



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes Public Works Council Committee

Tuesday, March 4, 2008

4:30 PM

Huntington Building

1. Call To Order

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

Present 5 - John Street; Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson

2. Approval of minutes

MIN-08:024 Minutes for the February 7, 2008, Public Works Committee meeting.

Attachments: [020708](#)

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

Aye: 4 - Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson

MIN-08:025 Minutes for the February 14, 2008, special called Public Works Committee meeting.

Attachments: [021408sp](#)

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

Aye: 4 - Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson

MIN-08:026 Minutes for the February 19, 2008, special called Public Works Committee meeting.

Attachments: [021908sp](#)

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

Aye: 4 - Cecil Province; Chris Moore; Darrel Dover and Mitch Johnson

3. New Business

Ordinances To Be Introduced

ORD-08:009 AN ORDINANCE TO DISCONTINUE COMMERCIAL SANITATION SERVICE

PROVIDED BY THE CITY OF JONESBORO, ARKANSAS

Sponsors: Sanitation and Mayor's Office

Attachments: [Commercial Sanitation Notice](#)

Councilman Dover questioned when the ordinance would take effect. Councilman Moore explained it would start July 1, 2008. Chairman Street noted that would give the customers enough time to contact businesses. Councilman Dover noted they discussed contacting private haulers about some of the equipment. Chairman Street explained he saw an e-mail discussing scraping some of the equipment. Public Works Director Erick Woodruff stated Sanitation Director Royce Leonard is working on it. Councilman Moore added he would not be opposed to taking sealed bids for the equipment.

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: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

ORD-08:011

AN ORDINANCE TO AMEND THE 2008 ANNUAL BUDGET AND THE PAY PLAN FOR THE CITY OF JONESBORO TO ADD THE POSITION OF ADMINISTRATIVE SECRETARY TO THE ENGINEERING DEPARTMENT

Sponsors: Engineering

Mr. Woodruff explained it is for the Engineering because they currently do not have a secretary. He further explained they utilize another department's secretary to serve as secretary for Engineering. Councilman Dover questioned whether it had gone through HR. Mayor Formon explained it was not a new position and they already knew the grade level, so it did not have to go through HR.

A motion was made by Councilman Chris Moore, seconded by Councilman Darrel Dover, that this matter be Recommended to the Finance & Administration Council Committee. The motion PASSED by an unanimous vote

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

Resolutions To Be Introduced

RES-08:054

A RESOLUTION OF THE CITY OF JONESBORO, ARKANSAS TO ACCEPT THE LOW BID AND ENTER INTO A CONTRACT WITH GILLIS FARMS, INC. FOR THE CONSTRUCTION OF THE PINES APARTMENTS DRAINAGE IMPROVEMENT PROJECT;

Sponsors: Engineering and Public Works

Attachments: Pines Apartments Project Bid
[Contract](#)

It was noted the resolution was not in Legistar. Chairman Street explained the City is under court order to have the project done by July 31st. Councilman Dover questioned whether it has to go before the Finance Committee. City Engineer Craig Light stated it does not need to go to Finance.

A motion was made by Councilman Chris Moore, seconded by Councilman Cecil Province, that this Resolution be Recommended to Council. The motion CARRIED by a Voice Vote.

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:015 A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT TRACT "C" BELT STREET, JONESBORO, ARKANSAS FOR THE PURPOSE OF ESTABLISHING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

Attachments: [Appraisal](#)
[Mayors Letter](#)
[Offer and Acceptance](#)

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

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:031 A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO AT 1205 W HUNTINGTON AVENUE FOR THE PURPOSE OF CREATING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

Attachments: [Appraisal](#)
[Offer and Acceptance](#)

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

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:032 A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO AT TRACT "A" BELT STREET FOR THE PURPOSE OF CREATING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

Attachments: [Appraisal](#)
[Offer and Acceptance](#)

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

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:033 A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO AT TRACT "B" BELT STREET FOR THE PURPOSE OF CREATING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

Attachments: [Appraisal](#)
[Offer and Acceptance](#)

A motion was made by Councilman Darrel Dover, seconded by Councilman

Chris Moore, that this matter be Recommended to Council . The motion PASSED by an unanimous vote

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:035 A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A LEASE AGREEMENT FOR PROPERTY LOCATED AT 107 FLINT STREET

Sponsors: Mayor's Office and Public Works

Attachments: [Exhibit A -- Best lease](#)

Mr. Woodruff asked for the item to be tabled. He explained it is a new lease, not an extension. Mayor Formon added there is an added cost of about \$1,000 a month. Mr. Tony Thomas asked for any comments or questions to be directed to him in the time while the item is tabled since they are still negotiating.

A motion was made by Councilman Darrel Dover, seconded by Councilman Chris Moore, that this matter be Tabled . The motion PASSED by an unanimous vote

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:039 A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT PROPERTY (PERMANENT EASEMENT) DESCRIBED AS A PERMANENT EASEMENT OF THE NORTH 15 FEET AND THE EAST 7.5 FEET OF LOT 62 OF SIMS 2nd SUB FOR CONSTRUCTION AND MAINTENANCE OF DRAINAGE IMPROVEMENTS;

Sponsors: Mayor's Office and Public Works

Attachments: [Permanent Easement](#)

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

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:040 A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT PROPERTY (PERMANENT EASEMENT) DESCRIBED AS A PERMANENT EASEMENT OF THE NORTH 15 FEET OF LOT 61 OF SIMS 2nd SUB FOR CONSTRUCTION AND MAINTENANCE OF DRAINAGE IMPROVEMENTS;

Sponsors: Mayor's Office and Public Works

Attachments: [Permanent Easement](#)

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

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:041 A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT 401 N CARAWAY ROAD, JONESBORO, ARKANSAS FOR THE PURPOSE OF ESTABLISHING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

Attachments: [Offer and Acceptance](#)
[Mayor's Letter](#)
[Appraisal](#)

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

Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

RES-08:044

A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF JONESBORO, CRAIGHEAD COUNTY TO UTILIZE FEDERAL-AID MONIES FOR THE FOLLOWING CITY PROJECT:

Installation of Traffic Signal
Highway 63 South Bound Off Ramp @ Highway 49
Craighead County

Sponsors: Mayor's Office and Public Works

Attachments: [Letter from AHTD](#)
[Highway 63 South Bound Off Ramp at Highway49](#)

Discussion was held about the placement of the light. Mayor Formon if needed the light can later be taken down and placed somewhere else. Chairman Street noted they are looking at other options to make the left hand turn on Southwest Drive. He added it takes ten years to be on the list so they could go ahead and approve the resolution and still have time to find alternatives. Mayor Formon stated there is no penalization if the City changes its mind. Councilman Moore questioned what the Highway Department thinks. Chairman Street said they are looking at possibly making people exit at Parker Road.

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: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson

4. Pending Items

BUILDINGS - MAYOR FORMON

Long range facilities plan update: Mayor Formon explained they have been meeting and are looking at the overall needs. He added Mr. Light was voted as chairman of the committee. City Planner Otis Spriggs stated the company hired to perform the spatial analysis should be making a presentation in April concerning the City's needs. Mayor Formon stated they first will be looking at getting away from the leases the City currently has, with the Best Building and the building next door to City Hall where CDBG and MPO currently are located.

PUBLIC WORKS - ERICK WOODRUFF

Standard operating procedures: This item was not discussed.

Master Street Plan - review and select: Councilman Moore explained he and Councilman Province agreed that hiring a local firm would be of utmost importance to the project. Councilman Moore motioned, seconded by Councilman Province, to hire

Associated Engineering for the Master Street Plan project based on the ranking of Associated Engineering first, Wilbur Smith second and Kimley Horn third. All voted aye. Chairman Street asked for Mayor Formon to begin negotiations on the project.

5. Other Business

COM-08:017 FEMA CTP Agreement

Sponsors: Public Works

Attachments: [FEMA CTP Agreement](#)

Chairman Street explained FEMA is asking for their money back. He also noted the grant side of FEMA doesn't think the money should be returned to FEMA. Mr. Tony Thomas stated they are still working with FEMA. Mayor Formon added he thinks they'll be able to work something out so the money doesn't have to be paid back.

This item was Read.

Detention pond project update

Councilman Dover asked for an update concerning the detention pond projects. Mr. Light explained they only one they have slated at this time is the Pines Apartments. He further explained they next one they will look at is the East Nettleton project and the other two funded for this year is Oak and the one behind Walgreens. He stated those are the four to be constructed this year. Councilman Dover asked about the project on Burke. Mr. Light explained it'll be a long project but it can be constructed in a year.

Property appraisal

Mayor Formon explained recently they did the appraisal on a piece of property where the City's appraisal has quite a bit of difference from the appraisal the property owners received. Mr. Thomas stated they get an initial appraisal, an appraisal by the property owners and then a third appraisal. He explained they are looking at adopting a policy that would adopt the lowest two appraisals and averaging those two to get the value of the property. Chairman Street stated the industry typically uses the two closest appraisal prices because an appraisal that is either too low or too high might be bad. Councilman Moore questioned how often that happens. Mr. Harry Hardwick explained it is happening more now than it ever has.

Change in meeting time

City Clerk Donna Jackson stated she has gotten some comments about changing the time of the meetings because the meetings are finishing a lot sooner than what they used to. Councilman Moore motioned, seconded by Councilman Johnson, to change the meeting time to 5:15 p.m. All voted aye.

Sharp Street basin

Councilman Moore questioned the status of the Sharp Street detention pond now that Cavanaugh is no longer using the property downtown. Mr. Hardwick stated he is getting an appraisal for the property. Councilman Moore also asked for an appraisal for Roger Watkins' property and the property on the corner of Sharp and Huntington, next to where Cavanaugh used to be. Mr. Hardwick stated he'd try to have the appraisals for the next meeting.

6. Public Comments

7. Adjournment

A motion was made by Councilman Chris Moore, seconded by Councilman Mitch Johnson, that this be Adjourned. The motion CARRIED by a Voice Vote.
Aye: 4 - Cecil Province;Chris Moore;Darrel Dover and Mitch Johnson