



Meeting Minutes
Public Works Council Committee

Tuesday, April 1, 2008

5:15 PM

Huntington Building

1. Call To Order

Ms. Misty Micenhamer from the Mayor's Office was also in attendance.

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

2. Approval of minutes

MIN-08:084 Minutes for the March 4, 2008, Public Works Committee meeting.

Attachments: [030408](#)

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

Resolutions To Be Introduced

RES-08:050 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 SOUTH 55 FEET OF THE WEST 5 FEET PARALLEL AND ADJACENT TO ANNE ST AND THE SOUTH 15 FEET OF LOT 59 OF SIMS 2nd FOR CONSTRUCTION AND MAINTENANCE OF DRAINAGE IMPROVEMENTS;

Sponsors: Mayor's Office and Public Works

Attachments: [Permanent Easement Lot 59](#)

City Engineer Craig Light explained the easement is for the Valley and Owens detention area. He further explained the easement will allow them to channelize the water.

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-08:052 A RESOLUTION TO OF THE CITY OF JONESBORO, ARKANSAS TO AUTHORIZE THE MAYOR AND CITY CLERK TO ACCEPT PROPERTY (PERMANENT DRAINAGE EASEMENT) DESCRIBED AS PART OF THE SOUTHWEST

QUARTER OF THE NORTHWEST QUARTER OF SECTION 25, TOWNSHIP 14 NORTH, RANGE 3 EAST, CRAIGHEAD COUNTY, ARKANSAS FOR CONSTRUCTION AND MAINTENANCE;

Sponsors: Mayor's Office and Public Works

Attachments: [Drainage Easement](#)

Mr. Light stated that the easement for a 100 foot section east of Christian Creek and north of Alexander.

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-08:057

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT 206 FLOYD STREET, JONESBORO, ARKANSAS FOR THE PURPOSE OF ESTABLISHING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

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

A motion was made by Councilman Chris Moore, seconded by Councilman Darrel Dover, 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-08:058

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO PURCHASE PROPERTY LOCATED AT 1203 W. HUNTINGTON AVENUE, JONESBORO, ARKANSAS FOR THE PURPOSE OF ESTABLISHING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

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

A motion was made by Councilman Chris Moore, seconded by Councilman Darrel Dover, 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-08:059

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO AT 2206 AUSTIN DRIVE FOR THE PURPOSE OF CREATING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

Councilman Dover questioned whether every effort had been made to purchase the property. Chairman Street answered yes but the determination of the price to pay

may have to be decided by the court. He added the City doesn't have time to wait due to the court ordered deadline.

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-08:060

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO AT TRACT 1 PINES - SOUTH POND FOR THE PURPOSE OF CREATING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

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-08:061

A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF JONESBORO TO CONDEMN CERTAIN REAL PROPERTY LOCATED IN THE CITY OF JONESBORO AT 1415 CURTIS ROAD FOR THE PURPOSE OF CREATING A DETENTION POND.

Sponsors: Mayor's Office and Public Works

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-08:063

A RESOLUTION AMENDING RESOLUTION 2006:62 WHICH ESTABLISHED STANDARDS FOR ACQUISITION OF REAL PROPERTY

Sponsors: Mayor's Office and Public Works

Chairman Street explained that this resolution will standardize the appraisal process. He further explained the two closest appraisals will be used with the difference between them to determine the price.

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

4. Pending Items

Buildings - Mayor Formon

Long range facilities plan update: Ms. Misty Micenhamer stated they met on February 29 and there will be a presentation on the spatial study analysis at the April 15th Council meeting. She added they are going to try and meet again before the presentation. She added the consultant will make recommendations as to the City's needs.

Public Works - Erick Woodruff

Standard operating procedure: Public Works Director Erick Woodruff stated that they are getting closer and they are going through all of the code of ordinances to rewrite them so the changes can be added, which ties into the standard operating procedures. Mr. Brent Watkins is the new Assistant Chief Engineer and he will be the liaison between the Street and Engineering departments. Chairman Street stressed the importance of getting the procedures done and questioned when the procedures should be expected. Mr. Woodruff stated the procedures should be completed within the next three months.

5. Other Business**COM-08:024**

Discussion of Northview Subdivision (Lamb & Justy Dr.) as requested by Chad Jarrett, Owner.

Sponsors: Public Works

Attachments: [Chad Jarrett Letter of Request Justy & Lamb Dr Lamb & Justy Dr Survey & Maps](#)
[Lamb&Justy Drive northview subdivision](#)

Chairman Street stated that the City has a policy that was addressed by the City's attorneys which defines the actions the City can take concerning unfinished subdivisions. He added the road will have to be paved and the City will not pave it. Mr. Chad Jarrett stated he can't even get a straight answer as to who owns the road. He explained he purchased the last three lots, but not the road. Chairman Street noted MAPC approved the plan for the subdivision with the condition of the streets being paved and have curb and gutters. Mr. Jarrett indicated the City agreed to pay for half the cost of paving the road. Councilman Moore asked for a copy of the minutes that stated the City agreed to pay for half of the cost of the improvements, but Mr. Jarrett was unable to provide them. He stated he would get the information together and provide it. Chairman Street stated Mr. Jarrett will not be able to purchase a building permit to develop the lots until the street is paved. Ms. Jarrett noted someone in the area had just put up a detached carport two weeks ago and questioned how they were able to do that if they couldn't buy a building permit. Chairman Street stated a permit may not have been purchased and asked Mr. Woodruff to look into it. He added Mr. Jarrett might have legal recourse on the person who made the subdivision. Discussion was held as to who owns the road. Councilman Moore explained Mr. Jarrett would probably need a licensed surveyor to determine who owns the road. Chairman Street noted the City does not own the road since the City never took ownership of it.

This item was Read.

City Engineer - Craig Light

DFIRM maps: Mr. Light explained they have a self-imposed deadline to submit the maps to FEMA. He questioned whether anyone would like to view the maps before they are submitted. Chairman Street said he was comfortable with Mr. Light reviewing them before sending them to FEMA.

Lawson Road (Mt. Carmel to S. Culberhouse):

COM-08:031

Bridger Creek Drainage Improvements handout as given to the committee by City Engineer Craig Light at the April 1, 2008, Public Works Committee meeting.

Attachments: [Bridger Creek](#)

Mr. Light discussed the proposed plans for Bridger Creek, including the purchase of 57 acres of land with total project cost of \$3.4 million. Discussion was held concerning the project. Councilman Moore asked Mr. Light to put together costs for the maintenance costs for 20 years of the detention ponds. Mr. Light added Parks Director Jason Wilkie indicated the City could put parks in the ponds. Councilman Johnson questioned cleaning out Bridger Creek. Mr. Light explained the ditches have been cleared of vegetation. Councilman Province questioned whether it would help to straighten out the curves. Mr. Light explained the curves slow down the water, so the water would still get to the homes but just at a faster rate. Councilman Dover then questioned whether all three of the proposed detention ponds would have to be built at the same time. Mr. Light said not necessarily, but in order to get the full effect of the detention they would need to be built at the same time. It was asked for Mr. Light to consult City Attorney Crego concerning condemning the property that is in the county. Councilman Moore stated the City may have to work with the Quorum Court. Mr. Light noted there are 36 properties affected in the area, including 13 homes and 23 garages. Chairman Street asked for Mr. Light to put together the further information for the meeting next month.

This item was Read.

Lawson Road

Mr. Light stated that the Highway Department would like to move forward with the project and that they would like a letter from the City stating the City's intentions for the project. He explained that the City would have to buy the property and have the utilities moved for this project and that would cost \$1.2 million. Chairman Street stated that the grant is only good for one year and it will be another 10 years before the City could apply again for the grant. Discussion was held concerning the project. Mr. Light noted the City can write a letter to the Highway Department requesting a two-year extension on the project in order to purchase rights of way and to move utilities. He added the City could also abandon the project and just pay for the preliminary engineering fees. Councilman Province stated the City needs to look at where the road project is on the priority list for street projects. Mr. Light explained the City can draft a letter asking for a two-year extension for the project and not be penalized if the City decided not to move forward with the project. He further explained the last million spent will be the million from the Highway Department. Councilman Dover motioned, seconded by Councilman Moore, to authorize the Mayor to send a letter to the Highway Department asking for a two-year extension for the project to study the feasibility of the project. All voted aye.

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 stated that the lease is up at the end of April. He explained the lease amount will go up to \$6,500 a month for a six month term and after the lease amount will go up to \$7,500.

A motion was made by Councilman Chris Moore, seconded by Councilman Darrel Dover, that this Resolution be Recommended to the Finance & Administration Council Committee. The motion CARRIED by a Voice Vote.

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

Discussion concerning vacating Oliver Street by Nettleton Schools

Councilman Dover explained Nettleton Schools would like the City to vacate a portion of Oliver Street so the school can build a track for the students and community to use. Discussion was held concerning the plans for the track. Councilman Dover noted the school is the sole property owner on both sides of the street. Councilman Moore motioned, seconded by Councilman Johnson, for Nettleton Schools to proceed with vacating Oliver Street. All voted aye, with the exception of Councilman Dover who abstained from voting.

Flooding on Holden property

Mr. Larry Holden stated that his yard floods and he has to clean up debris in it from his yard. Chairman Street asked Mr. Woodruff to work with Mr. Holden regarding the problem.

Scanner for Engineering Department

Councilman Moore stated the Engineering department does not have a scanner in their department to scan blueprints. He explained they have to go down to the Planning office to scan documents and then have it emailed to them. He further explained a scanner would cost \$25,000. Councilman Dover motioned, seconded by Councilman Moore, to allow the Engineering Department to take bids on a large scanner and present the information to the Finance Committee. All voted aye.

6. Public Comments

Mr. Rick Tribble

Mr. Rick Tribble stated that he has a 20 foot strip of clay in his yard from the landfill. Mr. Woodruff stated as soon as there is good weather Cameron Construction will clean it up and grass the area in the landfill where the clay is coming from. Chairman Street asked Mr. Woodruff to get contact information from Mr. Tribble and to follow up on the problem. Mayor Formon then asked whether Cameron Construction cleaned up the area after problems with clay had been reported at a Council meeting several months ago. Mr. Tribble stated Cameron construction did nothing to his yard.

Lease for Huntington Building

Councilman Province stated Roy Cooper has been trying to negotiate with the City the purchase or lease of the Huntington Building in order to use the property. He asked for a determination be made. Mr. Woodruff stated they are using part of the building now. Ms. Micenhamer also noted Mr. Cooper has been working with Mr. Tony Thomas and there is a lease pending.

7. Adjournment

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

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