



City of Jonesboro

Municipal Center
300 S. Church Street
Jonesboro, AR 72401

Meeting Minutes Public Works Council Committee

Tuesday, June 6, 2017

5:00 PM

Municipal Center

1. Call To Order

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2. Roll Call

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Present 7 - Gene Vance;Chris Moore;John Street;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

3. Approval of minutes

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MIN-17:052

Minutes for the Public Works Meeting on May 2, 2017

[play video](#)

Attachments: [Minutes.pdf](#)

A motion was made by Councilman Mitch Johnson, seconded by Councilman Chris Moore, that this matter be Passed . The motion PASSED with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

4. New Business

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Ordinances To Be Introduced

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ORD-17:032

AN ORDINANCE AUTHORIZING THE CITY OF JONESBORO TO AMEND THE 2017 GENERAL FUND BUDGET IN ORDER TO ADD TWO FULL-TIME SANITATION WORKER POSITIONS TO THE SANITATION - RESIDENTIAL DEPARTMENT

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Attachments: [Maps](#)

Mayor Perrin explained the Sanitation Department has been run pretty tight. The key is getting back to the facility and picking up yard waste. They felt like the department needs two more employees. They've been looking at the efficiency of the department for a few months to see how all of the limbs will be picked up. The total is \$36,034 for this year and will be included in the budget next year.

Councilman Dover asked if the two new employees will be given this task all year. Mayor Perrin agreed, explaining they will be dedicated to picking up yard waste because that's where they're needed.

Councilman Dover then questioned whether the city still has a specific crew that takes care of the ditches. Mayor Perrin answered yes, that's through the Street Department. That's why the city asked for the new excavators and equipment. He presented the committee with two maps. The first map showing the progress of the ditches that are being cleaned out in the city, with the other showing what they actually cleaned out in 2016. With the new equipment, they estimate they will be able to clean out 10 more miles of ditches than last year. Last year, the city cleaned out 61 miles, so this year they should be able to clean out 71 miles. That will help a lot with drainage.

A motion was made by Councilman Darrel Dover, seconded by Councilman Gene Vance, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

ORD-17:035

AN ORDINANCE TO AMEND THE JONESBORO CODE OF ORDINANCES TO ESTABLISH A PERMIT PROCESS AND REGULATIONS FOR TEMPORARY STREET AND LANE CLOSURES IN THE CITY OF JONESBORO, ARKANSAS

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Attachments: [Temporary Street and Lane Closure Regulations](#)

City Engineer Craig Light explained the city currently doesn't have a set process or permit to allow people to close streets in Jonesboro. Right now, someone can park their car in the road and put down one cone in order to close a lane on Caraway Road. They would like to put together a process for temporarily closing streets. There would be a permitting process and ask for a conceptual plan if the closing will be on collector or arterial streets. Local roads and neighborhoods wouldn't require a permit as long there is sufficient signage and room for cars to pass so they can still move through. They're getting a lot of inconsistencies about how people are installing their barricades and moving traffic around which has caused some problems. They would like to standardize that process and put some regulations in place.

Councilman Dover asked if someone wants to close a street if they would work with the Engineering Department. Mr. Light answered yes, the applicant would submit a conceptual plan five days prior and then the applicant would be responsible for implementing the plan. They would allow for citizens to be notified ahead of time. Currently, the city is finding out at the same time as the citizens in regards to some closures.

Chairman Street then questioned if this would include the contractors for the Highway Department. He referred to a project last year where a portion of Southwest Drive

was closed due to improvements by a contractor for the Highway Department. The city was not notified prior to the project about the closing. Mr. Light answered yes, the contractors would have to get a permit from the Highway Department as well as the city. Mayor Perrin added the Director of Communications would also be notified of closings and can then let the public know so citizens can detour around the projects. Their main concern is safety.

Councilman Vance recommended looking into streets such as Church Street that has been bad the past few months. Residential builders have put dumpsters in the roadways and have closed a lane of traffic for three or four months at a time. Those instances need regulation as well. Mr. Light explained they do have regulations in terms of closing lanes where you don't have 20 feet of open space, then they have to move the dumpsters. This proposed code reiterates the idea that they would need at least 20 feet of open space with construction cones and work zone signage or flaggers.

Councilman Moore stated, for example, his company needs to close a portion of Church Street down next month for repairs. He questioned if the process would be they would go to the Engineering Department, sit down and discuss the closing and get some sort of cut sheet. Mr. Light explained they referenced the manual of uniform control devices. Basically, if they follow what is recommended then the departmental process should be easy. They will work with the contractors to get the permits and submit plans. Councilman Moore noted the uniform traffic plan dictates signage, cones and barricades. He asked if the contractors will be able to pay a fee and use the appropriate barricades as provided by the city. Most contractors will not go out and buy that equipment themselves. Mr. Light stated he thinks the Street Department will be coming forward with a proposal to set fees for the usage of their cones and barricades. Councilman Moore noted he thinks that would be in the public's best interest. That way everyone knows and can easily get an estimate on what the fees will be.

A motion was made by Councilman Mitch Johnson, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

Resolutions To Be Introduced

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RES-17:052

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT A PERMANENT DRAINAGE EASEMENT FROM ERIKA OR DUSTIN CHUDY FOR THE PURPOSE OF MAKING DRAINAGE IMPROVEMENTS

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Attachments: [Permanent Drainage Easement - Chudy](#)

Mr. Light explained there's existing drainage pipe on Country Club Terrace that goes to the curb. The city installed it in the past and has done work on it before. He's not sure when the pipe was installed. They went back out there to do some work on it and realized they didn't have an easement. This would create the easement needed for future maintenance of the piping network.

A motion was made by Councilman Chris Moore, seconded by Councilman

Gene Vance, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

RES-17:069

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR TO ENTER INTO AN AMENDED AGREEMENT WITH ABILITIES UNLIMITED OF JONESBORO, INC. TO PERFORM RECYCLING SERVICES FOR THE RESIDENTS OF THE CITY

[play video](#)

Attachments: [Amended Abilities Unlimited Recycling Contract.doc](#)
[Amended Abilities Unlimited Recycling Contract \(PDF\)](#)
[Chamber of Commerce Green Business Committee](#)

Mayor Perrin explained they are putting together signs to put with the bags and cans so citizens will know exactly when their recycling will be picked up. They will do a lot of communicating through the Communications Department. Pickup will be twice a month as opposed to every week as it is now. The contract is for a year, ending June of 2018. He's asked some of the staff to do a complete study of the program due to the cost of the blue bags, carts, vehicles, etc. They have a year, but that will go by quickly. He asked Abilities Unlimited if they will be coming back in the future asking for more money. Their answer was yes. Right now, Abilities Unlimited is being paid \$15,000 per month to collect, sort and sell the recycling.

Councilman Vance asked if they are looking at having a separate recycling container and picking it up with a truck. Mayor Perrin answered yes. Councilman Vance stated from what he's read that would actually increase the amount of recycling and might only need to be picked up every two weeks. He thinks the study should look into the city getting back into that business and utilize equipment versus manpower. Mayor Perrin explained he agrees, which is why they're looking at the cost of the trucks, as well as the cost of personnel. They have about six months to get the information together and look at other cities to see how they do it.

A motion was made by Councilman Darrel Dover, seconded by Councilman Mitch Johnson, that this matter be Recommended to Council . The motion PASSED with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

RES-17:076

A RESOLUTION TO THE CITY OF JONESBORO, ARKANSAS TO ENTER INTO AN AGREEMENT WTH FISHER & ARNOLD, INC. TO PERFORM PROFESSIONAL ENGINEERING SERVICES

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Attachments: [Agreement](#)
[Schedule](#)

Mayor Perrin explained this is part of the STIP Program. He discussed the new lanes that would be constructed. The improvements will help the flow of traffic. The contract for design is for two weeks. They sent the project to the Highway Department, who indicated they could get it done in 52 weeks. Fisher & Arnold agreed with that timeline.

A motion was made by Councilman Mitch Johnson, seconded by Councilwoman Ann Williams, that this matter be Recommended to Council .

The motion **PASSED** with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams

5. Pending Items

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6. Other Business

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7. Public Comments

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8. Adjournment

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A motion was made by Councilman Mitch Johnson, seconded by Councilman Chris Moore, that this meeting be Adjourned . The motion **PASSED** with the following vote.

Aye: 6 - Gene Vance;Chris Moore;Mitch Johnson;Darrel Dover;Charles Coleman and Ann Williams