad Smithee with AHTD about the two bridges on HWY 49B if section of Highway is taken over by the City of Brookland. Mr. Smithee stated that AHTD takes care of all bridges in the State of Arkansas. They use a grading system. When a bridge reaches grade level of 5, that does not mean the bridge must be replace, it changes the time frame for inspection to once a year. Mr.

Smithee said what you see on Maple Slough and Whitten Creek is cosmetic in nature and that on the grading system used by AHTD both bridges are at a 6.6 grade. AHTD plans to do work on these bridges this summer.

What would this mean to the city if we were to take a section of HWY 49B over from HWY 230 south to the center of Whitten Creek Bridge? Pros are we could do several projects on HOLMAN that we cannot do now. Signage, Drainage (lower culvert at Hinkley Crossing), turn lane at School street, etc. Con is we would be responsible for up keep from this point forward. This was discussed heavy by the council. It was decided that it would be in the best interest of the city to get more information.

Alderman Gambill then makes a motion for Mayor Jones to have dialog with AHTD about the possibility of Brookland accepting HWY 49B from HWY 230 to the Center of Whitten Creek Bridge as a city Street. Alderman Shipman then seconds the motion. Mayor Jones states motion and second, opens to council for any other discussion. Being no further discussion, Mayor Jones calls for a vote. Mayor Jones announces the motion for mayor to have further dialog with AHTD on possibility of accepting HWY 49B has passed by a vote of 5 Yeas to 0 Nays.

**House moving Ordinance-Doug Frederick-pricing and regulation** – Doug Frederick, Brookland City Inspector presented the council with a handout of possible rules, regulations, and fees for a possible proposed ordinance that would governed the issue of moving houses in and out of the city of Brookland. Mr. Frederick stated that there was not an ordinance in place to help protect the city of possible damage that could be caused by the moving of houses. The handout had several items listed. It was decided by the council and Mayor Jones that Attorney Orr would draw up an ordinance leaving certain items open so that the council could discuss the details that needed to be added to the ordinance.

**Close City Hall July 3, 2017-use for a comp day** - Mayor Jones said if there are no objections by city council he would like to close city hall on Monday, July 3, 2017 and allow administration, utility, street department employees to use comp/vacation time for this day. Mayor Jones stated several employees have stated they would like to have this day off. The council stated that they had no objections.

**Review and discuss with council 2014,15, & 16 General & Street Audit** - Mayor Jones reviews the Arkansas Legislative Audit with council members and clerk/treasurer. Alderman Bishop makes a motion to accept Arkansas Legislative Financial and Compliance Report audits for the years 2014, 2015, and 2016 as presented. Alderman Gambill then seconds the motion. Mayor Jones states motion and second and opens discussion of audit report to council. Mayor Jones ask if there is any further discussion. Being None Mayor Jones calls for a Roll Call Vote:

Mike Bishop: Yes            Jean Gandy: Yes

David Gambill: Yes      Wilson Shipman: Yes  
Martin Crain: Yes      Maghen Carpenter: Absent

Mayor Jones announces the motion to accept Arkansas Legislative Financial and Compliance Report audits for the years 2014, 2015, and 2016 as presented has passes by a vote of 5 Yeas to 0 Nays.

**Probation agreement with city of Jonesboro for community service** - The council was given a handout of the Probation Agreement with the city of Jonesboro for community service. The city of Jonesboro will now handle all the record keeping of the offenders that are on probation and perform community service in the city of Brookland. Other area towns and cities in Craighead County are were also asked to accept this policy.

Alderman Bishop makes a motion for Mayor Jones to sign probation service agreement with the City of Jonesboro. Alderman Gambill seconds Motion. Mayor Jones states motion and second and opens to council for discussion. A few questions were raised by the council as to the hierarchy of operations. Mayor Jones and Attorney Orr stated that Jonesboro would be in charge of the recording and time keeping of service for those doing the work. Mayor Jones asked if there is any further discussion. Being none Mayor Jones calls for a vote. Mayor Jones announces motion to sign Probation Agreement with City of Jonesboro has passed by a vote of 5 Yeas to 0 Nays.

**Craighead County mitigation plan complete** – Mayor Jones stated that the Craighead County mitigation plan is now complete. Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. The Mayor stated that he had the booklet if anyone wants to see or review in the future.

**Resolution 2017-12 to support collection state, county, city sales tax on internet sales-** Attorney Orr reads Resolution 2017-12. Alderman Bishop makes a motion to accept Resolution 2017 -12 as read. Alderman Gambill then seconds the motion. Mayor Jones states motion and second, opens to council for discussion. Mayor Jones pointed out to the council that this was a resolution that supports the local businesses in the area that must charge the sales tax whereas some internet sales have a loophole where they do not have to charge the tax, therefore undercutting business from the local merchants. Mayor Jones asked if there is any further discussion. Being none Mayor Jones called for a vote. Mayor Jones announces the motion to accept Resolution 2017-12 has passed by a vote of 5 Yeas to 0 Nays

**Petition Annexation- Request by Southern Pro Tackle and home owners along Hwy. 230** – Mayor Jones stated that there was some interest from a business and several people about petition annexation along the area of Hwy 230. There was discussion about what needs to be done and if more areas could be included. It was decided by the council and Mayor Jones that a

special meeting was needed to discuss these items in greater detail. A meeting was set for June 26, 2017 at 7:00 at City Hall. The planning commission was also asked to be present.

**Christina Ballard resignation from PC chair and committee** - Mayor Jones stated the reason for resignation is new job and moving. Alderman Bishop makes motion to accept Christina Ballard resignation from Brookland Planning Commission. Alderman Gambill then seconds the motion. Mayor Jones states motion and second. Opens to council for discussion. Being none Mayor Jones calls for a vote. Mayor Jones announces the motion has passed by a vote of 5 Yeas to 0 Nays.

### **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 the new tank was here; and that all welding is finished. Next step would be to erect the tank. He was hoping that this could be completed by mid-July. He stated that Mr. Rainwater is in the process of laying the new water lines in the city. Alderman Shipman asked about the flags that were being seen in the area. Jason said that those were markers for the utilities that were buried in the ground.

**Condemnation of properties – Doug Fredrick** – City Inspector Doug Frederick updated the council on the process of the properties that were to be condemned at last month’s meeting. He stated that most of the title searches were complete and that letters would be going out. He also stated that possibly at the July meeting the people could be present to plead their cases to the council. He informed the council of issues with extensions being broken when letting homeowners have additional time to make repairs. He used an example of a house that got a 6-month extension and it turn into a 2-year ordeal. He stated that he would now have to start that process over again, and passed out pictures of the property at 200 S. Church.

**177 Brady Lane – What is the progress now-** Mayor Jones stated that there is no process to report. The house is still waiting to be put on a block foundation.

**Previous Month’s Financials** – Mayor Jones reviewed May’s Financial Reports. The following are 5-31-17 ending balances for the main operating checking accounts:

1. General Fund ending balance was \$216,240.40
2. Street Fund ending balance was \$122,349.07
3. Utility Fund ending balance was \$292,943.51

### **Mayor’s Notes –**

**Summer AML Convention (June 14-16)** – Mayor Jones stated that they would be leaving at 10:30 Wednesday morning departing to Little Rock for the Convention.

**Dooley Ditch Right of Way letters sent out** – Mayor Jones stated three people have signed the easement so far and that there are several committed to signing it.

**USPS Mail Issue** – Mayor Jones told the council that the city of Brookland, as well as other cities and towns in the area, are have problems with the mail being delivered on time. That the city’s water bills have been affected by the delay as well. However, the problem is being addressed by both local and federal government. The hope is that the issue will soon be corrected soon.

**Mayor Jones asked if there is anything else from the council?** Alderman Crain asked about revenue from housing? Mayor Jones had a monthly breakdown of city sales tax revenues and the businesses in which taxes are generated. Mayor Jones noted that a sizeable amount of monthly city sales tax comes from construction/building materials.

**Mayor Jones asked if there is anything from the floor?** Bradley Williams addressed the council about Ordinance 2007-09 which pertains to privilege licenses in the city of Brookland. He had several questions about the meaning of some of the wording that was listed in the ordinance. Mayor Jones explained the wording and answered his questions in detail.

Alderman Shipman made a motion to adjourn. It was seconded by Alderman Crain. Mayor Jones called for a vote. Mayor Jones announced motion passed 5 yeas to 0 nays. Meeting adjourned at 9:00 PM by Mayor Jones.

Kenneth Jones, Mayor

Billy Dacus, City Clerk/Treasurer