

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

May 7, 2019

5:30 p.m.

AGENDA

1. Call to Order Mayor James Calhoun
2. Invocation
3. Approval of Board Minutes from April 16, 2019 – Mayor Calhoun
4. Consider and Action Regarding Ordinance to Amend Airport Advisory Comm. – Gary Brinkley
5. Approval of Proposed Candidates for Airport Advisory Committee – Gary Brinkley
6. Update on Programs and Operations – Gary Brinkley
7. City Manager's Report – Gary Brinkley
8. Routine Business – Mayor Calhoun
9. Adjournment – Mayor Calhoun

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

April 16, 2019

5:30 P.M.

MEMBERS:

Taylor Chaney, *Ward 1 Director*
Chris Porter, *Ward 2 Director*
Scott Byrd, *Ward 3 Director, Assistant Mayor*
Joann Nelson, *Ward 4 Director*
Jason Jones, *Ward 5 Director*
Roland Gosey, *Ward 6, At Large Director*
James Calhoun, *Ward 7, Mayor*

OTHERS:

Gary Brinkley, *City Manager*
Jessica Davis, *City Clerk*
Tammy Beeler, *City Treasurer*

CALL TO ORDER

Mayor Calhoun called the meeting to order at 5:31 p.m.

INVOCATION

Assistant Mayor Byrd.

APPROVAL OF BOARD MINUTES FROM APRIL 2, 2019

A motion was made by Assistant Mayor Byrd, seconded by Director Nelson to approve the minutes from the April 2, 2019 regular called meeting of the Board of Directors.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Joann Nelson	“Aye”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

NEW FIRE CHIEF BADGE PINNING

Mr. Brinkley invited Mr. Jason Hunt, his wife Crissy and the City Clerk to the podium. Pursuant to ACA 14-42-106, the City Clerk administered the Fire Chief's Oath of Office. Following the oath, Ms. Crissy Hunt pinned the badge.

ATTENDING CITIZENS FROM PRIMROSE GARDEN CLUB

Mr. Brinkley invited Ms. Dinah Arnold, Dr. Pam Davis, and Ms. Sheila Woodson to the podium. The representatives from the Primrose Garden Club made a presentation concerning the litter on the city's and county's roads. They encouraged everyone to keep our streets and roads clean by participating in the Keep Arkansas Beautiful campaign.

RESOLUTION TO ACCEPT GRANT OFFER FROM FAA

Mr. Brinkley requested approval of a Resolution authorizing the City to accept a grant from the FAA for Airport Runway 4-22 Rehabilitation and Drainage Improvements project in the amount of \$2,242,254.00. The total project cost is \$2,491,394.00 for a

difference of \$249,140.00 which will be paid by the Arkansas Department of Aeronautics. The project is planned to occur in July of 2019.

A motion was made by Assistant Mayor Byrd, seconded by Director Gosey to approve the Resolution. **The motion passed on a roll call vote and the vote was as follows:**

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	"Aye"
Joann Nelson	"Aye"	Mayor Calhoun	"Aye"
Scott Byrd	"Aye"		

CONSIDER APPOINTMENT OF WATER & SEWER COMMITTEE MEMBER

Mr. Brinkley made a recommendation for the continuance of Mr. Bobby Jones as a member of the Water & Sewer Committee. The term is five (5) years expiring on 2/17/2024.

A motion was made by Assistant Mayor Byrd, seconded by Director Nelson to approve the recommendation of Mr. Bobby Jones as a member. **The motion passed on a roll call vote and the vote was as follows:**

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	"Aye"
Joann Nelson	"Aye"	Mayor Calhoun	"Aye"
Scott Byrd	"Aye"		

CONSIDER APPOINTMENT OF PLANNING COMMISSION/BOARD OF ADJUSTMENTS

Mr. Brinkley made a recommendation for three candidates to fill positions or provide continuance of service on the Planning Commission/Board of Adjustments. Place Two – Mr. Ben Chandler with a term expiring in 2025, Place Three – Mr. Bill Phelps for continuance of service with a term expiring in 2025, Place Nine – Mr. Llewellyn Terry for continuance of service with a term expiring in 2025.

Also noted was Mr. George Franks retired from the Commission after more than 30 years of service.

A motion was made by Director Nelson, seconded by Director Chaney to approve the recommendation of Mr. Ben Chandler, Mr. Bill Phelps, and Mr. Llewellyn Terry as members. **The motion passed on a roll call vote and the vote was as follows:**

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	"Aye"
Joann Nelson	"Aye"	Mayor Calhoun	"Aye"
Scott Byrd	"Aye"		

APPROVAL TO PURCHASE SKID STEER FOR STREET DEPARTMENT

Mr. Brinkley requested approval for a contract with Stribling Equipment via the Sourcewell Contract for the purchase of a John Deere CP24D Cold Planer with broom in the amount of \$78,825.00 for the Street Department.

A motion was made by Director Jones, seconded by Assistant Mayor Byrd to approve the contract with Stribling Equipment via the Sourcewell Contract in the amount of \$78,825.00 and for the City Manager to execute any needed paperwork. **The motion passed on a roll call vote and the vote was as follows:**

Taylor Chaney	“Aye”	Roland Gosey	“Aye”
Chris Porter	“Aye”	Jason Jones	“Aye”
Joann Nelson	“Aye”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

CITY MANAGER’S REPORT

April 16, 2019

- On April 8th OBU hosted the 2019 Innovation Summit featuring Congressman Bruce Westerman and others to discuss new innovations in the timber industry and how opportunities may exist for businesses here in Arkadelphia. It was very interesting to hear how those outside of Clark County view our abundant timber resource and how the timber industry is making a huge comeback on stick built and modified stick built commercial construction. There is a pledge to continue these creation/opportunity exchange sessions in the future. If we are a primary wood basket, we should be helping lead in the use of our product.
- The fence was installed on April 10th to complete the sidewalk project along High School Road. Photos on your desk.
- Staff meets with Arkansas Natural Resources Commission this week to discuss the scope of work and consideration of the Gum Springs Water Utility into the Arkadelphia Water Utility. Reminder, we are in the early stages of what may take a year to facilitate. We are moving slowly and deliberately to ensure intentions and expectations align.
- We lost our second police vehicle this year. One to a deer and one totaled in an accident recently. Officers are now doubling up on patrol cars as we continue to work through funding scenarios that are financially prudent.
- Additionally, the fleet is aging out with ½ the cars at 9 years of life and the other between 3-5 years old. This is causing cash flow issues as we address maintenance maladies. Through April 10th we have used 43% of our maintenance budget.
- Staff met with a group of Chamber members who desire the sign ordinance to be amended to meet current national packaging standards and written in a prescriptive mode for ease of understanding. We will continue to work this group and if changes are necessary follow normal protocols to ensure any changes are brought through the proper channels.

Dates to Remember:

- Reddie to Serve Day is April 27, so be watching for HSU students giving their time and talents back to the community.
- April 23, NOON, Chief Ricky Arnold's Retirement Cookout at Fire Station #1.
- Drug Take Back, April 27th, this year at Wal-Mart from 10am-2pm.
- 2019 Crawfest will be held downtown on May 3-4
- Baptist Hospital Steak Soiree will be at OBU on May 21st at 6:30 pm.

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – Nothing

Chris Porter, Ward 2 – Nothing

Joann Nelson, Ward 4 – She wished everyone a blessed and Happy Easter. She also asked that you slow down and don't drink and drive. The life you save could be your own.

Jason Jones, Ward 5 – He received a letter from a constituent regarding the Racial and Cultural Diversity Committee. He feels we should reach out to them and find out if they feel there is a need to become more active and reconvene. He also followed up on the Primrose Garden Club attendant's comments on littering by commending citizens Dr. Joe Jeffers and Mr. Glen Good for their constant efforts in keeping 26th Street clean. He said they are the main reason the street stays so clean through there.

Roland Gosey, Ward 6 Director at Large – Nothing

Scott Byrd, Ward 3, Assistant Mayor – He noticed the new guardrails at 15th Street and Millcreek. He is glad to see that. He feels there is no consistency in policy for on street parking. He feels the Board should look at that and consider developing a policy. Director Jones agreed.

James Calhoun, Mayor – Nothing

ADJOURNMENT

There being no further business to discuss, Director Nelson made the motion, seconded by Assistant Mayor Byrd to adjourn. **The motion passed unanimously and the meeting adjourned at 6:13 p.m.**

James Calhoun, Mayor

Jessica Davis, City Clerk

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

April 16, 2019

5:30 p.m.


Jason Jackson
Beverly Myers
Kenny Myers
Mark Clement
Jason Hunt
Crissy Hunt
Lori Clement
H. Hunt
AJ Porter
Kevin Tate
Tate Chandler
Brock Davis
Deanna Graves
Keith Beason
Bill Sutley - **Press**
Jamal Brown - **Press**

DRAFT



Office of the City Manager
700 Clay Street
Arkadelphia, Arkansas 71923
870-246-9864 phone
870-246-1813 fax

To: Arkadelphia City Board
Cc: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: March 26, 2019
Re: Amend Arkadelphia Municipal Airport Advisory Committee



There has been many changes over the years since the original ordinance was passed in June 1998 to create the Advisory Committee. HSU is no longer managing the airport and we have a need to expand our territory of potential candidates to serve on the committee as many pilots and other interested in the airport live and work in Clark County but do not necessarily reside within our city limits.

Thus, the attached ordinance addresses these primary concerns. The salient edits are as follows:

1. HSU is no longer the operator of the airport; it is the City of Arkadelphia.
2. We have expanded the qualifications for three (3) members from being a resident of Arkadelphia to being a resident of Clark County.
3. The committee has been reduced to a five (5) person committee with four (4) appointed by the City Manager and approved by the Board and one (1) appointed by the President of Henderson State University.
4. Finally, the terms have been reduced to four (4) years on alternating cycles to emulate the terms of Board of Directors. We have also put them on the same terminating dates ending May 31st.

These edits will make the committee more functional and effective.

Your approval is requested.

ORDINANCE NO. O-19-

AN ORDINANCE CONCERNING THE ARKADELPHIA MUNICIPAL AIRPORT ADVISORY COMMITTEE, REPEALING ORDINANCE NO. 0-98-11, AND FOR OTHER PURPOSES.

WHEREAS, The City of Arkadelphia created the Arkadelphia Municipal Airport Advisory Committee by Ordinance 0-98-11, and

WHEREAS, the Arkadelphia Municipal Airport is no longer being operated by Henderson State University, but their aviation program continues to utilize said airport, and

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CITY OF ARKADELPHIA, ARKANSAS THAT:

Section 1. There is hereby created a Committee to be known as the Arkadelphia Airport Advisory Committee to be composed of five (5) members who shall be residents and qualified electors of Clark County, Arkansas.

Section 2. The committee shall consist of five (5) members of which at least two (2) shall be a resident of the City of Arkadelphia. Four (4) of the committee members shall be nominated by the City Manager and confirmed by a vote of the duly elected and qualified members of the City Board of Directors. One (1) of said committee members shall be nominated by the President of Henderson State University and confirmed by a vote of the duly elected and qualified members of the City Board of Directors.

Section 3. The committee member nominated by the President of Henderson State University shall serve an indeterminate term subject to the will of the City Board of Directors and the President of Henderson State University. The remaining four (4) committee members shall serve staggered four-year terms. A committee member may succeed himself/herself. Present Committee members shall continue to serve their terms on the Advisory Committee and they will expire as follows:

<u>Committee Member</u>	<u>Term Expiration</u>
Place One (1)	05/31/2023
Place Two (2)	05/31/2021
Place Three (3)	05/31/2023
Place Four (4)	05/31/2021
Place Five (5)	HSU Representative

ORDINANCE NO. O-19-

- Section 4.** Committee members shall receive no compensation for their services but shall be entitled to reimbursement for expenses reasonably incurred by them in the performance of their duties as member of said committee.
- Section 5.** The Airport Committee shall be advisory in nature and shall make recommendations to the City Manager and the City Board of Directors concerning operation of the airport.
- Section 6.** The committee shall elect from its members a chairman and vice-chairman and shall determine their tenure as such officials. It may also appoint a secretary who may be but is not required to be a member of the Committee.
- Section 7.** The Airport Advisory Committee shall hold regular meetings. In addition, the Chairman of the Committee may call special meetings. The Chairman shall also set the agenda for the Advisory Committee in consultation with the City Manager.
- Section 8.** If any section or provision of the Ordinance shall be held invalid for any reason, it is hereby declared the intention of the City Board that such holding of partial invalidity shall not render the remaining sections and provisions invalid.
- Section 9.** It is the intent or provision of this Ordinance to repeal Ordinance No. 0-98-11 in its entirety and to continue to operate the airport under Act 135 of 1929 and Act 175 of 1959, known respectively as A.C.A. §14-360-101, et al. and A.C.A. §14-360-301, et al., all as may be amended from time to time.

Passed and approved this ____ day of May, 2019.

James Calhoun, Mayor


ATTEST:

Jessica Davis, City Clerk



Office of the City Manager
700 Clay Street
Arkadelphia, Arkansas 71923
870-246-9864 phone
870-246-1813 fax

To: Arkadelphia City Board
Cc: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: March 26, 2019
Re: Arkadelphia Municipal Airport Advisory Committee



Attached please find the proposed candidates to fill the Airport Advisory Committee:

Place One	Aaron Seel	Expiring 5/31/23
Place Two	Todd Knight	Expiring 5/31/21
Place Three	Hank Wilson	Expiring 5/31/23
Place Four	John Knight	Expiring 5/31/21
Place Five	Larry Pennington	HSU Representative

Upon acceptance of the proposed ordinance, this will completely fill the proposed 5 committee places.

Your approval is requested so we can continue to move forward with the operational issues at the Airport.



Office of the City Manager
700 Clay Street
Arkadelphia, Arkansas 71923
870-246-9864 phone
870-246-1813 fax

To: Arkadelphia City Board
Cc: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: May 3, 2019
Re: Update on Programs and Operations Update

There is a significant amount of work going on within the city. Although you get updates, I felt it was time we stopped and brought you up to speed on the programs and operational issues we are currently addressing and immediate future plans.

The attached update is done department by department and not intended to be all inclusive but a summary of the major items.

I look forward to presenting the update and answering any questions you have about our forward movement.

Thank you.

PROGRAMS AND OPERATIONS UPDATE

May 2, 2019

Building Dept:

- Fairfield Inn – Still awaiting several plan submittals for review.
- OBU Rezoning – We have been working with OBU on rezoning several parcels of land they acquired over the past decade to bring them in line with the E-1 or C-4 zoning. Part of this process is being driven by the pending Pediatrics Plus building.
- Dominos has begun work on their new building next to the proposed MLK park on Pine.
- Staff is working with the owners of Williams Funeral Home to rebuild on the same location.
- FBC is building a new church office and staff is reviewing the submittal.
- Staff continues to work with local business leaders on simplifying the city sign ordinance. The purpose is to make the ordinance easier to understand for compliance. Sign ordinances are always the most difficult to write as there are so many contingencies and marketing is an ever-evolving science/art. The intent is a slow steady review to end at a document that meets the goal of user friendliness.
- We are nearing completion of the State mandated MS4 Permit for storm water discharge due to our proximity to the Ouachita River. This is the first time we have been required to produce and submit the permit as the regulations were updated to include our river mussels which are now considered a protected species.
- We are still seeking 2 qualified candidates for consideration onto the Planning Commission.

Gum Springs Water Utility:

- Excellent meeting on April 17th with Arkansas Natural Resource Commission (“ANRC”) and staff /engineers. ANRC will be funding the improvements to the water system. Our goal is to have a formal application submitted in May and to appear on the commission’s agenda for July 17th funding request.
- Atty. McCorkle is working with some other major utilities who have consolidated to find the best practice for us to consolidate Gum Springs into Arkadelphia Water Utility.

Drainage:

- Staff has been extremely busy with the rain keeping up with our problem areas. There have been more callouts to suck out drains but staff is getting to the call asap.
- The problem on 16th & Logan resurfaced and staff excavated the area and reworked some of the old piping which was the root cause of this last episode.

PROGRAMS AND OPERATIONS UPDATE

May 2, 2019

Streets:

- With the water table being so high with the last 3 years of rain, you are noticing staff has to make significant amount of pothole repairs, especially along N.26th which we just seal coated. This is an environmental issue and there is nothing we can do but fill the holes and, in the future, go back and make permanent repairs. Asphalt doesn't stick well in wet environments which is where we are currently operating.
- We are currently 2 people down, one in Grounds and one in Streets that we desperately need to replace.
- The skid steer with milling apparatus you approved on April 16th has been ordered and we anticipate receiving it before the end of May. Staff has a list of hot spots we want to hit upon receipt and get active with the new equipment.
- Mr. Myers and I rode the 2019 project list for overlays and slurry seal streets which is in keeping with the 2019 Budget plan. Along the east side of S. 5th the drainage pipe installed years ago is collapsing. The plan is to remove the collapsed pipe, reinstall the drainage swell and rip rap the swell ensuring proper drainage integrity. As the area east of S. 5th is undeveloped, this plan is the most cost effective and prudent expenditure for drainage.

Grounds:

- Staff asks for patience as we endure the wet weather. So much of the city property that we maintain is in low lying areas making it difficult to mow in such wet conditions.

Parks & Rec / Aquatic Park:

- In the absence of Mike Volz, I have been working with Ms. Megan Engler who is handling Administration, Aquatic Park and Programming while Mr. Colby Bagwell is handling Fields and Operations. We meet weekly and communicate daily in an effort to continue to provide good service to guests and citizens. We have felt the loss of Mike's long-term experience in Arkadelphia.
- The Aquatic Park is scheduled to open May 25th for the summer season.
- The Ross Foundation's Pavilion at DeSoto Bluff is approximately 90% complete. The plan came together and it is beautiful and perfectly placed on the bluff. Once completed we will have a dedication ceremony.
- Human Resources held their mass drug screening event for aquatic park workers on May 2nd and we were fortunate to get 80% of the prospective 40 employees tested.

PROGRAMS AND OPERATIONS UPDATE

May 2, 2019

Admin:

- Progress continues with the bond package proposal. The bond market has become more competitive which should mean our additional funds for the drainage pipe on Twin Rivers and replace the HVAC system at Town Hall should be at the monthly payment levels originally discussed. You may recall, this is a small incremental increase that varies annually over the life of the bonds but within a few hundred dollars of our current amount. We won't know the exact numbers until May 21st when we get the bids and you approve the final documents.
- Staff will be moving to a secure email server with a new extension. We are moving to @arkadelphia.gov extensions. This has taken us significantly longer than desired but moving to the shorter extension on a highly secured server was worth the wait.
- The 2018 Legislative Audit is underway. This is a very time-consuming process for accounting and does filter into most of the other departments as well. It appears we are in the most intense part of the audit and the informational request will begin to dwindle so we can move onto 2019 business.

- Staff has been working on updating the city website. The "update" is actually a total rebuild as the current format is not user friendly or nimble enough to keep up with the ever-evolving business of websites. Not only will the look be refreshed, we are addressing numerous technical aspects to make the site function quickly and efficiently on desktops and mobile devices. We anticipate having a beta site completed for your review and comments by the first of June.

Sanitation:

- The transfer station has been provisionally repaired and is operational. Staff has broken down the components and calculated what is needed and currently receiving a bid to replace the plunger unit. By purchasing a new plunger unit, we will only be down 3 days to remove and replace versus 2 weeks if we have the unit removed, rebuilt and reinstalled. This is just not operationally feasible. Our intent is to have the down time in August before colleges and schools start. It will be a Wednesday through Friday event to minimize the impact.
- A recommendation will follow as soon as a price is achieved. Due to the 10 week lead time it is important we address this as soon as a price is delivered.

Airport:

- Staff has heard from the FAA that we are in the top of the discretionary funding distribution and it is anticipated we will be able to meet our

PROGRAMS AND OPERATIONS UPDATE

May 2, 2019

July/August timeframe for drainage upgrades and complete runway overlay.

- The FAA declined our proposal to install a microfiber to retard future asphalt cracking as it is a non-standard application within FAA. The results from those conversations with our engineers and FAA is: 1. We will use the \$360,000 for microfiber to raise the height of the applied asphalt. 2. We were told the FAA has us in the 10-15 year window to take the runway completely down to the dirt and completely rebuild the entire runway. This is an amazing revelation for us. Thus, the current overlay will become a temporary application which further makes the additional asphalt a viable application.

Police:

- Currently we have one resignation and one retirement on June 1st which we will be filling. The plan is for the application process to close June 1st. Chief will be testing and conducting panel interviews to fill the vacancies.
- Staff is working with school officials regarding the opening of the new Goza Middle School and the impact of new traffic patterns next year. It will take a coordinated effort by the school, city and public to maximize the flow of traffic in this very tight space.

Fire Dept:

- The transition following Chief Arnold's retirement is going smoothly.
- There are 2 opening that the department tested for two Saturdays ago and interviews are in process. Full staffing is anticipated by mid-May.
- The Chief has restructured the command staff to ensure a Captain on each shift. This transition has also gone well.

Water Utility:

- See Gum Springs Utility
- Staff was advised on May 2nd by ANRC that our application to replace our water meters was pulled. ANRC states that once additional funding is made available, we would have the opportunity to reapply. It would be our intentions to do so upon availability.
- Staff is 50% complete on the replacement of a half mile section of high-pressure sewer pipe that runs along the Ouachita River south of the Sanitation facility to the sewer ponds.
- The resubmittal of the NPDES permit for Sun Bio production water has occurred and is under review at ADEQ. We are in 180-day review period. It is a straight forward process and our engineers anticipate a favorable outcome. It is a process and will take time. The last application approval was received on day 177.