



# City of Jonesboro

900 West Monroe  
Jonesboro, AR 72401

## Meeting Minutes Public Works Council Committee

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Tuesday, August 5, 2008

5:15 PM

Huntington Building

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### 1. Call To Order

**Present** 4 - John Street; Cecil Province; Chris Moore and Mitch Johnson

**Absent** 1 - Darrel Dover

### 2. Approval of minutes

[MIN-08:162](#) Minutes for the Public Works meeting on July 1, 2008.

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

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this Minutes be Passed. The motion CARRIED by a Voice Vote.**

**Aye:** 3 - Cecil Province; Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

### 3. New Business

#### *Ordinances To Be Introduced*

[ORD-08:053](#) AN ORDINANCE TO AMEND 2008 BUDGET WITH APPROPRIATIONS FOR PAYMENT OF FINAL MATA BILLING FROM CITY WATER AND LIGHT OF JONESBORO, ARKANSAS

**Sponsors:** Public Works, Mayor's Office and Engineering

**Attachments:** [CWL Mata Bill Fox Meadow](#)  
[CWL Mata Bill Matthews](#)  
[CWL Mata Bill Nettleton](#)

**A motion was made by Councilman Mitch Johnson, seconded by Councilman Chris Moore, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province; Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

[ORD-08:055](#) AN ORDINANCE TO APPROPRIATE MONEY FROM THE UNALLOCATED CAPITAL IMPROVEMENTS FUND FOR THE PURPOSE OF ENGINEERING DESIGN FOR DRAINAGE IMPROVEMENTS AT WILKINS /NETTLETON EAST OF FRANKLIN IN THE 2008 BUDGET

**Sponsors:** Engineering

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

**ORD-08:064**

AN ORDINANCE TO WAIVE BIDDING REQUIREMENTS FOR THE PURCHASE OF A 2007 CATERPILLAR TRACK TYPE TRACTOR (DOZER)

**Sponsors:** Streets

**Attachments:** [Scan-25-Jul-2008:02:47:50](#)

*It was noted the money is already in the budget.*

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

**ORD-08:066**

AN ORDINANCE FOR THE CITY OF JONESBORO TO AMEND THE BUDGET AND APPROPRIATE FUNDS FOR REPAYMENT OF FEMA GRANT FUNDING

**Sponsors:** Mayor's Office

**Councilman Chris Moore motioned, seconded by Councilman Cecil Province, to send the ordinance to APERMA. All voted aye.**

*Resolutions To Be Introduced*

**RES-08:089**

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT 101 S. FLOYD ST., JONESBORO, ARKANSAS FOR THE PURPOSE OF CREATING A DETENTION POND.

**Sponsors:** Mayor's Office and Public Works

**Attachments:** [Appraisal Report.pdf](#)  
[Mayor's Letter.pdf](#)  
[Offer and Acceptance.pdf](#)

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

**RES-08:105**

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO A CONTRACT WITH RSA, INC. d/b/a NRS CONSULTING ENGINEERS TO PROVIDE THE HYDROLOGIC AND HYDRAULIC STUDY FOR THE WILKINS DRIVE

DRAINAGE IMPROVEMENTS PROJECT;

**Sponsors:** Engineering

**Attachments:** [NRS Agreement](#)

**A motion was made by Councilman Chris Moore, seconded by Councilman Mitch Johnson, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

**RES-08:110**

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT 204 FLOYD STREET, JONESBORO, ARKANSAS FOR THE PURPOSE OF CREATING A DETENTION POND.

**Sponsors:** Mayor's Office and Public Works

**Attachments:** [Resolution.pdf](#)

**A motion was made by Councilman Chris Moore, seconded by Councilman Mitch Johnson, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

**RES-08:126**

RESOLUTION SETTING FORTH THE POLICY FOR WITHDRAWALS OF ZONING AMENDMENT APPLICATIONS FOR THE CHANGE OF THE BOUNDARY OF A ZONING DISTRICT, ANNEXATIONS AND CONDITIONAL USES BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS

**Sponsors:** Metropolitan Area Planning Commission and Planning

**Attachments:** [Resolution Cover Memo](#) [Withdrawal Policy](#)

**A motion was made by Councilman Chris Moore, seconded by Councilman Mitch Johnson, that this matter be Recommended to Council . The motion PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

**RES-08:129**

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE LEASE NO. DTFASW-09-L-00001 WITH THE FEDERAL AVIATION ADMINISTRATION (FAA)

**Sponsors:** Mayor's Office and Municipal Airport Commission

**Attachments:** [FAA Letter](#)  
[FAA Lease 2008](#)

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this matter be Recommended to Council . The motion**

**PASSED by an unanimous vote**

**Aye:** 3 - Cecil Province; Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover

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

##### Buildings - Mayor Formon

*Long range facilities plan update: Public Works Director Erick Woodruff stated they are looking for the Deed to the Fire Station on Highway 16.*

*City Engineer Craig Light stated there is a possibility of moving the Street and Sanitation Departments to the Landfill. He also stated that he did not know if it would be feasible or not. Councilman Chris Moore asked if the Committee thinks there is a need for a Municipal Building to house all the administrative offices and a separate building for the Street and Sanitation Departments. Mr. Light stated they have been looking at the short term for the Best Building because the lease is up in October.*

##### Commercial Sanitation - Councilman Chris Moore

*Councilman Moore indicated they had already discussed commercial sanitation so no further discussion was needed.*

##### Public Works - Erick Woodruff

*Lutheran Church update: It was noted this item needs to be tabled till September. It was also noted that the City is in the process of buying 2 acres of land.*

##### **COM-08:068**

Standard operating procedures for the Public Works Departments

**Sponsors:** Engineering, Sanitation, Streets, Planning and Inspections

**Attachments:** [Engineering SOP](#)  
[Inspections SOP](#)  
[Planning SOP](#)  
[Sanitation SOP](#)  
[Street SOP - Amended](#)

*It was noted that Councilman Moore will meet with Mr. Woodruff next week. It was noted that input from the City Council was requested. It was also noted the City should get rid of the City Code and go with the National Code.*

**This item was Read.**

#### **5. Other Business**

##### Road Work update

*It was noted the road work was delayed due to the rain and snow but within 3 months more road work will be completed.*

##### City's Website

*It was noted that Arkansas State University will update the City's website.*

**6. Public Comments**

**7. Adjournment**

**A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.**

**Aye:** 3 - Cecil Province;Chris Moore and Mitch Johnson

**Absent:** 1 - Darrel Dover