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MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

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Conway, Arkansas  
Tuesday 6:30 pm  
October 14, 2014

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 Hawkins, Alderman Grimes, Alderwoman Mehl, Alderman Pruitt, Alderman Ledbetter, Alderwoman Smith, Alderman Jones, and Alderwoman Whitmore. Also, present and acting: Mayor Tab Townsell, City Attorney Michael Murphy, and City Clerk Michael Garrett.

**Call to Order: Mayor Tab Townsell**  
**Roll Call: City Clerk/Michael O. Garrett**

**Minutes Approval: September 23, 2014**

Alderwoman Smith motioned to approve the minutes as submitted. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

**1. Public Hearings:**

**A. Public Hearing**

- 1. Public Hearing/Ordinance to discuss the closing of a 20 foot sewer and utility easement located in LOT 1, Coulson-RoadRunner Addition.**

**O-14-89**

Mayor Townsell opened the public hearing. No one was present to speak to the issue. Mayor Townsell closed the public hearing. Alderwoman Mehl motioned to waive the readings of the ordinance. Alderman Hawkins seconded the motion. The motion passed 8-0. Alderman Jones motioned to adopt the ordinance. Alderwoman Smith seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Pruitt, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Smith, and Alderman Jones, and Alderwoman Whitmore. The motion passed 8-0.

**2. Report of Standing Committees:**

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

- 1. Resolutions requesting the Faulkner County Tax Collector place a certified lien on certain properties as a result of incurred expenses by the City.**

**R-14-36**

Alderman Hawkins stated the property address is 66 Briarwood Circle; the cost of cleanup was \$232.51 (\$184.10 + Penalty \$18.41 + filing fee \$30.00). There was no one present to speak to this issue. Alderwoman Whitmore motioned to adopt the resolution.

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Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

Mayor Townsell explained that the lien on 517 Watkins has been paid. Alderwoman Smith motioned to remove this item from the agenda. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

Alderman Hawkins stated the property address is 4 Water Oak. City Attorney Chuck Clawson asked council to hold this item in committee for an additional two (2) weeks to allow time to work this out with Mr. Carter. Alderwoman Smith motioned to hold this item in committee. Alderman Grimes seconded the motion. There was no discussion. There was no discussion. The motion passed 8-0.

**2. Ordinance accepting federal funding and appropriating grant revenue funds to the Community Development Block Grant Program.**

**O-14-90**

Alderwoman Mehl motioned to waive the readings of the ordinance. Alderman Grimes seconded the motion. There was no discussion. The motion passed 8-0. Alderman Jones motioned to adopt the ordinance. Alderwoman Smith seconded the motion. Mayor Townsell stated this is the exact funding plan previously discussed. There was no further discussion. The ordinance accepts \$417,514.00 in grant proceeds from HUD for FY 2014. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Pruitt, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Smith, and Alderman Jones, and Alderwoman Whitmore. The motion passed 8-0. The projects are as follows:

Pine Street Area Revitalization	\$82,000.00
Independent Living Services	\$74,000.00
Soul Food Café	\$62,000.00
HAVEN	\$25,000.00
Faulkner County Day School	\$13,907.00
Community Service	\$ 7,000.00
Boys & Girls Club of Faulkner Co.	\$10,000.00
Faulkner County Council on Aging	\$15,901.00
Faulkner Co. Council on Developmental Disabilities	\$20,000.00
Faulkner County Day School	\$10,000.00
Women's Shelter of Central Arkansas	\$ 5,000.00
Administration	<u>\$81,202.00</u>
<b>Total</b>	<b>\$406,010.00</b>

**3. Consideration to approve the 2014 CDBG contracts.**

Alderwoman Smith motioned to approve entering into all of the 2014 CDBG contracts. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0. The contracts are listed above with Ordinance No. O-14-90.

**4. Ordinance accepting and appropriating reimbursement funds for the Administration Dept.**

**O-14-91**

Alderman Mehl motioned to waive the readings of the ordinance. Alderman Jones seconded the motion. The motion passed 8-0. Mayor Townsell stated this is reimbursement back to the city from the Arkansas Municipal League (AML) for his travel to the 2014 NLC TIS Summer Policy Forum. Alderman Mehl motioned to adopt the ordinance. Alderman Jones seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Pruitt, Alderman Mehl, Alderman Ledbetter, Alderman Smith, and Alderman Jones, and Alderman Whitmore. The motion passed 8-0.

**5. Consideration to approve the nomination of Gary Cox for the Conway Housing Authority Board.**

Alderman Hawkins motioned to approve the nomination of Gary Cox. Alderman Smith seconded the motion. There was no discussion. The motion passed 8-0.

**6. Resolution to amend Resolution R-14-26 to accept maintenance, operations, and right of way State Highway 60 Spur (South Donaghey Avenue) from the AHTD.**

Alderman Hawkins motioned to hold this item in committee at the request of City Engineer Finely Vinson. Alderman Smith seconded the motion. There was no discussion. The motion passed 8-0.

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

**1. Consideration to enter into an agreement with Terracon for the Conway Sanitation Department.**

Cheryl Harrington, Sanitation Director, explained Terracon Consultants is a landfill engineering consulting firm responsible for making sure the City and the Sanitation Dept. are in compliance with all State of Arkansas requirements, i.e. water testing, annual reports, CNG project, etc. Alderman Pruitt inquired about the cost as he does not see that listed. Ms. Harrington stated we use them for annual testing, proposals, etc., and as needed for unexpected needs that arise throughout the year; costs can be negotiated if necessary. Alderman Smith motioned to enter into this agreement. Alderman Jones seconded the motion. Mayor Townsell stated this is a five (5) year agreement. There was no further discussion. The motion passed 8-0.

**2. Ordinance appropriating insurance proceeds funds received for the Conway Parks Department.**

**O-14-92**

The amount of insurance proceeds being accepted is \$543.00 from INS Insurance Inc. Alderman Mehl motioned to waive the readings of the ordinance. Alderman Grimes seconded the motion. The motion passed 8-0. Alderman Smith motioned to adopt the ordinance. Alderman Grimes seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman

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Hawkins, Alderman Grimes, Alderman Pruitt, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Smith, and Alderman Jones, and Alderwoman Whitmore. The motion passed 8-0.

**3. Consideration to enter into an agreement with Crafton, Tull & Associates for on call roundabout landscape and irrigation design for a two year period.**

Mayor Townsell explained after building many roundabouts we determined a need for an organized effort for the design, landscaping, and beautifying, according to a plan determined by a committee that would meet city standards. Mayor Townsell stated this will be an ongoing relationship for a period of 2 years at a cost of \$5,750.00 for each roundabout request, with reimbursable expenses not to exceed \$500.00; \$6,250.00 at the most. Alderwoman Smith motioned to enter into this agreement. Alderman Hawkins seconded the motion. There was no discussion. The motion passed 8-0.

**4. Consideration to enter into an agreement with the AML for a temporary facility agreement.**

Mayor Townsell explained this agreement would allow the Arkansas Municipal League (AML) temporary office location, at our facility located at the McGee Center (3800 College Avenue), if a disaster were to occur prohibiting them from using their facility, allowing them to continue to provide a continuity of services to cities across the state; Conway would be the second in line per this agreement, for a period of ninety days (90) that could be extended another 90 days. The daily room rental is \$100.00 for a large room and \$50.00 for a small room. Mayor Townsell noted the agreement will need to be amended by changing the name of "City of North Little Rock" to "City of Conway" in the first sentence of the agreement. Alderwoman Smith motioned to enter into this agreement. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

**C. Public Safety Committee (Police, Fire, District Court, CEOC, Information Technology, City Attorney, & Animal Welfare)**

**1. Ordinance to award retired personnel from the Conway Fire Department their duty weapon.**

**O-14-93**

Fire Chief Mike Winter explained we currently have nine (9) firefighters that are deputized in some manner who carry their weapons while on duty; four (4) being Fire Marshalls. Chief Winter explained instead of coming to council each time one of these employees retiree, we can award them their duty weapon automatically. Alderwoman Mehl motioned to waive the readings of the ordinance. Alderman Grimes seconded the motion. The motion passed 8-0. Alderman Jones motioned to adopt the ordinance. Alderwoman Smith seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Pruitt, Alderwoman Mehl, Alderman Ledbetter, Alderwoman Smith, and Alderman Jones, and Alderwoman Whitmore. The motion passed 8-0.

**D. Personnel**

**1. Consideration to approve the Health Benefits for 2015.**

Mayor Townsell explained we have open offer for health benefits from the Arkansas Municipal League (AML). Mayor Townsell explained we have a 2015 renewal rate, from Health Advantage, that is a 27.6% increase over 2014. Mayor Townsell stated we can go with AML, which will realize a cost savings against our current 2014 benefit before that 27.6% increase, or we can take it to bid. Mayor Townsell stated if we bid it, we will likely not to get the same rate from the AML and based on our conversation coming out of our committee meeting, he likes the certainty of knowing where our budget number will be on health insurance; we have a wonderful opportunity to take advantage of right now, as this is where the Mayor prefers to go. Alderwoman Smith motioned to approve the Municipal League Health Benefit Fund (MLHBF) for medical insurance. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 7-0-1. Alderman Hawkins voted present. Don Zimmerman, Arkansas Municipal League, asked if the city was accepting the life and ADD insurance from the League. Mayor Townsell stated no. After some discussion regarding retiree health benefits Alderman Hawkins stated the city would be well served to take a look at a wellness program for our employees, because until and unless we help our employees get in better condition we will continue to have issues with our health insurance program. Mayor Townsell concurred.

**E. Finance**

**1. Consideration to dispose of certain inventory from the fixed asset listing from various departments.**

Mayor Townsell stated it is not as much as shown, only items in the first three (3) sections on first half of the first page; these will be disposed of as state law allows. Alderman Hawkins motioned to approve the disposal of these mentioned items. Alderwoman Mehl seconded the motion. There was no discussion. The motion passed 8-0. The items being disposed are listed below:

- **Fire Department**
  - External Defibrillator
  - Thermal Image Camera (8)
  
- **Police Department**
  - 2007 Ford Crown Victoria
  - 2007 Ford Crown Victoria
  - 2008 Ford Crown Victoria
  - 2005 Ford Crown Victoria
  - 1998 Chevrolet Lumina
  - 1996 Chevrolet Lumina
  - 1998 Ford Crown Victoria
  - 2005 Ford Crown Victoria
  - 2005 Ford Crown Victoria
  
- **Sanitation Department**
  - Husquavarna Riding Mower
  - 2003 Chevrolet Truck
  - 2004 ¾ Ton Truck

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- 2005 Chevrolet Truck

*Adjournment*

**PASSED this 14<sup>th</sup> day of October 2014**

**APPROVED:**

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**Mayor Tab Townsell**

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**City Clerk Michael O. Garrett**