



# City of Brookland, Arkansas City Council Meeting Minutes

**Date of Meeting: August 14, 2023**

**Type of Meeting: Regular**

Called to order at 7:00 PM by Mayor Kenneth Jones

COUNCILMEMBER ATTENDANCE:(P = Present A = Absent)					
David Gambill	P	Jason Cooper	P	Mayor Kenneth Jones	P
Pamela McGee	P	David Loggins	P	Attorney Kevin Orr	A
Candice Bishop	P	Wilson Shipman	P	Clerk/Treas. Julie Thomas	P

## **Previous meeting minutes:**

**Motion by: David Loggins**

**Second by: Jason Cooper**

**To:** Approve the Brookland City Council meeting minutes dated July 10, 2023, as presented

**Discussion:** None

**For: 6          Against: 0          Motion: Passed 6-0**

## **New Business:**

### **1. Cooper Mixon Architects:**

Architects from Cooper Mixon Architects presented a visual plan for the new city hall/police department building. The proposed structure has one side designated for city hall use and the other side designated for Brookland Police Department use. There is a common entryway and private entrance for the police department. The council expressed approval of the building design.

### **2. Jim Stark-Vector Disease Control Monthly mosquito abatement update:**

Jim Stark from Vector Disease Control was not able to attend, however, he provided a report to the council with July's monthly abatement report.

### **3. Brookland Parks Committee Update:**

David Loggins, Parks Committee Chairman, gave the update. Loggins stated that dirt work on the Sportsplex is moving along, steadily. The park at Bernis Street is moving along as well, however, inclement weather has stalled things a little bit.

### **4. Ordinance 2023-14 Stormwater (at Attorney Kevin Orr for review):**

This item is tabled until the next meeting when Attorney Orr can be present.

### **5. Ordinance 2023-15 Vaping Ordinance:**

**Mayor Jones read aloud Ordinance 2023-15 entirely for the 1<sup>st</sup> time.**

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Suspend the rules and read aloud ordinance 2023-15 for the second time by title only.  
**Discussion:** None  
**For:** 6                    **Against:** 0            **Motion: Passed 6-0**

**Mayor Jones read aloud Ordinance 2023-15 for the 2<sup>nd</sup> time by title only.**

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Suspend the rules and read aloud ordinance 2023-15 for the third time by title only.

**Discussion:** None

**For:** 6                    **Against:** 0            **Motion: Passed 6-0**

**Mayor Jones read aloud Ordinance 2023-15 for the 3<sup>rd</sup> time by title only.**

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Adopt ordinance 2023-15 as read.

**Discussion:** None

**For:** 6                    **Against:** 0            **Motion: Passed 6-0**

**Mayor Jones calls for a roll call vote:**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Mayor Jones announces the motion to adopt Ordinance 2023-15: Passed 6-0**

**Motion by:** David Loggins

**Second by:** Jason Cooper

**To:** Adopt the Emergency Clause in section 2 of ordinance 2023-15.

**Discussion:** None

**For:** 6                    **Against:** 0            **Motion: Passed 6-0**

**Mayor Jones asks for a roll call vote:**

ROLL CALL VOTE:					
David Gambill	Yes	Candice Bishop	Yes	David Loggins	Yes
Pamela McGee	Yes	Jason Cooper	Yes	Wilson Shipman	Yes

**Mayor Jones announces the motion to adopt Emergency Clause in section 2 of Ordinance 2023-15  
Passed 6-0**

**6. Council approval to change to Ally water meters:**

Mayor Jones informed the council that the Ally water meters are currently being installed at residences throughout the city. Jones also explained that the older water meters present dangers to city workers when they show up to a residence to shut off meters for overdue water bills. Jones informed the council that the Ally water meters include a shut-off option from a control station at city hall, eliminating the need for workers to physically shut off meters at residences. Mayor Jones

explained that the cost for these meters is roughly \$60 more per meter currently and he would like to retrofit these meters to all residences within the city.

**Motion by: Jason Cooper**

**Second by: David Loggins**

**To:** Approve the switch to Ally water meters for use within the city

**Discussion:** None

**For: 6                      Against: 0              Motion: Passed 6-0**

**7. 400 East Matthews-property adjoins city park property and is available:**

Mayor Jones informed the council that the property at 400 E. Matthews St., adjacent to the park development on Matthews Street, is available for purchase. Jones explained that this adjoining property would make the planned city park a larger space for citizens to enjoy. The property size is 0.91 acres. Jones presented an appraisal from the seller for \$82,500. Jones also explained that the city would be required to have an independent appraisal before making an offer or considering purchase.

**8. 2020 Ford F-150:**

Mayor Jones explained that the city is interested in purchasing another vehicle for City Engineer Mike Bishop and City Inspector Shawn Dacus to use in the course of their jobs. The purchase price for the 2020 Ford F-150 is \$32,000. Mayor Jones also explained that the city would like to discuss the purchase of a vehicle from Wilson Shipman, which is a new option, and then decide which one of the two to present to the council for purchase.

**9. Document prepared by Attorney Kevin Orr for a request for liquor license:**

This item is tabled until the next meeting when Attorney Orr can be present.

**Old Business:**

**10. West Matthews Street - extension to HWY 49N:**

Mayor Jones explained to the council that the city is continuing to look into the proposed extension from W. Matthews Street to HWY 49, however, there are a few different things that are preventing the city from going forward to develop this street. Mayor Jones said he would update the council as new information becomes available about the feasibility of completing this project.

**11. West School Street turn lane; ARDOT agreement:**

Mayor Jones read aloud a letter to the city from ARDOT regarding the development of a left turn lane on HWY 49 and West/East School Street. According to the letter, this project would include funding of up to 80% from ARDOT--up to \$1,000,000, and 20% from the City of Brookland. Mayor Jones added that the city is working on a USDA grant for up to \$2,000,000. Jones said that in order to move forward, there are 2 resolutions that would be needed: 1. Is the council prepared to move forward with this project? 2. How will the city fund their part of the project? The council suggested table this issue until the next meeting.

**12. Monthly financials for General, Street, and Utility Funds:**

<b>July 2023</b>	<b>General Fund:</b>	<b>Street Fund:</b>	<b>Utility Fund:</b>
<b>Beginning Balance:</b>	\$1,253,932.06	\$346,445.00	\$478,214.00

Ending Balance:                      \$1,266,332.14                      \$363,100.49                      \$492,016.22

**Mayor's Notes:**

**1. Arkansas Department of Agriculture Letter:**

Mayor Jones discussed that a couple of the councilmembers will be required to take an examination over managing water systems within cities. Councilmembers expressed their understanding of this requirement.

**2. Letter from Thomas, Speight, & Noble regarding utility fund audit:**

Mayor Jones explained to the council that the previous utility fund auditor has retired but has suggested a new CPA firm for the annual utility audit. The firm is Thomas, Speight, & Noble. Jones said he believes everything with the annual audit will go smoothly.

**3. Wreaths Across America:**

Mayor Jones read a letter regarding Wreaths Across America, a program that hangs wreaths on gravesites of Veterans. Jones urged council members to become involved with this.

**4. Voting for councilmembers in different wards within the city:**

David Loggins proposed an option for future elections whereby the citizens of Brookland would vote for city council candidates based on which ward they live in (1-2-3) versus voting for members at-large. Mayor Jones said the council should consider this and take it up for discussion at a later meeting.

**5. Total Eclipse of April 2024:**

Superintendent Brett Bunch asked Mayor Jones about the city's preparedness for the upcoming total solar eclipse in April 2024. Jones explained he is aware of this event and will begin considering how this could affect the city regarding tourism and revenue.

**6. City Council Special Meeting:**

Mayor Jones called for a special meeting on Monday, August 21, 2023, to complete business that requires Attorney Kevin Orr to be present.

Mayor Jones asked for a motion to adjourn the meeting.

**Motion by:** Wilson Shipman

**Second by:** David Loggins

**To:** Adjourn the meeting

**For: 6                      Against: 0                      Motion: Passed 6-0**

Meeting adjourned at: 7:54 PM

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Kenneth Jones, Mayor

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Julie Thomas, City Clerk/Treasurer