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MINUTES OF THE CITY COUNCIL, CITY OF CONWAY, ARKANSAS

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Conway, Arkansas  
Tuesday 6:30 pm  
November 13, 2012

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

**Call to Order: Mayor Tab Townsell**

**Roll Call: Michael O. Garrett, City Clerk/Treasurer**

**Minutes: October 23<sup>rd</sup>, 2012 City Council Meeting**

Alderwoman Smith motioned to approve the October 23, 2012 minutes as submitted. Alderwoman Whitmore seconded the motion. The motion passed 8-0.

**Announcements/Proclamations/Recognitions:**

**1. Report of Standing Committees:**

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

- 1. Resolution requesting the Faulkner County Tax Collector place a certified lien on properties located at 2405 Parkview Circle for incurred expenses by the City of Conway.**

**R-12-50**

Alderman Hawkins stated the property address is 2405 Parkview Circle; the cost of cleanup was \$226.73 (\$178.85 + Penalty \$17.88 + filing fee \$30.00). There was no one present to speak to this issue. Alderwoman Smith motioned to adopt the resolution. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

- 2. Resolution in support of a Brownfield's land recycling program and environmental protection agency Brownfield's community-wide assessment grant application for the City.**

**R-12-51**

Wes Craiglow, Planning Dept, explained the grant would partner the city with the Environmental Agency (EPA), this is a city wide assessment program, if awarded it can be used to perform environmental assessments on industrial sites around the city; it is a reimbursable grant for a 3 year period. Alderwoman Whitmore motioned to adopt the resolution. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

- 3. Resolution for approval of the preferred alternative route for the extension of State Highway 25 North of Interchange on Interstate 40.**

**R-12-52**

Ronnie Hall, City Engineer, explained after public hearings were held the Arkansas Highway & Transportation Dept (AHTD), and the majority of the general public is favoring the "Red Route" (as shown on the map provided); this route runs due north of the new interchange and the AHTD has asked the city for concurrence with this plan. Alderwoman Smith motioned to adopt the resolution. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

**4. Consideration of bids for the Traffic Signal Modifications (Oak Street & Museum Road, Harkrider Street, Elsinger Blvd).**

Ronnie Hall, City Engineer, was present to answer questions. Finley Vinson, Traffic Engineer, explained 3 signals are included in this project, with the majority of the work being at the Oak St and Museum Rd intersection; the reconstruction of Museum Rd has required us to move 2 poles on the south side of this intersection. Mr. Vinson went onto explain this also includes new wire installation at the Oak St and Harkrider signal, and a battery back-up system to be installed at the Oak and Elsinger Blvd signal. Mr. Vinson explained 4 sets of plans were picked up, but only 1 bid was received from Construction Management and Maintenance Company, Inc. (CM&M). Mr. Vinson stated one company was too busy and the other company couldn't get their bid ready as they forgot the bid date. Mr. Vinson recommended rejecting the bid from CM&M and re-bid the project, as it is not feasible for us to meet the completion date due to back order of some of the equipment. Mr. Vinson stated we have more to gain if we re-bid the project and get more bidders. Alderwoman Smith motioned to reject the 1 bid and re-bid the project. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

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

**1. Ordinance approving disposal of cellular telephone equipment for the IT Department.**

**O-12-98**

Lloyd Hartzell, IT Director, was present to answer questions. Alderwoman Smith 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 and the emergency clause. Mayor Townsell asked if the emergency clause was necessary. Mr. Hartzell stated no. Mayor Townsell recommended removing the emergency clause. Alderwoman Smith and Whitmore concurred. Mayor Townsell stated we have some surplus cellular equipment that is obsolete and we are requesting to obtain quotes from companies who wish to purchase this surplus equipment and sell it to the highest bidder. There was no discussion. The clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderman Rhodes, Alderwoman Mehl, Alderman Vaught, Alderwoman Whitmore, Alderman Grimes, Alderman Hawkins, and Alderman Jones. The motion passed 8-0.

**2. Ordinance waiving bids/sole source vendor for the replacement and/or upgrade of multifunction copiers for the IT Department.**

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**O-12-99**

Lloyd Hartzell, IT Director, was present to answer questions. Mayor Townsell the IT waived bids and received quotes from several vendors with Capital Business Machines being the lowest. Alderwoman Whitmore motioned to waive the readings of the ordinance. Alderwoman Smith seconded the motion. The motion passed 8-0. Alderwoman Whitmore motioned to adopt the ordinance and the emergency clause. Alderwoman Smith seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderman Rhodes, Alderwoman Mehl, Alderman Vaught, Alderwoman Whitmore, Alderman Grimes, Alderman Hawkins, and Alderman Jones. The motion passed 8-0.

**3. Ordinance appropriating grant funds received for the Conway Police Department.**

**O-12-100**

A.J. Gary, Chief of Police, explained this is a housekeeping ordinance to move the funds from the revenue account to the expenditure account. The amount received was \$25,916.00 as a part of the Edward Byrne Memorial Justice Assistance grant. Chief Gary stated these funds will be used for security upgrades for the 911/CEOC facility. Alderwoman Smith 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. The clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderman Rhodes, Alderwoman Mehl, Alderman Vaught, Alderwoman Whitmore, Alderman Grimes, Alderman Hawkins, and Alderman Jones. The motion passed 8-0.

**4. Ordinance accepting donation funds and appropriating funds for the Conway Fire Department.**

**O-12-101**

Alderwoman Whitmore motioned to waive the readings of the ordinance. Alderwoman Smith seconded the motion. The motion passed 8-0. Alderwoman Smith motioned to adopt the ordinance. Alderwoman Whitmore seconded the motion. Mayor Townsell stated this is a donation in the amount of \$618.00 that will be used to purchase dress uniform updates. There was no further discussion. The clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderman Rhodes, Alderwoman Mehl, Alderman Vaught, Alderwoman Whitmore, Alderman Grimes, Alderman Hawkins, and Alderman Jones. The motion passed 8-0.

**5. Ordinance accepting and appropriating grant proceeds received from the ADEM and DHS/FEMA for the Conway Fire Department Bomb Squad.**

**O-12-102**

Mike Winters, Asst. Fire Chief, explained this is a grant from the federal government given to the state and then distributed to the counties; there were such a restriction on

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the use of the funds the counties could not meet the requirements and it was turned back to the state, which then brought the city into the equation. Asst. Chief Winters we had approximately a 2 week window to script the grant and submit it; the grant (CFDA # 97.067) was approved rather quickly and requested the acceptance of these grant funds in the amount of \$110,725.00. Asst. Chief Winters stated the grant is 100% reimbursable and the city will have to pay up front. Alderwoman Smith motioned to waive the readings of the ordinance. Alderwoman Whitmore seconded the motion. Alderwoman Jones motioned to adopt the ordinance and the emergency clause. Alderwoman Smith seconded the motion. There was no discussion. The clerk called the roll with the following voting "Aye": Alderwoman Smith, Alderman Rhodes, Alderwoman Mehl, Alderman Vaught, Alderwoman Whitmore, Alderman Grimes, Alderman Hawkins, and Alderman Jones. The motion passed 8-0.

### **C. Personnel**

#### **1. Discussion/Consideration of 2013 Medical/Dental/Life/Voluntary Benefits.**

Lisa Mabry-Williams, HR Director, explained there are no changes or cost increases in our current voluntary benefits, which are provided by Flexco; we will also be adding a GAP type plan to the benefit package when it is rolled out. Alderwoman Whitmore motioned to approve the voluntary benefit plans for 2013. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

Ms. Williams stated the current dental plan has a rate hold and there will be no increase in premiums. Ms. Williams recommended keeping the current Blue Cross Blue Shield dental plans for 2013. Alderwoman Smith motioned to keep the current dental plan for 2013. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

Ms. Williams stated US Able Life is our current life insurance provider and they have offered to extend our current rate for 2013; Ms. Williams recommended keeping the US Able as our provider for 2013. Alderwoman Smith motioned to our current life insurance provider 2013. Alderwoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

Ms. Williams explained Health Advantage is our current medical insurance provider and they unfortunately did not offer us a zero rate increase; the claims verses premiums have been on the rise and recommended taking the medical insurance out for bid for 2013. Alderman Jones motioned to bid out the medical insurance. Alderwoman Smith seconded the motion. There was no discussion. The motion passed 8-0.

### **D. Finance**

#### **1. Consideration to dispose of certain inventory for the City of Conway.**

Mayor Townsell stated these items are not in working order and asked council to allow them to remove them from inventory and dispose of them as each department finds suitable. The items are listed as follows:

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- Police Dept:  
1996 Ford Crown Vic (56329) – auction  
2003 Ford Crown Vic (78889) – auction  
10 x 5 single axle trailer (sn # AH3101) – seized asset – auction  
18 x 21 Metal carport - auction
- Animal Welfare: Comdial Phone system – dispose
- District Court: Ricoh Digital Copier (sn # J0420700375) – dispose

Aldermoman Smith motioned to remove these items from inventory and disposing of them accordingly. Aldermoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0.

Mayor Townsell stated he has an item to add to the agenda regarding the disbursement of excess funds from Water Improvement District No. 10.

**O-12-103**

**Ordinance accepting and appropriating funds from Water Improvement District No. 10 for various projects.**

Mayor Townsell stated the amount is “**Section 1 should be \$31,687.94**” and in “**Section 2**” needs to read the city of Conway will appropriate an additional \$2,770.00 to cover the remaining costs of the project. Aldermoman Smith motioned to add this item to the agenda. Aldermoman Whitmore seconded the motion. There was no discussion. The motion passed 8-0. Aldermoman Smith motioned to waive the readings of the ordinance. Aldermoman Whitmore seconded the motion. The motion passed 8-0. Alderman Jones motioned to adopt the ordinance with the changes mentioned by Mayor Townsell. Aldermoman Smith seconded the motion. Aldermoman Mehl stated the date on the ordinance should read November 13, 2012. There was no further discussion.

**Old Business**

**New Business**

**Adjournment**

**PASSED this 13<sup>th</sup> day of November 2012**

**APPROVED:**

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**Mayor Tab Townsell**

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**City Clerk Michael O. Garrett**