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MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

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Conway, Arkansas  
Tuesday, 6:30 pm  
November 14, 2017

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, Alderwoman Smith, Alderman Pruitt and Alderwoman Isby. Also, present and acting: City Attorney Chuck Clawson, Mayor Bart Castleberry and City Clerk Michael Garrett. Alderman Ledbetter and Alderman Jones were not present.

**Call to Order: Mayor Bart Castleberry**

**Roll Call: Michael O. Garrett**

**Minutes: October 24, 2017, November 3<sup>rd</sup> Special Meeting**

Alderwoman Isby motioned to approve the **October 24, 2017 and November 3<sup>rd</sup> Special Meeting** minutes as submitted. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 6-0.

**Presentation of the FY2016 Audit by BKD**

Mr. Andrew Richards with BKD presented the results of the 2016 Audit for the City of Conway.

**1. Report of Standing Committees:**

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

**1. Resolution setting a public hearing to abandon the entirety of the north south alley in Block 6, Burns Addition. R-17-57**

Alderman Hawkins presented Item A1 to the Council, stating that November 28<sup>th</sup> was the date for the public hearing. Alderwoman Smith moved to adopt the Resolution and Alderwoman Isby seconded. The motion to set the public hearing passed 6-0.

**2. Resolution setting a public hearing to abandon the entirety of the north south alley in Block 8, Burns Addition. R-17-58**

Alderman Hawkins presented Item A1 to the Council, stating that November 28<sup>th</sup> was the date for the public hearing. Alderwoman Smith moved to adopt the Resolution and Alderwoman Isby seconded. The motion to set the public hearing passed 6-0.

**3. Resolution requesting the Faulkner County Title Collector place a certified lien on property located at 1685 Amelia Drive as a result of incurred expenses by the City.**

Alderman Hawkins presented Item A3 stating that the amount had been paid in full by the property owner.

**4. Resolution requesting the Faulkner County Title Collector place a certified lien on property located at 255 Garland as a result of incurred expenses by the City.**

**R-17-59**

Alderman Hawkins presented Item A4 to the Council. There was no one present to represent the property owner. Alderwoman Isby moved to adopt the Resolution and Alderwoman Smith seconded. The Resolution was passed 6-0.

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**5. Ordinance accepting and appropriating funds for the Spencer Street Brownfield Cleanup project administered by the Planning and Development Department.**

**O-17-123**

Alderman Hawkins presented Item A5 to the Council. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded it. There was no further discussion. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderman Grimes, Alderman Pruitt, Alderwoman Isby, Alderwoman Mehl, Alderwoman Smith and Alderman Hawkins. The Ordinance passed 6-0.

**6. Ordinance renaming a portion of South Amity Road to Crain Drive**

**O-17-124**

Alderman Hawkins presented Item A6 to the Council. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. There was no further discussion. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Isby, Alderman Grimes, Alderman Pruitt, Alderman Hawkins, Alderwoman Smith, and Alderwoman Mehl. The Ordinance passed 6-0.

**7. Consideration to dispose of assets from inventory for the Street and Engineering Department.**

Alderman Hawkins presented Item A7 to the Council. Jamie Brice, Purchasing Manager stated that the items on the list of assets had little to no book value. Nevertheless, an attempt would be made to sell the items that still had some usefulness. Alderman Grimes stated that the dates on many of the items dated back to the 1990's, indicating that the City has been good stewards of its property. Alderwoman Smith made a motion to approve this disposal and Alderwoman Isby seconded it. The motion passed 6-0.

**8. Consideration to grant a permanent access, utility and sidewalk easement to be constructed to allow access to and from the adjacent 6<sup>th</sup> Street for the Street and Engineering Department.**

Alderman Hawkins presented Item A8 to the Council. Finley Vinson was present to address the Council stating that due to some realignment of 6<sup>th</sup> street, a remnant was created diminishing the easement to Mr. Tyler's property. Alderman Smith made a motion to approve the consideration and Alderwoman Isby seconded it. There was no further discussion. The motion passed 6-0.

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

**1. Ordinance appropriating funds for the Bean Street Improvements for the Parks and Recreation Department.**

**O-17-125**

Mayor Castleberry presented Item B1 to the Council. Steve Ibbotson was present to explain to the Council that \$75,000 was the projected amount to complete the parking lot needed for the Bean Street project. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded it. There was no further discussion. Alderwoman Smith made a motion to adopt the Ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Mehl, Alderwoman Smith, Alderman Grimes, Alderman Hawkins, Alderman Pruitt, Alderman Jones, and Alderwoman Isby. The Ordinance passed 6-0.

**C. Public Safety Committee (Police, Fire, District Court, Animal Welfare Unit, Communication Emergency Operations Center, Information Technology, & City Attorney)**

**1. Ordinance appropriating funds received from Walmart for the Conway Fire Department.**

**O-17-126**

Mayor Castleberry presented Item C1 to the Council. Chief Cardin was present to address the Council stating that the grant funds from Walmart would be used to purchase training equipment and supplies for the Conway Fire Department. Alderwoman Smith made a motion to waive the three readings and

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Alderwoman Isby seconded it. There was no further discussion. Alderwoman Isby made a motion to adopt the ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Pruitt, Alderwoman Mehl, Alderman Grimes, Alderman Hawkins, Alderwoman Smith, and Alderwoman Isby. The Ordinance passed 6-0.

**2. Ordinance to accept grant proceeds received from the Arkansas Department of Emergency Management for the Conway Fire Department.**

**O-17-127**

Mayor Castleberry presented Item C2 to the Council. Chief Cardin stated that this is a grant for \$337,500 to purchase a robot, replacing a robot that was purchased in 2003. Some of the funds will pay for expenses for two detectives to attend FBI Bomb School in Huntsville, AL. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion passed 6-0. Alderwoman Isby made a motion to adopt the ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderwoman Isby, Alderman Pruitt, Alderman Hawkins, Alderman Grimes and Alderwoman Mehl. The Ordinance passed 6-0.

**3. Consideration to approve the disposal of assets from inventory for the Animal Welfare Unit.**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin asked to remove an Animal Transport Box from inventory. Alderwoman Smith made a motion to approve the removal of the assets and Alderwoman Isby seconded. The motion passed 6-0.

**4. Consideration to approve the disposal of assets from inventory for the Conway Police Department.**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin asked to remove e-waste materials of no value from inventory. Alderwoman Isby moved to approve the request and Alderwoman Smith seconded. The motion to approve passed 6-0.

**5. Ordinance appropriating reimbursements funds from various entities for the Conway Police Department.**

**O-17-128**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin stated that this is a general accounting ordinance. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion passed 6-0. There was no further discussion. Alderwoman Isby made a motion to adopt the ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderwoman Isby, Alderwoman Smith, Alderwoman Mehl, Alderman Pruitt, Alderman Hawkins, and Alderman Grimes. The Ordinance passed 6-0.

**6. Ordinance appropriating grand funds received from Justice Assistance Grant (JAG) for the Conway Police Department.**

**O-17-129**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin stated that this is the 2016 JAG grant that is split with the Sheriff's Office 50/50. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion passed 6-0. There was no further discussion. Alderwoman Isby made a motion to adopt the ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Grimes, Alderwoman Isby, Alderman Hawkins, Alderman Pruitt, Alderwoman Mehl, and Alderwoman Smith. The Ordinance passed 6-0.

**7. Ordinance appropriating funds to the Conway Police Department for Operation Shop Secure.**

**O-17-130**

Mayor Castleberry presented Item C3 to the Council. Chief Jody Spradlin stated that this grant is for Operation Shop Secure and provides overtime funding for officers to provide coverage at shopping areas from Black Friday through Christmas Eve. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion passed 6-0. There was no further discussion. Alderwoman Smith made a motion to adopt the ordinance and Alderwoman Isby seconded it. The Clerk called the roll

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with the following voting "Aye": Alderman Hawkins, Alderwoman Isby, Alderman Pruitt, Alderman Grimes, Alderwoman Smith, and Alderwoman Mehl. The Ordinance passed 6-0.

**D. Personnel**

**1. Ordinance adopting the procurement card policy and procedures handbook for the City of Conway.**

**O-17-131**

Mayor Castleberry presented Item D1 to the Council. Jamie Brice, Purchasing Manager asked that the procedures be added to the handbook for the City of Conway. Alderwoman Isby made a motion to waive the three readings and Alderwoman Smith seconded. The motion passed 6-0. There was no further discussion. Alderwoman Isby made a motion to adopt the ordinance and Alderwoman Smith seconded it. The Clerk called the roll with the following voting "Aye": Alderman Pruitt, Alderman Hawkins, Alderwoman Isby, Alderwoman Mehl, Alderman Grimes, and Alderwoman Smith. The Ordinance passed 6-0.

**2. Ordinance appropriating funds for an Employee Appreciation Bonus for City employees.**

**O-17-132**

Mayor Castleberry presented Item D2 to the Council. Alderwoman Smith made a motion to waive the three readings and Alderwoman Isby seconded. The motion passed 6-0. There was no discussion. Alderwoman Smith made a motion to adopt the ordinance and Alderwoman Isby seconded it. The Clerk called the roll with the following voting "Aye": Alderman Pruitt, Alderwoman Mehl, Alderman Grimes, Alderwoman Isby, Alderwoman Smith, and Alderman Hawkins. The Ordinance passed 6-0.

There was no further discussion. The meeting was adjourned.

**Adjournment**

*PASSED this 14<sup>th</sup> Day of November 2017*

**APPROVED:**

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*Mayor Bart Castleberry*

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*City Clerk Michael O. Garrett*