

Brookland City Council Minutes
May 14, 2018

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

Roll Call: Council present: Mike Bishop, Jean Gandy, David Gambill, Wilson Shipman, Martin Crain, Maghen Carpenter, Mayor Kenneth Jones, Attorney Kevin Orr, and City Clerk/Treasurer Billy Dacus.

Mike Bishop made a motion to approve April 9, 2018 Brookland City Council minutes as written. The motion was 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 the motion to accept the city council minutes from April 9, 2018 passed 6 yeas to 0 nays.

New Business

Josh Carnahan @ 317 Emma to address the council about parking on the street – No one was at the meeting representing Mr. Carnahan.

Mark Martin, Arkansas Secretary of State 2020 Census letter – Mayor Jones went over a letter from Arkansas Secretary of State, Mark Martin about the verification of Municipal boundaries and the completion of any annexation for the 2020 Census. Mayor Jones noted in section 2 of letter that city annexations planned for inclusion in the 2020 Census must be effective on or before December 31, 2018.

Ordinance 2018-06 (Adopting 2014 Arkansas Energy Code) - Kevin Orr reads Ordinance 2018-06 1st reading. Mike Bishop makes a motion to suspend the rules and go to the second reading of Ordinance 2018-06 by title only. David Gambill seconds motion. Mayor Jones states motion and second opens motion to suspend the rules to council for discussion. Being no discussion, Mayor Jones called for a vote. Mayor Jones announced the motion to suspend the rules and go to the second reading of Ordinance 2018-06 by title only passed 6 yeas to 0 nays.

Kevin Orr reads Ordinance 2018-06 second reading by title only. Mike Bishop makes a motion to suspend the rules and go to the third and final reading of Ordinance 2018-06 by title only. David Gambill seconds motion. Mayor Jones states motion and second opens motion to suspend the rules to council for discussion. Being no discussion, Mayor Jones called for a vote. Mayor Jones announced the motion to suspend the rules and go to the third and final reading of Ordinance 2018-06 by title only passed 6 yeas to 0 nays.

Kevin Orr reads Ordinance 2018-06 third and final reading by title only. Mike Bishop makes a motion to accept Ordinance 2018-06 as read. David Gambill seconds motion. Mayor Jones states motion and second opens Ordinance 2018-06 to council for discussion. Being no discussion, Mayor Jones calls for roll call vote. Mike Bishop: Y, Jean Gandy: Y, David Gambill: Y, Wilson Shipman: Y, Martin Crain: Y, Maghen Carpenter: Y. Mayor Jones announces Ordinance 2018-06 passed by a vote of 6 yeas to 0 nays.

Mike Bishop makes a motion to accept Emergency Clause as read in Ordinance 2018-06. David Gambill seconds motion. Mayor Jones states motion and second opens to council for discussion. Being none,

Mayor Jones called for a vote. Mayor Jones announced the motion to accept the Emergency Clause as read in Ordinance 2018-06 passed 6 yeas to 0 nays.

AR-DOT letter in response to city of Brookland request for speed limit study on Hwy 49/discuss petition – Mayor Jones read the AR-DOT letter received referring to the request for speed limit reduction along Hwy 49 near the Brookland Schools. The letter stated that the department could not recommend lowering the speed limit based on their study. The mayor read some of the accident reports that were recorded by the Brookland Police Department that were very similar to the report received by the AR-DOT. Mayor Jones stated that a petition by the people could be a possibility, if it was done legally by a lawyer. It was discussed also about signs being placed along the Hwy to give motorist warning of schools in the area. It was decided to put Mr. Brad Smithee, District Engineer from AR-DOT on the agenda for June’s meeting to address questions about this issue.

AR-DOT Resolution for State Aid Street Fund to over-lay streets @ Hayes, Eason, & Whitten Creek Road - Attorney Kevin Orr read Resolution 2018-07 in its entirety. This is a resolution expressing the willingness of the city of Brookland to utilize state aid street monies for the following project: Brookland overlay & surface. Mike Bishop made a motion to accept Resolution 2018 -07 as read. David Gambill seconded the motion. Mayor Jones stated motion and second, opened to council for discussion. Being no discussion, Mayor Jones called for a vote. Mayor Jones announces the motion to accept Resolution 2018-07 has passed by a vote of 6 Yeas to 0 Nays. The aid will be used to over-lay streets @ Hayes, Eason; as well as, Whitten Creek Road.

Andrea Alley @ 111 Brookland St. to address the council about her neighbor’s pool being too close to her fence – Ms. Alley addressed the council about her neighbor’s pool being up against her fence. She wanted to know what the correct distance should be according to the City’s Ordinance. After careful research of Ordinance 2008-17, it was decided that there needed to be a 4-foot distance between the swimming pool and the fence. Mayor Jones told Ms. Alley that this issue would be addressed. Ms. Alley thanked the council for listening.

Unightly/Tallgrass Ordinance 2018 for council's review – Mayor Jones passed-out a copy of a possible updated version of the Unightly/Tallgrass Ordinance. He wanted the council to look at this so that it could be discussed at next month’s meeting. This new updated Ordinance would go into more issues and more detail about this topic.

Old Business

WIP 2016-01 – well & tank-field project update from Jason MacDonald with Civil Engineering Associates– Mayor Jones updated the council in the absence of Jason. The mayor noted that the waterlines were mostly finished, and Mr. Rainwater was in the process of leveling some of the rough spots left behind in laying of the lines. The well-house is near completion.

Petition annexation – Ordinance 2018-08 (*This is an Ordinance accepting the annexation of certain lands to the city of Brookland, Arkansas*) – The council decided to suspend the reading requirements for this Ordinance. This was done by a motion from David Gambill that was seconded by Mike Bishop. The mayor asked if there was any discussion on the matter. Being none, Mayor Jones called for a vote on the

motion to suspend the reading requirement rules of Ordinance 2018-08. The motion passed by a vote of 6 yeas to 0 nays.

David Gambill makes a motion to accept Ordinance 2018-08. Mike Bishop seconds motion. Mayor Jones states motion and second opens Ordinance 2018-08 to council for discussion. Martin Crain question where some of the property mention in the ordinance was located. His question was answer by Mayor Jones. Being no further discussion, Mayor Jones calls for a roll call vote. Mike Bishop: Y, Jean Gandy: Y, David Gambill: Y, Wilson Shipman: Y, Martin Crain: Y, Maghen Carpenter: Y. Mayor Jones announces Ordinance 2018-08 passed by a vote of 6 yeas to 0 nays.

Mike Bishop makes a motion to accept the Emergency Clause in Ordinance 2018-08. David Gambill seconds motion. Mayor Jones states motion and second opens to council for discussion. Being none, Mayor Jones called for a vote. Mayor Jones announced the motion to accept the Emergency Clause in Ordinance 2018-08 passed 6 yeas to 0 nays.

Backhoe quotes & lease options – Mayor Jones addressed the council with (2) quotes and lease options for the backhoe that is to be purchased by the city. There was much discussion on which of the options would be best for the city. It was also discussed about checking into some purchasing a used backhoe, but it was agreed to go with something that was more dependable. David Gambill made a motion for the city to purchase a Case 590 5NT4F backhoe at \$91,000.00. The motion was seconded by Wilson Shipman. Mayor Jones stated motion and second opened the motion to council for further discussion. Martin Crain was concerned about the availability of the back-hoe. The mayor noted that if this was an issue, then it could be address later with the council. Being no further discussion, the Mayor called for a vote. Mayor Jones announced the motion to the purchase the Case 590 backhoe passed 6 yeas to 0 nays.

Purchase of 401 Holman – Update – Mayor Jones stated to the council that there needed to be a notation in the minutes on who will be eligible to sign the bank note on 401 Holman. The note requires two signatures. After a discussion, David Gambill made a motion that Mayor Ken Jones, City Clerk Billy Dacus, council persons Mike Bishop and David Gambill can sign the load note at the bank for the purchase of 401 Holman. The motion was seconded by Maghen Carpenter. Mayor Jones stated motion and second and then opened motion to the council for further discussion. Being no further discussion, Mayor Jones called for a vote. Mayor Jones announced the motion had passed 6 yeas to 0 nays.

Previous Month's Financials – Mayor Jones reviewed April's Financial Checking Account Reports. The following are 4-30-18 ending balances for the main operating checking accounts:

1. General Fund ending balance was \$174,907.26
2. Street Fund ending balance was \$103,083.10
3. Utility Fund ending balance was \$354,599.21

Mayor's Notes:

- ✓ Arkansas Municipal League Convention – Mayor Jones announced the AML's Spring Convention June 13 – 15. He stated he needed to know who was going so that they could get registered.
- ✓ Discuss annual payment on Sales Tax Bonds – Mayor Jones announced that the city's annual payment of \$105,000.00 was paid for the Water Improvement Project Sales Tax Bond. \$65,075.63 of interest was paid. A payment of \$310,000.00 was paid against the remaining

principal. At this same rate, the water improvement project can be paid off in less than 10 years. The mayor thanked the citizens of Brookland.

- ✓ Consider amending personnel handbook – Mayor Jones passed out a sheet that contained a insert from the Handbook Policy from the City of Brookland. City Attorney Kevin Orr will draft changes to the handbook and the council will review updates at next month’s meeting.

Mayor Jones ask if there is anything from the council? Martin Crain asked about an unsightly matter that he noticed on Hinkley Street. He noticed there was trash and junk outside a house. Mayor said he knew of the situation and was working on the problem. It appears the owners moved out of the house and left the items.

Mayor Jones ask if there is anything from the floor? Andrea Alley ask about the new park. She was wanting to know how long it would be before work started. The Mayor said the city is working to get things rolling.

There was a question about the annexation maps. Mayor said they should be ready for next month meetings.

Janssen Settlemoir introduced Keith Prescott to the council. Keith is the new Brookland City Police officer that works as a School Resource Officer when school is in session. Mr. Prescott told about himself and stated he is looking forward to working for the city and school.

Mr. Settlemoir addressed the council about the police department needing new vehicles. He noted that one of the cars is worn-out. With the adding of the new officer there is a need for another vehicle. Janssen has priced some vehicles (new and used) and found the best option was (2) Dodge Ram 1500 pick-ups. These are special service trucks made for police use. The cost of each truck would be \$25,254.00. The police department would sell their 2011 4 X 4 Chevrolet to the utility department, use the older Tahoe as the SRO vehicle, and use the new trucks on the road. There was much discussion on the matter by the council. It was decided to purchase the new trucks. David Gambill made a motion to purchase the (2) Dodge Ram 1500 special service pick-ups. The motion was seconded by Maghen Carpenter. Mayor Jones stated motion and second and then opened motion to the council for discussion. Being no further discussion, Mayor Jones called for a vote. Mayor Jones announced the motion passed 6 yeas to 0 nays.

Mayor Jones noted that he would also need a motion for the selling of the Chevy truck. David Gambill made a motion to sell the 2011 Chevrolet 4 X 4 truck from the police department to the utility department for \$13,000.00. The motion was seconded by Mike Bishop. Mayor Jones stated motion and second and then opened motion to the council for discussion. Being none, Mayor Jones called for a vote. Mayor Jones announced the motion passed 6 yeas to 0 nays.

Martin Crain made a motion to adjourn. It was seconded by Maghen Carpenter. Mayor Jones stated motion and second, then called for a vote. Mayor Jones announced motion to adjourn passed 6 yeas to 0 nays. Meeting adjourned at 8:40 PM by Mayor Jones.

Kenneth Jones, Mayor

Billy Dacus, City Clerk/Treasurer