
MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday 6:30 pm
February 10th, 2015

On this date the City Council of the City of Conway, Arkansas met in regular session. The following members being a quorum were present and acting: Alderman Grimes, Alderwoman Mehl, Alderman Pruitt, Alderwoman Smith, Alderman Ledbetter, and Alderwoman Whitmore. Also, present and acting: City Clerk Michael Garrett, and City Attorney Chuck Clawson. Mayor Townsell, Alderman Jones, and Alderman Hawkins were not in attendance.

Call to Order: Shelia Whitmore
Roll Call: Michael O. Garrett

Minutes Approval: January 27th, 2015

Alderwoman Smith motioned to approve the minutes as submitted. Alderwoman Mehl seconded the motion. There was no discussion. The motion passed 6-0.

Alderman Grimes motioned Alderwoman Whitmore to serve as pro tempore. Alderwoman Mehl seconded the motion. The motion passed 6-0.

1. Report of Standing Committees:

A. Public Hearings:

1. Public Hearing – Utility Easement Closing (Tucker Creek Park Subdivision)

- a. Ordinance discuss the closing of the southerly 15 feet of the 25 foot utility easement located at the northwest corner of Lot 5, Tucker Creek Professional Park Subdivision.**

O-15-12

Alderwoman Whitmore opened the public hearing. Stephen Hogan, Tyler Surveying and Mapping Inc. employee, stated he is here to answer any questions. Alderwoman Smith motioned to waive the readings of the Ordinance. Alderwoman Mehl seconded the motion. Todd Ake, chairman of the Bicycle and Pedestrian Advisory Board, encouraged the council to consider pedestrians and their accessibility to trails when closing an easement. The motion passed 6-0. Alderwoman Smith motioned to adopt the ordinance. Alderwoman Mehl seconded the motion. There was no further discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Alderwoman Mehl, Alderman Pruitt, Alderwoman Smith, Alderman Ledbetter, and Alderwoman Whitmore. The motion passed 6-0.

B. Community Development Committee (Planning, Zoning, Permits, Community Development, Historic District, Streets, & Conway Housing Authority)

- 1. Resolution setting a public hearing to discuss closing the north 90 feet of the utility easement between Lots 1, 2, 17, and 18, Block 5, N.F. Ward Subdivision.**

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R-15-12

Aldерwoman Smith motioned to adopt the resolution. Aldерwoman Mehl seconded the motion. The motion passed 6-0. Aldерwoman Whitmore stated the public hearing is set for February 24th, 2015 at 6:30 pm.

- 2. Resolution requesting a certified lien be placed against property located at 1418 Davis Street for incurred expenses by the City.**

R-15-13

The property address is 1418 Davis Street; the cost of cleanup was \$167.43 (\$124.94 + Penalty \$12.49 + filing fee \$30.00). There was no one present to speak to this issue. Aldерwoman Smith motioned to adopt the resolution. Alderman Pruitt seconded the motion. The motion passed 6-0.

- 3. Ordinance to discuss the closing of the 13 feet of the 55 foot utility easement along the northern right of way of Bronnie Lane in the Conway Community Services re-plat.**

O-15-13

Bryan Patrick, Planning and Development Director, stated this easement only runs through the new hospital property and does not affect anybody else's property, so therefore the new hospital property owners' signatures were the only ones that were needed. Aldерwoman Smith motioned to waive the readings of the ordinance. Chuck Clawson, City Attorney, asked if there is a director of Conway Community Services who needs to sign off. Alex Bennett, EVP Development Advere Real Estate, Trophy Club, TX, stated yes. Mr. Clawson stated we had the same issue before. Mr. Bennett stated the issue last time was there were a number of surrounding property owners that were listed and Mayor Townsell had requested signatures from all of those owners but this easement does not encompass all of those properties. Mr. Clawson stated last time we approved it to be held in committee and asked for the signatures that are needed and Mayor Townsell would have the ability to not sign if we do not receive the signatures. Aldерwoman Whitmore suggested to approve this ordinance, subject to the signatures. Aldерwoman Smith motioned to waive the readings of the ordinance. Alderman Ledbetter seconded the motion. The motion passed 6-0. Aldерwoman Smith motioned to adopt the ordinance contingent on the needed signatures. Alderman Ledbetter seconded the motion. Aldерwoman Mehl asked if closing a utility easement prevents pedestrians from walking on it. Todd Ake, chairman of the Bicycle and Pedestrian Advisory Board, stated an easement provides a public access. Mr. Patrick stated this is a utility easement to strictly allow the laying of utilities or overhead lines and it would only be closing a portion of it. Aldерwoman Mehl stated she wanted to clarify because this concern was brought up in the O-15-12 public hearing. Mr. Patrick stated this is not available for citizens to walk on, it is only for utilities, but there is potential to add a walking trail. There was no further discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Aldерwoman Mehl, Alderman Pruitt, Aldерwoman Smith, Alderman Ledbetter, and Aldерwoman Whitmore. The motion passed 6-0.

- 4. Ordinance accepting and appropriating donation funds for the Conway Tree Board.**

O-15-14

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Alderman Smith motioned to waive the readings of the ordinance. Alderman Mehl seconded the motion. The motion passed 6-0. Alderman Smith motioned to adopt the ordinance. Alderman Mehl seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Mehl, Alderman Pruitt, Alderman Smith, Alderman Ledbetter, and Alderman Whitmore. The motion passed 6-0.

5. **Ordinance accepting and appropriating grant funds for the Conway Bicycle and Pedestrian Advisory Board.**

O-15-15

Alderman Smith motioned to waive the readings. Alderman Mehl seconded the motion. The motion passed 6-0. Alderman Smith motioned to adopt the ordinance. Alderman Mehl seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Mehl, Alderman Pruitt, Alderman Smith, Alderman Ledbetter, and Alderman Whitmore. The motion passed 6-0.

6. **Consideration to accept bids for the hangar building and fuel tanks at the old Cantrell Field Airport.**

Josh Zylks, Airport Manager, stated the evening of January 31st, 2015 we closed the old airport and the facility is now in preparation for the new development, however we had interest from several individuals to take down some of the old buildings and we took bids as none of those buildings would fit the design of the new airport. Mr. Zylks stated the winning bidder was Don Adamson for all of the buildings that received bids, buildings 3, 4, and 5, and he also won a 12,000 gallon jet A tank and a 12,000 gallon aviation gasoline tank. There was no discussion. Alderman Smith motioned to accept these bids. Alderman Ledbetter seconded the motion. The motion passed 6-0.

7. **Consideration to remove fixed asset (airport property) from the inventory listing for the City.**

Josh Zylks, Airport Manager, stated all of the buildings were brought into the city's inventory September 1st, 2014 when the city gained operation from Conway Aviation Services and we are asking council to remove everything on sight from inventory, except for the 2 large hangars and the terminal building. Mr. Zylks stated we are still trying to figure out other options for these hangars, as well as some associated equipment. Mr. Zylks stated he would like to offer the airfield lighting for donation to anyone within the Arkansas Airport Operators Association that may need it; the lighting system is old and the fixture are not compatible with the LED system at the new airport. There was no discussion. Alderman Smith motioned to approve to remove the fixed assets. Alderman Ledbetter seconded the motion. The motion passed 6-0.

8. **Consideration to approve the 2015 Street Improvement Projects.**

Finley Vinson, City Engineer, stated by his account the council has \$242,000.00 left to spend on street projects. Alderman Whitmore stated she and Alderman Jones had requested Mr. Vinson to consider an additional project that we could consider. Mr. Vinson stated yes, and Ward 4 has approximately \$60,000 left; he has several recommendations that he could make. Mr. Vinson explained he has spoken with Mayor Townsell about several projects that he has

in mind in the downtown area, but we are waiting to see if those come to fruition. Mr. Vinson stated one item he believes is crucial is the Van Ronkle-Box Culvert project; he believes the cost estimate is high for bidding it out, and if this is the case, we could use that money on another project. Mr. Vinson stated another project is the overlaying of Mill Pond Road, but he does not have a cost estimate on that, and \$60,000.00 would not be enough, but we could overlay until funds are exhausted. Mr. Vinson recommended improving the drain issues on Van Ronkle. Alderwoman Mehl asked how much money is allocated for each Ward. Mr. Vinson replied \$160,000.00. Alderwoman Smith asked what about the overlay on Smith Street downtown. Mr. Vinson stated he can add that in as it would be a good candidate for the \$900,000.00 when it becomes available. Alderman Grimes recommended adding Smith Street as it would not cost very much. Mr. Vinson stated he can put together a cost estimate and believes \$60,000.00 would cover that. Alderwoman Whitmore stated another issue is Mill Pond Road which has been neglected for a very long time, and asked if there are any other funds available for the downtown area so those funds could be used for Mill Pond Road. Mr. Vinson replied yes, that is possible. Mr. Vinson stated we have \$242,000.00 left after taking out the agreed upon projects which should be enough funds to overlay Mill Pond Road. Mr. Vinson stated Mill Pond Road is chip seal and is need of repair. Alderwoman Smith asked if we have enough funds in our account to add curb and gutter on Wescon Lane. Mr. Vinson stated he does not believe there will be enough funds for that. Alderwoman Smith asked Mr. Vinson to look into the cost of curb and gutter so council can decide how they want to move forward. Mr. Vinson asked council if they have \$20,000.00 left. Alderwoman Smith replied yes. Alderwoman Mehl stated she believes council would like the \$160,000.00 to be contributed to Meadowlake Road West to Washington Ave and to start working away from Washington Ave. Mr. Vinson stated when we take the \$160,000.00 and the extra \$20,000.00 that we discussed, possibly using for curb and gutter, which leaves us is the \$60,000.00 for Mill Pond Road. Alderwoman Smith motioned to accept the Street Dept. improvement projects. Alderman Pruitt seconded the motion. There was no further discussion. The motion passed 6-0.

C. Public Services Committee (Sanitation, Parks & Recreation & Physical Plant)

1. Consideration to approve the bid for a backup generator and automatic transfer switch for the VFWRF Site.

Lloyd Hartzell, Director of Information Technology, recommends the low bid from Robert Bailey Electric, Inc. in the amount of \$34,400.00. Alderwoman Smith motioned to accept the low bid. Alderwoman Mehl seconded the motion. There was no discussion. The motion passed 6-0.

2. Ordinance waiving competitive bid requirements to utilize a sole source vendor to purchase a hazmat command system for the Conway Fire Department.

O-15-16

Mike Winter, Fire Chief, stated this equipment purchase is a part of the homeland security grant that we were awarded and we are asking for the sole source vendor for 3 reasons: maintenance, service, and training that is required; this is the only distributor that is in Little Rock so it saves money on travel. Alderwoman Smith motioned to waive the readings. Alderman Ledbetter seconded the motion. The motion passed 6-0. Alderwoman Smith motioned to adopt the ordinance. Alderman Ledbetter seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes,

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Alderman Mehl, Alderman Pruitt, Alderman Smith, Alderman Ledbetter, and Alderman Whitmore. The motion passed 6-0.

3. **Ordinance accepting and appropriating donation funds for the Animal Welfare Unit.**

O-15-17

Jody Spradlin, Police Dept., stated these are reimbursement funds from Pet Smart Charities Rescue Waggin' services. Alderman Smith motioned to waive the readings of the ordinance. Alderman Ledbetter seconded the motion. The motion passed 6-0. Alderman Smith motioned to adopt the ordinance. Alderman Ledbetter seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Mehl, Alderman Pruitt, Alderman Smith, Alderman Ledbetter, and Alderman Whitmore. The motion passed 6-0.

4. **Ordinance appropriating reimbursement funds from various entities for Conway Police Department.**

O-15-18

Jody Spradlin, Police Dept., explained the reimbursements are for extra duty, overtime, insurance proceeds, and donations. Alderman Smith motioned to waive the readings of the ordinance. Alderman Pruitt seconded the motion. The motion passed 6-0. Alderman Smith motioned to adopt the ordinance. Alderman Ledbetter seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Mehl, Alderman Pruitt, Alderman Smith, Alderman Ledbetter, and Alderman Whitmore. The motion passed 6-0.

5. **Ordinance authorizing the elimination of a position and to reclassify a Police Fleet Manager position within the Conway Police Department.**

O-15-19

Jody Spradlin, Police Dept., stated we are requesting to eliminate a secretary position and reclassify a portion of that money to the Police Fleet Manager, Charles Holland, ASE certified mechanic, who manages approximately 115 vehicles. Mr. Spradlin stated Mr. Holland has done an outstanding job for the last 3 years and has saved us approximately \$18,000.00 last year by finding lower prices on repairs and doing repairs himself. Mr. Spradlin explained these savings allowed us to purchase another vehicle. Mr. Spradlin stated we would like to eliminate the secretary position and raise Mr. Holland's salary in line with other fleet managers in the area as well as the Sanitation Dept.'s fleet manager salary. Alderman Smith motioned to waive the readings of the ordinance. Alderman Mehl seconded the motion. The motion passed 6-0. Alderman Smith motioned to adopt the ordinance. Alderman Mehl seconded the motion. Alderman Mehl asked if this reclassification is in accordance with the range of the JESUP study. Mr. Spradlin replied yes, I believe it is. There was no further discussion. The clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Mehl, Alderman Pruitt, Alderman Smith, Alderman Ledbetter, and Alderman Whitmore. The motion passed 6-0.

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Adjournment

PASSED this 10th day of February 2015

APPROVED:

Mayor Tab Townsell

City Clerk Michael O. Garrett