

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday, 6:30 pm
March 10, 2020

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: Councilman Hawkins, Councilman Grimes, Councilwoman Mehl, Councilman Jones, Councilwoman Isby, Councilman Pruitt and Councilwoman Smith. Councilman Ledbetter was absent. Also, present and acting: Mayor Bart Castleberry, City Clerk Michael Garrett and City Attorney Chuck Clawson.

Call to Order: Mayor Bart Castleberry

Roll Call: Michael O. Garrett, City Clerk

Minutes: February 25, 2020

Councilwoman Smith motioned to approve the **February 25, 2020** minutes as submitted. Councilwoman Isby seconded the motion. There was no discussion. The motion passed 8-0.

Report of Standing Committees:

A. Community Development Committee (Airport, Community Development, Planning & Development, Permits & Inspection (Code Enforcement), Historic District Commission, Transportation)

1. Update from the Bicycle & Pedestrian Advisory Board.

Joyia Yorgey, Chairman, addressed the Council with an update on the activities of the Board. She introduced the Council to the new mission of the Board going into 2020, and that is to have Conway, Arkansas become a community in which bicyclists and pedestrians of all ages and abilities are able to safely navigate and recreate along streets and trails to destinations across the City. She invited the Council and the City to join in their mission. She thanked the Council for their support for the many projects that the Bicycle & Pedestrian Board have advocated for, and stated that additional recent and future grant successes bringing additional funds into the City to help them achieve their goals. Councilman Grimes thanked Ms. Yorgey for the work they have done. Mayor Castleberry stated that sometimes grant funding is hindered because the City does not have a full-time staff person in this area and asked Ms. Yorgey thoughts on this matter. Ms. Yorgey stated that they would always advocate for greater staff support but because they are a volunteer board there is only so much they can do. She added that a full-time grant writer for the City would be of great help in securing grants. Mayor Castleberry thanked Ms. Yorgey for her time updating the Council on the Bicycle & Pedestrian Board.

2. Resolution setting a public hearing to discuss the closing of a portion of a drainage easement on Lot 27 in Matthews Meadows Subdivision, Phase 11.

R-20-14

Councilman Hawkins presented Item A2 to the Council. Councilwoman Isby made a motion to adopt the Resolution and Councilwoman Smith seconded it. The Clerk called for a vote. The Resolution passed 7-0.

3. Resolution to approve the purchase of a street sweeper for the Transportation Department.

R-20-15

Councilman Hawkins presented Item A3 to the Council. Jamie Brice stated that this is a procurement contract through Sourcewell and asked the Council to approve the mid-quote because it offered more options as far as repair and maintenance. Mayor Castleberry asked if this would be a replacement or an addition. Finley Vinson, Transportation Director, stated that the department has two street sweepers that are operational, and that this new machine would replace the one that is ten years old. Councilwoman Smith made a motion to adopt the Resolution and Councilwoman Isby seconded it. The Clerk called for a vote. The Resolution passed 7-0.

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B. Public Service Committee (Sanitation, Parks & Recreation & Physical Plant)

1. Ordinance authorizing a change in staffing levels for the Physical Plant Department.

O-20-15

Mayor Castleberry presented Item B1 to the Council. Spencer Clawson, Physical Plant addressed the Council stating that he needed to hire an additional Custodian II position in order to maintain City properties effectively. He added that this change would require a budget adjustment in the amount of \$39,779 for salary and benefits for a Custodian II position. Councilwoman Smith moved to waive the three readings and Councilman Jones seconded it. The motion carried 7-0. Mayor Castleberry added that quotes were solicited for a cleaning service for the new City Hall and it was determined to be cost prohibitive. Councilwoman Smith made a motion to adopt the Ordinance and Councilwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Councilwoman Mehl, Councilman Jones, Councilwoman Smith, Councilman Hawkins, Councilman Grimes, Councilman Pruitt, and Councilwoman Isby. The Ordinance passed 7-0.

2. Consideration to approve the removal of inventory from fixed assets (vehicles & equipment) for the Department of Sanitation.

Mayor Castleberry presented Item B2 to the Council. Joe Hopper, Director of the Sanitation Department asked the Council to approve the removals which are in line with the replacement schedule for the department. Councilwoman Smith made a motion to approve the request and Councilwoman Isby seconded it. The Consideration was approved 7-0.

3. Resolution to approve the purchase of a John Deere 700K Dozer for the Department of Sanitation.

R-20-16

Mayor Castleberry presented Item B3 to the Council. Mr. Hopper noted to the Council that the dozer being requested was to replace the two dozers that were removed from inventory in the previous item. Councilwoman Smith motioned to adopt the Resolution and Councilwoman Isby seconded it. The Clerk called for a vote. The Resolution passed 7-0.

C. Personnel

1. Ordinance authorizing the reclassification of positions in the Human Resources Department.

O-20-16

Mayor Castleberry presented Item C1 to the Council. Lisa Mabry-Williams addressed the Council stating that based on the amount of duties and responsibilities assigned to the current Administrative Assistant II, she asked that the position be re-classified to Human Resources Manager. Councilwoman Smith made a motion to waive the three readings and Councilwoman Isby seconded it. The motion carried 7-0. Councilwoman Smith made a motion for adoption and Councilwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Councilman Pruitt, Councilman Grimes, Councilwoman Mehl, Councilwoman Smith, Councilman Jones, Councilwoman Isby and Councilman Hawkins. The Ordinance passed 7-0.

There was no further discussion. The meeting was adjourned.

Adjournment-----

PASSED this 10th day of March 2020

APPROVED:

Mayor Bart Castleberry

City Clerk Michael O. Garrett