



City of Jonesboro

Meeting Minutes

Public Works Council Committee

900 West Monroe
Jonesboro, AR 72401

Tuesday, July 3, 2007

4:30 PM

Huntington Building

1. Call To Order

Mayor Formon was also in attendance.

2. Approval of minutes

MIN-07:084 Minutes for the June 5, 2007, Public Works meeting

Attachments: [060507](#)

A motion was made by Councilperson Darrel Dover, seconded by Councilperson Cecil Province, that this Minutes be Passed. The motion CARRIED by a Voice Vote.

3. New Business

Resolutions To Be Introduced

RES-07:180 RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO FOR THE PUPOSE OF ESTABLISHING A DETENTION POND

Sponsors: Public Works and Mayor's Office

A motion was made by Councilperson Darrel Dover, seconded by Councilperson Charles Frierson, that this Resolution be Recommended to the City Council. The motion CARRIED by a Voice Vote.

RES-07:194 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY (EASEMENT) LOCATED AT STRAWFLOOR RD., JONESBORO, ARKANSAS FOR THE PURPOSE OF ESTABLISHING A GAS EXTRACTION

Sponsors: Public Works and Mayor's Office

Attachments: [Strawfloor Rd Nabors Complete](#)
[Strawfloor Rd-Regina Nabors \(revised\)](#)

A motion was made by Councilperson Charles Frierson, seconded by Councilperson Darrel Dover, that this Resolution be Recommended to the City Council. The motion CARRIED by a Voice Vote.

RES-07:201 A RESOLUTION EXPRESSING THE WILLINGNESS OF THE CITY OF JONESBORO, CRAIGHEAD COUNTY TO UTILIZE FEDERAL-AID MONIES FOR THE INSTALLATION OF A TRAFFIC SIGNAL AT HIGHWAY 463 & HIGHWAY 351 (Nettleton Avenue & Industrial Drive)

Sponsors: Mayor's Office and Public Works

Attachments: [AHTD \(Hwy 351 463\)](#)

Mayor Formon explained the light will be placed on Nettleton Ave. by World Color in the Industrial Park.

A motion was made by Councilperson Darrel Dover, seconded by Councilperson Cecil Province, that this Resolution be Recommended to the City Council. The motion CARRIED by a Voice Vote.

4. Pending Items

BUILDINGS - MAYOR FORMON AND TONY THOMAS

Long range facilities plan: Mayor Formon explained they are going to try and set up a meeting with City Water and Light to go forward with the CWL property. He further explained they have some issues with the DSA building because they are not sure if it meets the seismic regulations in order for it to house the Police Department. He noted it's a good deal for the City and it's an ideal location.

Valley View Fire Department building: Mayor Formon stated they have run an ad in the paper. He also stated the bids will open July 31st.

PLANNING - OTIS SPRIGGS

Land Use Plan update: City Planner Otis Spriggs stated they are moving to Section 2 and are utilizing the GIS layers, which will allow them to also check the information's accuracy. Chairman Street questioned how many sections are included. Mr. Spriggs stated there are nine sections and they spend one to two months on each section.

Kathleen Street rezoning: Councilman Dover questioned if anything had been resolved concerning the Kathleen Street rezoning. Mr. Spriggs stated they are requesting another meeting with the attorney. He added the attorney will ask the Council to hold the rezoning until the next meeting so they can meet with the opposition.

CITY ENGINEER - KELLY PANNECK

COM-07:017 City Engineering Projects Report for the July 3, 2007, Public Works meeting.

Sponsors: Engineering

Attachments: [Engineering Projects Report - 070307](#)

This item was Read.

COM-07:018 ADA Report July 3, 2007
Report added after the meeting

Sponsors: Engineering

Attachments: [ADA Consent Order Status](#)

City Engineer Kelly Panneck provided the committee with a report concerning the sidewalks. He explained they are substantially complete with the sidewalks. He further explained they are in the process of reviewing the project and will make a formal request

from the attorney to show the City is nearing completion. Councilman Dover questioned item 9 on the report, which stated the City paid the plaintiffs \$55,000 for damages, attorney's fees and cost. Mr. Panneck stated it's part of the consent order agreement and was paid around 2004. Chairman Street questioned whether any yellow plates would be put on Main Street by the sidewalks. Mr. Panneck stated he has been looking at that with Public Works Director Erick Woodruff. He explained they are looking at other alternatives to the yellow plates. He further explained it's not part of the consent order, but they are planning to go ahead with it anyways.

This item was Read.

STREETS - TEDDY HOOTON

Ditch cleaning: Mr. Woodruff stated they are still looking at the manpower and equipment the City has to take care of the ditch cleaning themselves. He added the company is finishing with Mardis ditch next week and they are hoping to get them under another contract for Lost Creek. Chairman Street asked for a plan to be given to the committee at the next meeting concerning ditch cleaning.

Purchase of an excavator: Councilman Dover asked about the status of purchasing an excavator. Mr. Woodruff stated they put it out for bid and should get something back next week.

PUBLIC WORKS - ERICK WOODRUFF

Standard operating procedures: Mr. Woodruff explained they are still working on the procedures. He added they are reviewing the current ordinances to make sure there are no conflicts.

GIS Fisher & Arnold project: Mr. Woodruff stated there is a link under the Engineering page on the City's website that will direct viewers to the parcel part of the GIS project. He explained IT personnel are not trained to maintain GIS, but Finance Director Don Ray hopes to train existing employees to maintain GIS and is also considering hiring a new employee to take care of GIS. Chairman Street questioned what the timeline is for getting the GIS going and online. Mr. Woodruff stated he's not sure due to the IT personnel. Mayor Formon added they are hoping to use Sterling Solutions, who is currently evaluating a system with the Police Department, to evaluate the GIS system and see where the problems are and what is needed to solve them. Councilman McCall questioned whether the current IT personnel can be trained to maintain GIS. Mayor Formon stated he thinks they can.

Stormwater Committee appointments: Mayor Formon stated the resolution with the appointments is currently going through the approval process. Chairman Street asked for Mr. Woodruff to contact Councilman McCall, chairman of the Nominating and Rules Committee, to set up a meeting. Mayor Formon added most of the people being appointed were on the original committee. Chairman Street questioned whether the resolution would need to be taken to Public Works. City Clerk Donna Jackson stated the resolution would go to the Nominating and Rules Committee. Mayor Formon further explained they are leaving it up to the committee to decide who the alternate members will be.

5. Other Business

North traffic study

Chairman Street questioned whether they can put out RFQ's concerning the north traffic study. Mr. Spriggs stated he has been working with MPO Director Amin Ulkarim and they are wanting to do a study of the overall City because the previous study could be considered outdated because it was based on a mall being built on Southwest Drive. He added the Master Street Plan is higher priority. Chairman Street recommended proceeding with the north traffic study and suggested doing both studies at the same time. Discussion was held concerning a north traffic study. Mr. Panneck explained they need to study the north corridors. Chairman Street asked for Mr. Spriggs and Mr. Ulkarim to look at the current data and see if there are any holes and if they need to out-source the work or if it can be done in-house.

Surveying for projects

Mr. Panneck discussed the process of hiring a surveyor for projects. He recommended looking into contracting with a surveyor for a certain amount of time or certain amount of money, similar to the concrete contract the Engineering Department currently has. Discussion was held concerning the contract process. Internal Auditor Misty Micenhamer stated there is a current city ordinance that requires all contracts be reviewed by the City Council no matter what the cost of the contract. Ms. Jackson explained contracts being taken to the City Council is required by state law, not city ordinance. Chairman Street asked for Ms. Micenhamer to see if there is a way to make a contract like what Mr. Panneck suggested. Ms. Micenhamer stated that would be a legal question, which should be directed to City Attorney Phillip Crego. It was asked for Ms. Micenhamer to get recommendations from Mr. Crego concerning the contract. Mr. Auld noted the Corps of Engineers has indefinite delivery contracts, which allows them to call the company any time they need services. Mr. Panneck stated that's similar to the concrete contract and recommended doing the same thing for surveying services.

Mosquito Control report

Mayor Formon provided the committee with a mosquito control report. He discussed recent problems with mosquito control in the City. Chairman Street asked for Mayor Formon to put the report in Legistar and to discuss it with the Council or the Public Safety Committee.

6. Public Comments

7. Adjournment

A motion was made by Councilperson Darrel Dover, seconded by Councilperson Charles Frierson, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.