



# City of Jonesboro

## Meeting Minutes

### Public Works Council Committee

900 West Monroe  
Jonesboro, AR 72401

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Tuesday, August 7, 2007

4:30 PM

Huntington Building

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#### 1. Call To Order

*Mayor Formon and Mr. Tony Thomas from the Mayor's Office were also in attendance.*

*Councilman Chris Moore conducted the meeting in Chairman John Street's absence.*

**Present** 5 - Darrel Dover; Charles Frierson; Chris Moore; Cecil Province and Mitch Johnson

**Absent** 1 - John Street

#### 2. Approval of minutes

**MIN-07:085** Minutes from the July 3, 2007, Public Works meeting.

**Attachments:** [ClarkeMosquitoReport070307](#)

**A motion was made by Councilperson Mitch Johnson, seconded by Councilperson Charles Frierson, that these Minutes be Passed. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Darrel Dover; Charles Frierson; Cecil Province and Mitch Johnson

#### 3. New Business

*Resolutions To Be Introduced*

**RES-07:208** A RESOLUTION REQUESTING FREE UTILITIES FOR THE CITY OF JONESBORO MOBILE OFFICE LOCATED AT THE TEMPORARY ADDRESS 2012 VALLEY DRIVE ADJACENT TO THE VALLEY VIEW CHRISTIAN CHURCH

**Sponsors:** Engineering

*City Engineer Kelly Panneck noted the free utilities are for the Lawson Road construction site.*

**A motion was made by Councilperson Charles Frierson, seconded by Councilperson Cecil Province, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Darrel Dover; Charles Frierson; Cecil Province and Mitch Johnson

**RES-07:643** A RESOLUTION TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH GILLIS FARMS, INC. FOR THE CONSTRUCTION OF THE VALLEY AND OWENS DRAINAGE IMPROVEMENTS PROJECT;

**Sponsors:** Engineering

**Attachments:** [Contract Documents 1](#)

Mr. Panneck explained Gillis was the low bidder and was recommended by NRS Engineering. He asked for the item to be taken to Council tonight and brought up under new business if possible. Councilman Moore questioned the need for bringing it up under new business. Mr. Panneck stated they are running out of time to get the job done before construction season is over.

**A motion was made by Councilperson Cecil Province, seconded by Councilperson Charles Frierson, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Darrel Dover; Charles Frierson; Cecil Province and Mitch Johnson

**RES-07:1018** A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A LEASE AGREEMENT FOR PROPERTY LOCATED AT 107 FLINT STREET

**Sponsors:** Public Works

**Attachments:** [Exhibit A--Lease for 107 Flint FlintLease](#)

Mr. Tony Thomas explained the monthly payment increased to \$5,500 and the lease is for a 9-month term. He hopes they can have something in place with the CWL property so they don't have to continue the lease for the Best Building. Councilman Moore questioned whether the lease provided a way for the City to get out of the lease in case the departments moved. Mr. Thomas stated they can terminate the lease with 30-day notice.

**A motion was made by Councilperson Mitch Johnson, seconded by Councilperson Cecil Province, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Darrel Dover; Charles Frierson; Cecil Province and Mitch Johnson

#### **4. Pending Items**

##### **BUILDINGS - MAYOR FORMON AND TONY THOMAS**

*Long range facilities plan update: Mayor Formon informed the committee they are still looking at the CWL property. He stated they are looking into some seismic issues with the property. He added they are having the Fire Department look at the building.*

*Valley View Fire Department: Mayor Formon stated they received several bids for the property. He recommended accepting the bid from Wade Carpenter. Councilman Province motioned, seconded by Councilman Johnson, to accept the bid from Wade Carpenter. All voted aye. Councilman Moore questioned whether City Attorney Phillip Crego will be drafting the contract. Mr. Crego asked who will be handling the sale. Mayor Formon stated Ms. Rachel Brewer will be handling it. Mr. Crego asked for Ms. Brewer to contact him with the information. Councilman Moore questioned whether there would be a need for the full Council to approve the sale. Mr. Crego stated if there is a contract then the full Council would need to approve it.*

##### **PLANNING - OTIS SPRIGGS**

*Land Use Plan update: City Planner Otis Spriggs explained they are working on the north Jonesboro sector and are on schedule. He further explained they will be studying each sector, then they will present the full plan to the committee. He noted there are 9 sectors*

and they are currently on sector 3. Councilman Moore questioned when the study would be done. Mr. Spriggs stated they are hoping to finish in 9-10 months.

### **CITY ENGINEER - KELLY PANNECK**

ADA sidewalk update: Mr. Panneck stated they are nearly complete and on schedule. He questioned what will need to be done after the project is done. Mr. Crego stated Mr. Panneck can advise him the project is over and he will contact the APERMA attorneys who are handling the case. Councilman Moore questioned whether the City will need to provide some sort of verification to show the work has been done. Mr. Crego explained the City will just need to submit plans showing what work was done. Mr. Crego noted the appointed ADA Coordinator is no longer with the City. He recommended a new ADA Coordinator be designated.

### **STREETS - TEDDY HOOTON**

Ditch cleaning: Public Works Director Erick Woodruff explained they are working on the plan and have identified the ditches they would need to clean. He noted Bridger Creek would probably be the first to be cleaned by the City and they are looking into contracting out the cleaning for Lost Creek. He added they are hoping to do most of the cleaning during the winter months so they can utilize the construction crews and equipment. Mayor Formon questioned whether Mr. Woodruff can have the schedule at the next meeting. Mr. Woodruff stated yes, he would have the schedule for the next meeting.

### **ORD-07:3065** AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE PURCHASE OF A 330CL CAT HYDRAULIC EXCAVATOR

**Sponsors:** Streets

**Attachments:** [City Of Jonesboro Caterpillar 330CL12 10 Proposal 1 073007](#)

Mr. Woodruff stated the ordinance did not make the agenda because it missed the deadline. He explained they re-bid the excavator to allow everyone the option to offer putting the rental money used for the excavator towards the purchase price. He explained Riggs was the low bidder for the excavator and they are currently leasing the excavator from Riggs. He also noted there was some confusion in that the excavator currently being leased is a CAT rather than a Volvo. He then questioned whether the ordinance would need to go to the Finance Committee. Councilman Moore stated it would need to go to Finance because the terms have changed since they were last presented to Finance.

**A motion was made by Councilperson Darrel Dover, seconded by Councilperson Cecil Province, that this Ordinance be Recommended to the Finance & Administration Council Committee. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Darrel Dover; Charles Frierson; Cecil Province and Mitch Johnson

### **PUBLIC WORKS - ERICK WOODRUFF**

Standard operating procedures: Mr. Woodruff explained they are still working on the procedures. He further explained they are having problems due to the City in the past performing work that adopted ordinances and resolutions say the City should not be doing. He stated he would like to work through those issues before presenting the procedures to the committee. Mayor Formon asked whether Mr. Woodruff would have the plan for the October meeting. Mr. Woodruff stated October might be too soon, but he could have the procedures to present to the committee at the November meeting.

### **SANITATION - ROYCE LEONARD**

*Rezone landfill from R1 to I2 Limited Use: Mr. Woodruff explained the landfill was annexed in as R1 and they would like to ask MAPC to rezone it to I2. Mr. Spriggs noted they would recommend placing a limited use on the property, but I2 Limited Use should cover the functions at the landfill. Councilman Johnson motioned, seconded by Councilman Frierson, to recommend the rezoning to the MAPC. All voted aye.*

## **5. Other Business**

### **Contract with FTN for composting facility at the landfill**

*Mr. Woodruff stated this item was also not approved in Legistar before the agenda deadline. He explained the contract would be for \$8,000 to develop a yard waste composting facility at the current landfill. He explained currently they are doing composting but will need a composting permit to continue. He further explained FTN is currently contracted with the City to close the landfill. Councilman Moore questioned the need to hire FTN to get the permits. Mr. Woodruff stated there is a lot of permitting involved and FTN knows the history of the landfill. Councilman Moore then questioned whether the City plans to continue composting at the landfill. Mr. Woodruff explained they would like to continue because they have to do something with the yard waste. Discussion was held as to whether it would be cheaper for the City to continue taking in yard waste than to have it taken to Legacy. Sanitation Director Royce Leonard stated the Solid Waste Authority does not take yard waste. He explained the City did not negotiate with the Solid Waste Authority for them to take yard waste because the City is able to take it. Councilman Moore asked for information regarding how much volume would be taken in, especially with commercial haulers, and whether they can get Legacy to take in the waste. Councilman Johnson also asked for information regarding volume from commercial haulers and what the charges would be for commercial haulers. Councilman Moore also asked for any information relating to what the long-term commitment would be for the City if the City continues the yard waste compost site. It was asked for Mr. Woodruff to bring the requested information to the next meeting.*

### **Rossland Hills update**

*Mr. Crego stated he has heard the residents who filed the lawsuit are considering dropping the suit. Discussion was held concerning the lawsuit. Mr. Crego added the work that has been done was a temporary fix so if the injunction is dropped then a permanent fix would need to be developed. Mayor Formon discussed a home recently built by Mr. Barton that is having problems with the basement flooding. Mr. Crego stated he was not aware of the new home or the new flooding problems. Councilman Moore recommended requesting a court date for the lawsuit, which may prompt the property owners to make a decision about dropping the lawsuit sooner.*

## **6. Public Comments**

### **Ken Yarbrough to discuss drainage issues on Lawson Road**

*Mr. Yarbrough asked the committee to re-evaluate the drainage on Lawson Road where the road will intersect with the new road by Valley View School. Mr. Panneck stated he has looked at the plans and noticed water will be diverted to an area by an existing home. He added Fisher & Arnold designed the plans so that the water will flow to a ditch that will no longer be existing after the new road is made. He recommended installing pipe so the water will go around the home. Discussion was held concerning the proposed piping. Mr. Panneck explained the Engineering department can design the plans for the piping but the additional work will cost \$49,722. He then questioned whether or not a change order*

would be needed. Councilman Dover noted they are allowed to change the plans up to a certain percent of a total without a change order. Councilman Frierson motioned, seconded by Councilman Dover, to approve the change subject to City Attorney approval that re-bidding is not needed. All voted aye. Councilman Moore questioned whether they can approve the \$50,000 expense without full Council approval. Mr. Crego stated they will need to look at the scope of the contract before they decide whether it has to be taken to Council.

## **7. Adjournment**

**A motion was made by Councilperson Mitch Johnson, seconded by Councilperson Cecil Province, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.**

**Aye:** 4 - Darrel Dover; Charles Frierson; Cecil Province and Mitch Johnson