
MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

Conway, Arkansas
Tuesday 6:30 p.m.
March 6, 2008

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

1. *Call to Order*
2. *Roll Call*
3. *Minutes: February 26th, 2008*

Alderwoman Smith motioned to approve the February 26, 2008 minutes as submitted. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

4. *Recognition of Guests: None*
5. *Public Hearings: None*
6. *Report of Standing Committees:*

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

1. **Consideration of accepting bids for clean-up at property located at 1470 Wildflower Drive.**

Alderman Bell motioned to approve the low bid from Poor Boy's Handyman Service in the amount of \$4,300.00. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

2. **Consideration of bids for Tyler Street Improvements (Eve Lane to Centennial West Subdivision).**

Ronnie Hall, City Engineer, was present to answer questions. Mayor Townsell stated the recommendation is to accept the low bid from JCI Construction in the amount of \$690,997.00. Alderwoman Smith motioned

to accept the low bid. Alderman Bell seconded the motion. There was no discussion. The motion passed 8-0.

3. Ordinance appropriating funds for Tyler Street Improvements.

O-08-23

Alderwoman Smith motioned to waive the readings of the ordinance. Alderwoman Whitmore seconded the motion. The motion passed 8-0. Alderwoman Smith motioned to adopt the ordinance. Alderwoman Whitmore seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Vaught, Alderwoman Smith, Alderman Bell, Alderman Jones, Alderwoman Whitmore, and Alderwoman Mehl. The motion passed 8-0.

4. Ordinance appropriating funds for the entry to Guy Murphy Industrial Park.

O-08-24

Alderwoman Smith motioned to waive the readings of the ordinance. Alderwoman Whitmore seconded the motion. The motion passed 8-0. Alderwoman Smith motioned to adopt the ordinance. Alderwoman Whitmore seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderman Hawkins, Alderman Grimes, Alderman Vaught, Alderwoman Smith, Alderman Bell, Alderman Jones, Alderwoman Whitmore, and Alderwoman Mehl. The motion passed 8-0.

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

1. Consideration of a request from Diamond Ice Company of Arkansas to provide ice to the Conway Parks & Recreation Dept.

Brian Knopp, Parks Director, stated that Diamond Ice Company of Arkansas has proposed to provide the city with a new ice machine and charge us .75 cents per bag; the city can then sell the ice for an undetermined amount. Mr. Knopp explained there is a machine at the soccer park now but we do not create enough volume to make the ice and then sell it. This would be of no cost to the city and would be done on a

trial basis. Mayor Townsell explained in order to pursue this we would first need to waive bids and declare a sole source vendor. The council agreed this would be worth pursuing.

- 2. Ordinance appropriating funds for the Parks & Recreation Dept. for reimbursement from the 2008 Sweetheart Shootout Soccer Tournament and to purchase (3) compartment sinks for the First State Soccer Park concession stands.**

O-08-25

Aldерwoman Whitmore motioned to waive the readings of the ordinance. Aldерwoman Smith seconded the motion. The motion passed 8-0. Aldерwoman Smith motioned for adoption of the ordinance. Aldерwoman Whitmore seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Aldерman Hawkins, Aldерman Grimes, Aldерman Vaught, Aldерwoman Smith, Aldерman Bell, Aldерman Jones, Aldерwoman Whitmore, and Aldерwoman Mehl. The motion passed 8-0.

C. Public Safety Committee (Police, CEOC, IT Technology, Fire, Dist. Court & City Att., & Animal Control)

- 1. Ordinance appropriating revenue funds to the Animal Welfare Unit.**

O-08-26

Mayor Townsell stated the amount should be changed to \$3,211.08 as more money has been received. Aldерwoman Smith motioned to waive the readings of the ordinance. Aldерman Bell seconded the motion. the motion passed 8-0. Aldерman Bell motioned to adopt the ordinance. Aldерwoman Whitmore seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Aldерman Hawkins, Aldерman Grimes, Aldерman Vaught, Aldерwoman Smith, Aldерman Bell, Aldерman Jones, Aldерwoman Whitmore, and Aldерwoman Mehl. The motion passed 8-0.

- 2. Consideration of accepting the bids for the replacement of the roof on the Westin Technology Building.**

Lloyd Hartzell, Conway IT Director, was present to answer questions. Mayor Townsell stated the recommendation is to accept the low bid from

Fraleay Roofing Inc. in the amount of \$11,800.00. Alderwoman Smith motioned to accept the low bid. Alderman Bell seconded the motion. There was no discussion. The motion passed 8-0.

3. Ordinance appropriating funds to replace the roof at the Westin Technology Building.

O-08-27

Alderwoman Smith motioned to waive the readings of the ordinance. Alderwoman Whitmore seconded the motion. The motion passed 8-0. Alderman Bell 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 Vaught, Alderwoman Smith, Alderman Bell, Alderman Jones, Alderwoman Whitmore, and Alderwoman Mehl. The motion passed 8-0.

4. Consideration of the reclassification of Information Technology/Communications Support Department positions to the appropriate title and compensation level based on job duties and responsibilities.

Lloyd Hartzell, IT Director, was present to answer questions. Mayor Townsell stated there are currently two open positions, a Communications Coordinator and a Secretary. Mayor Townsell the recommendation is to reclassify the current Administrative Assistant I position to an Administrative Assistant II position, change the open position of Communications Coordinator to Communications Coordinator I position with a pay scale that would be lower, reclassify the current Communications Coordinator position to a Communications Coordinator II position with no pay increase, and reclassify the current Secretary position to a Computer Tech I position. The total net increase would be \$1,749.00. Alderman Bell motioned to approve the position changes. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

5. Ordinance appropriating funds for specialty advertising, consultant service's and assessor expenses for entry level fire fighter and police officer and promotional fire fighter testing services related to the Civil Service Commission.

O-08-28

Mayor Townsell explained these expenses are somewhat unpredictable and the amount needed is \$4,455.00. Alderman Bell motioned to waive the readings of the ordinance. Alderwoman Whitmore seconded the motion. The motion passed 8-0. Alderwoman Whitmore 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 Vaught, Alderwoman Smith, Alderman Bell, Alderman Jones, Alderwoman Whitmore, and Alderwoman Mehl. The motion passed 8-0.

7. *Old Business*

8. *New Business*

A. Consideration of entering into an agreement with the CDC for economic development.

Bill Adkisson, Board Chairman of Conway Development Corp (CDC), and Tom Courtway, Board Member CDC, were present to answer questions. Mayor Townsell stated the city is becoming extremely busy with activities/projects and explained that his assistant Jamie Gates will be leaving at the end of the year; many of his duties deal with economic development and liaison work to name a few. Mayor Townsell suggested contracting with CDC for \$30,000.00 to perform economic development and governmental services for the city for the remainder of the year; the thinking is that Mr. Gates would migrate over to CDC for this purpose. Mayor Townsell went onto say he would then need to hire an assistant to oversee our major projects. Mr. Adkisson stated the contract was drafted for one year and would be of great benefit to the city. Alderman Hawkins motioned to enter into this agreement. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

Adjournment

PASSED this 6TH day of March 2008

MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

APPROVED:

Mayor Tab Townsell

City Clerk Michael O. Garrett