



# City of Brookland, Arkansas City Council Meeting Minutes

**Date of Meeting: May 8, 2023**

Type of Meeting: Regular

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

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

### Previous meeting minutes:

**Motion by:** Jason Cooper

**Second by:** David Gambill

**To:** Approve the Brookland City Council meeting minutes dated April 10, 2023, as written

**Discussion:** None

**For: 6      Against: 0      Motion: Passed 6-0**

### New Business:

#### **1. Brookland Parks Committee Update:**

David Loggins, Parks Committee Chairman, gave the update. Loggins included that dirt work construction has begun on the sportsplex. He mentioned that construction has not yet begun on the smaller city parks due to the lack of bids received for these projects when it was posted in the newspaper. The plan is to break apart the construction work into smaller projects with the hopes of receiving bids that way.

#### **2. Brookland School Superintendent Brett Bunch - Making north end of North Hickory Street a one-way street from 7:15am – 8:15am and 2:50pm – 3:45pm during school days:**

Brett Bunch, Superintendent of Brookland Public Schools, presented a plan for traffic flow for the new Brookland Primary School beginning fall of 2023 for drop off and pickup of students. The plan includes a one-way traffic pattern at the north end of Hickory Street (adjacent to the Primary School), between the hours of 7:15am – 8:15am and 2:50pm – 3:45pm, Monday through Friday. This traffic pattern will not hinder any local traffic during those hours and will result in safe and efficient traffic flow for the primary and elementary schools, as well as local residents.

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Approve the proposed traffic flow pattern for Brookland Public Schools as presented

**Discussion:** David Loggins asked about the times for one-way traffic flow. The agenda included a different time schedule than Mr. Bunch’s letter to the council. Per Mayor Jones, the times will be according to Mr. Bunch’s letter (7:15am – 8:15am and 2:50pm – 3:45pm).

**For: 6      Against: 0      Motion: Passed 6-0**

3. **Ordinance 2023-07 Adopt 2020 National Electrical Code (NEC):**  
**Kevin Orr:** First reading of Ordinance 2023-07, 2020 National Electrical Code.
4. **Ordinance 2023-08 Adopt 2021 AR Fire Prevention Code:**  
**Kevin Orr:** First reading of Ordinance 2023-08, 2021 Fire Prevention Code.
5. **Ordinance 2023-09 Adopt 2021 International Mechanical Code:**  
**Kevin Orr:** First reading of Ordinance 2023-09, 2021 International Mechanical Code.
6. **Ordinance 2023-10 Adopt 2018 AR Plumbing Code:**  
**Kevin Orr:** First Reading of Ordinance 2023-10, 2018 Arkansas Plumbing Code.

Per Mayor Jones, the previous ordinances will be posted for 30 days and be finalized at next month's meeting.

7. **Resolution 2023-11 Regarding lease purchase financing of "vac unit":**  
 During the April 2023 regular meeting, the council approved the financing of a vac unit. The cost of the unit is \$44,000. Interest for financing the unit will be around \$8,000 or more. Mayor Jones requested the council to consider purchasing rather than financing the unit.  
**Motion by:** David Gambill  
**Second by:** David Loggins  
**To:** Approve the purchase of vac unit rather than finance it.  
**Discussion:** None  
**For: 6     Against: 0     Motion: Passed 6-0**
8. **West Matthews Street extension to HWY 49N – discuss right turn only exit:**  
 Brookland resident, Buddy Couch, has proposed a right-hand-only turning exit onto HWY 49 from West Matthews Street. Jimmy Gulley has agreed to construct the road. The city will be responsible for the design and cost of asphalt. Buddy Couch will donate the land. Mayor Jones presented the idea to the council for consideration. More information to come at a later date.

**Old Business:**

1. **Ordinance 2023-05 Campers/trailers in the city – 2<sup>nd</sup> reading:**  
 Second reading of Ordinance 2023-05 by title only  
**Motion by:** David Loggins  
**Second by:** Jason Cooper  
**To:** Suspend the rules and read ordinance 2023-05 by title only  
**Discussion:** None  
**For: 6     Against: 0     Motion: Passed 6-0**  
  
**Kevin Orr: 2<sup>nd</sup> Reading of Ordinance 2023-05 by title only.**
2. **Ordinance 2023-06 25 MPH speed limit-city streets not otherwise marked:**  
 Second reading of Ordinance 2023-06 by title only  
**Motion by:** David Loggins  
**Second by:** Jason Cooper  
**To:** Suspend the rules and read ordinance 2023-06 by title only  
**Discussion:** None

**For: 6      Against: 0      Motion: Passed 6-0**

**Kevin Orr: 2<sup>nd</sup> Reading of Ordinance 2023-05 by title only.**

**3. Discuss city workers hours 4 day/10-hour work weeks:**

It was brought before the council to decide if a 10-hour/4-day work week is appropriate for city workers. The council asked about a solution for Fridays (days off) to cover city business as needed. Mayor Jones advised the council that he will remain on a 5-day work week and continue his presence Monday-Fridays as usual. The council asked about the absence of a clerk at the window. Mayor Jones informed the council that citizens would eventually adapt to a 4-day schedule while also getting an extra hour (M-Th) to conduct business and pay bills. Additionally, the window drop box continues to be an available option for paying water bills. David Loggins asked about a potential start date. Mayor Jones advised it would begin June 2. The hours would be 6:30am – 5:00pm, Mon- Thurs.

**Motion by:** David Loggins

**Second by:** Candice Bishop

**To:** Approve the city workers going on a 10-hour/4-day work week.

**Discussion:** Wilson Shipman asked about leaving things unattended within the city for 3 days at a time. Mayor Jones reminded the council that someone would continue to be on call as usual, he will continue to work Monday-Friday, and the police department will not change its hours.

**For: 6      Against: 0      Motion: Passed 6-0**

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

<b>May 2023</b>	<b>General Fund:</b>	<b>Street Fund:</b>	<b>Utility Fund:</b>
<b>Beginning Balance:</b>	\$1,334,852.87	\$261,748.33	\$482,860.11
<b>Ending Balance:</b>	\$1,195,850.24	\$288,101.57	\$495,373.68

**5. Request to add a resolution to the agenda (resolution 2023-12):**

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Approve the addition of resolution 2023-12 to the regular agenda

**Discussion:** None

**For: 6      Against: 0      Motion: Passed 6-0**

**6. Approve resolution 2023-12:**

This resolution is an approval of the TAP Program grant received by the city from ARDOT. This grant will encompass sidewalk improvements from School Street to Brady Lane at an 80/20 federal/local match grant.

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Approve the resolution of 2023-12 as read

**Discussion:** David Gambill asked about the extent of the project-how far the sidewalks would go. Mayor Jones explained it is a multiple-phase project that would eventually extend to Brady Lane.

**For: 6      Against: 0      Motion: Passed 6-0**

**Mayor's Notes:**

**1. Keep Brookland Beautiful! Program – update on May 6 cleanup project**

Saturday, May 6 was the Keep Brookland Beautiful Program. This was a city-wide cleanup project led by the Brookland High School EAST Program and teacher Katie Dillon. The mayor commended the workers, young and old, on the great job they did.

**2. McDonald's will close on property in June. Construction will begin in July.**

Mayor Jones received information that McDonald's is set to close on their property in June and construction will begin in July.

**3. Speed bumps in Brookland Hills.**

David Loggins, councilmember, asked about the implementation of speed bumps in the Brookland Hills subdivision. Mayor Jones discussed the cost and feasibility of speed bumps vs. speed tables, and which one is a better option. This issue is undergoing consideration and will continue to be addressed into the future.

Mayor Jones asked for a motion to adjourn the meeting.

**Motion by:** Wilson Shipman

**Second by:** David Loggins

**To:** Adjourn the meeting

**For: 6      Against: 0      Motion: Passed 6-0**

Meeting adjourned at: 7:57 PM

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Kenneth Jones, Mayor

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Julie Thomas, City Clerk/Treasurer