



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, January 24, 2012

4:00 PM

Huntington Building

1. Call To Order

Mayor Perrin was also in attendance.

Present 3 - Ann Williams; Darrel Dover and Charles Coleman

Absent 2 - John Street and Mikel Fears

2. Approval of minutes

[MIN-12:005](#)

Minutes for the Finance Committee meeting on January 10, 2012

Attachments: [Minutes](#)

A motion was made by Councilman Charles Coleman, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 2 - Darrel Dover and Charles Coleman

Absent: 2 - John Street and Mikel Fears

3. New Business

Resolutions To Be Introduced

[RES-12:001](#)

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF JONESBORO TO ACCEPT GRANT FUNDS FROM THE DELTA REGIONAL AUTHORITY, FOR NORDEX, USA, ECONOMIC DEVELOPMENT PROJECT.

Sponsors: Grants and Finance

Attachments: [DRA Grant Agreement](#)

Grants Administrator Heather Clements explained the resolutions are cleanup due to receiving the grants in 2009. Councilman Dover questioned whether the money has already exchanged hands. Ms. Clements answered yes for the EDA grant, but no for the DRA grant. They are trying to spend the DRA funds and that is why the resolutions are needed. Chairwoman Williams then questioned what the amount is for the grants. Ms. Clements stated DRA awarded the City \$500,000 for Phase 2 construction of Nordex. She explained Mr. Mark Young from the Chamber of Commerce indicated Phase 2 has not been decided, so DRA stated the money needs to be spent or else it will be taken back by the federal government. She further

explained she got permission from AEDC and EDA to halt the reimbursements for Nordex expenditures until the DRA funds are spent. Once the \$500,000 is spent the reimbursements will continue and they will pick up Phase 2 construction in order to make sure all the funds can be spent and no money is lost by the city.

Mayor Perrin questioned whether the resolutions should've been passed in 2009. Ms. Clements answered yes.

A motion was made by Councilman Darrel Dover, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 2 - Darrel Dover and Charles Coleman

Absent: 2 - John Street and Mikel Fears

RES-12:002

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF JONESBORO TO ACCEPT GRANT FUNDS FROM THE ECONOMIC DEVELOPMENT ADMINISTRATION, FOR NORDEX, USA, ECONOMIC DEVELOPMENT PROJECT.

Sponsors: Grants and Finance

Attachments: [EDA Grant Agreement for Nordex Project](#)

A motion was made by Councilman Darrel Dover, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 2 - Darrel Dover and Charles Coleman

Absent: 2 - John Street and Mikel Fears

4. Pending Items

5. Other Business

Non-uniform pension plan

Councilman Dover asked for an update concerning the new pension plan. Mayor Perrin stated it's his understanding the plan is going well. They have asked the company to come back again to make sure all questions by the employees have been answered.

COM-12:005

Letter and administrative order from ADEQ regarding fines for not submitting semi-annual monitoring report for the incinerator by due date

Sponsors: Mayor's Office

Attachments: [ADEQ Letter and Administrative Order](#)

Mayor Perrin asked to walk on an item. The City recently received a letter from ADEQ concerning the City accepting an administrative order regarding the air permit for the incinerator. There was a filing that was supposed to be done in December, but it was filed three weeks late which allows ADEQ to assess financial penalties. The penalty will be \$1,075. He has taken corrective actions to make sure the filing is not late again, but the administrative order calls for the penalty to be paid. Mayor Perrin

noted a resolution will need to be made in order to accept the administrative order.

City Clerk Donna Jackson noted in Item 7 of the letter from ADEQ it refers to a public notice. She questioned whether the City needs to run a public notice regarding the administrative order. Mayor Perrin answered they will probably need to run something according to what the administrative order indicates. City Clerk Jackson recommended asking City Attorney Phillip Crego about the public notice before the Council takes any action.

Councilman Dover motioned, seconded by Councilman Coleman, to forward the item to the next City Council meeting after meeting the required 30 day notice. All voted aye.

This item was Read.

Contract with Matt Silas for Southside Softball Complex

Mayor Perrin asked to walk on another item. They would like to contract with Matt Silas for architectural services regarding the concession stands at Southside Softball Complex. It is a standard contract. Copies were not provided, but Mayor Perrin stated he would make sure the contract is attached to the file in Legistar in order for the Council members to review in the Council agenda packet for the next meeting. He asked for a motion to forward the item to the City Council.

Councilman Dover motioned, seconded by Councilman Coleman, to forward the item to the full Council. All voted aye.

Further discussion concerning non-uniform pension plan

Chief Financial Officer Ben Barylske referred to questions asked earlier concerning the non-uniform pension plan. He noted 151 employees have signed up for the new pension plan. Councilman Dover questioned what percentage of the employees that covers. Mr. Barylske answered it's probably 40% to 50%, which is good for the initial signing. Mayor Perrin reiterated he asked the company to come back in February to go over everything.

6. Public Comments

Parks employee Larry Jackson questioned possible changes to the catastrophic sick leave bank policy. He explained there are hours built up in the sick bank and they would like to extend the policy to immediate family members who live at home. He added if the employee has used all vacation and sick time, then catastrophic sick leave can be taken for immediate family members. Discussion was held regarding employees who are eligible for catastrophic leave and the policy for being able to use the time. Mayor Perrin stated he has no objection to changing the policy since it will not cost the City anything. He noted to change the policy it will require amending the Employee Handbook. City Clerk Jackson explained Human Resources Director Gloria Roark and City Attorney Crego need to look at the policy and amend it. Chairwoman Williams stated there is nothing for the committee to act on right now since they have not been presented with an ordinance to change the policy.

7. Adjournment

A motion was made by Councilman Darrel Dover, seconded by Councilman Charles Coleman, that this meeting be Adjourned . The motion PASSED by a

unanimous vote

Aye: 2 - Darrel Dover and Charles Coleman

Absent: 2 - John Street and Mikel Fears