



City of Brookland, Arkansas City Council Meeting Minutes

Date of Meeting: August 13, 2024

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	A	Attorney Kevin Orr	P
Candice Bishop	P	Wilson Shipman	P	Clerk/Treas. Julie Thomas	P

Previous meeting minutes:

Motion by: David Gambill

Second by: Jason Cooper

To: Approve the Brookland City Council meeting minutes dated July 9, 2024, as presented

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

Motion by: David Gambill

Second by: Jason Cooper

To: Approve the Brookland City Council Special Meeting minutes dated August 5, 2024, as presented

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

Add Items to Agenda:

Mayor Jones asked the council for a motion to add the following items to the meeting agenda:

- 1. Resolution 2024-15 to support the Craighead County ½ cent sales tax increase to build a new detention facility**
- 2. Craighead County Detention Center contract for housing inmates**
- 3. Craighead County Judge’s Invoice for road extension work**

Motion by: David Gambill

Second by: Jason Cooper

To: Approve the addition of these 3 items to the meeting agenda

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

New Business:

1. Cooper & Mixon Architects and Civil Engineering:

Tim Cooper and John Mixon (Cooper & Mixon Architects) were present to speak to the council.

Mixon updated the council with a new layout for construction of the Police Department portion of the proposed Municipal Building. The layout presented was a slightly modified version of the original

layout previously shown to the council for a building that included both the police department and city hall. This version includes a slight adjustment of some shared space in order to begin the project as a standalone police department building. This plan also makes it feasible for the city hall addition at a later date. Mayor Jones explained that he is looking at revenue sources which will help the city complete the police department portion of the municipal building in the near future. Jones added that this issue is ongoing and will be discussed further at the next meeting.

2. MARCK Recycling (taking over residential trash pickup):

No one was present to speak on this item.

3. Vector Disease Control Monthly Mosquito Report:

Mayor Jones advised the council that the monthly mosquito abatement report for July was on their desks. Jones asked the council if they had any questions about the report. None were asked.

4. Resolution 2024-15 – A Resolution by the City of Brookland to support the Craighead County ½ cent sales tax increase to build a new Craighead County Detention Center:

Craighead County Sheriff, Marty Boyd was present to speak to the council about the need to build a new detention center for Craighead County, Arkansas. Boyd explained that the current facility was approximately 35 years old and was built to house around 160 inmates, but currently has over 400 inmates housed there.

***Resolution 2024-15 read aloud in its entirety by Attorney Kevin Orr**

Motion by: David Gambill

Second by: Jason Cooper

To: Approve Resolution 2024-15 to support the ½ cent sales tax increase

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

5. Dedman’s Sanitation – Start billing citizens for pickup:

No one was present to speak on this issue.

6. 2023 Utility Audit Review:

Mayor Jones informed the council that the December 31, 2022 & 2023 Utility Audit Review, as presented, had no findings.

Motion by: David Gambill

Second by: Jason Cooper

To: Approve the December 31, 2022 & 2023 Utility Audit Review

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

7. Craighead County Jail Contract:

Mayor Jones informed the council that the city needs to pay for the jail contract as presented. The monthly expense for housing inmates at the Craighead County Detention Center is based on average monthly inmate numbers for the years 2022-2023. The monthly amount of \$5,518.48 is due and is retroactive to January 1, 2024. This is a one-year contract.

Motion by: Jason Cooper

Second by: David Gambill

To: Approve the Intergovernmental Contract between the City of Brookland and the Craighead County Detention Center for housing inmates.

Discussion: None

For: 5 **Against:** 0 **Motion:** Passed 5-0

8. Craighead County invoice for road extension work:

Mayor Jones stated that he invited County Judge Marvin Day to attend the meeting to answer questions about an invoice the city received for road work. Jones explained that Judge Day was not able to attend this month’s meeting but could at a later date. Jones added that he would like to table this issue until later to give the council the opportunity to ask questions.

Old Business:

9. ARDOT Sidewalk Project #101143 Update:

Mayor Jones updated the council on this item. Jones stated that the city is still waiting for a final appraisal from Cavanaugh, in order to present the property owners with an amount for payment of the right of way.

10. Dub & Jessie Thompson – abandoning Lynch St. ROW to retention pond:

Mayor Jones explained to the Thompson’s that abandoning the ROW on Lynch Street is not as simple as a vote by the council. Jones added that the surveyor explained that the streets in Brookland are platted outside of property lines, therefore abandoning a right of way is not the correct option to solve this issue. Jones concluded by saying that the city is investigating the correct legal option to move forward with this request.

11. Mayor’s Pay Scale Ordinance:

This item is tabled until the September regular monthly meeting.

12. Parks Committee Update:

Mayor Jones updated the council on the progress of the two small city parks. Jones stated that concrete has been poured around the playground equipment and the trails will be the next step.

13. Monthly financials for General, Street, and Utility Funds:

July 2024	General Fund:	Street Fund:	Utility Fund:
Beginning Balance:	\$1,026,497.06	\$482,034.15	\$514,447.38
Ending Balance:	\$1,000,011.56	\$474,577.52	\$533,293.24

***Mayor Jones informed the council that the city was recently the victim of theft by fraudulent checks. Jones noted items in the monthly financial statements showing the accounts and amounts that were affected. Jones explained that the city has been fully reimbursed by First Community Bank.**

Mayor’s Notes:

✓ Bill Campbell Proposal Updates:

Mayor Jones spoke to the council about a proposal from Bill Campbell regarding grant writing services for the City of Brookland. Jones said he will invite Campbell to attend the next regular monthly meeting in September.

✓ **Brookland Hills Detention Ponds:**

Mayor Jones informed the council that detention ponds located in the Brookland Hills Subdivision are listed for sale for failure to pay taxes. Jones explained that the city may need to look at options for billing residents for maintenance of the ponds.

✓ **NOI Storm Water:**

Mike Bishop, engineer for the City of Brookland, spoke to the council regarding the Recertification Notice of Intent for Regulated Small Municipal Separate Storm Sewer Systems General Permit.

Motion by: Candice Bishop

Second by: Jason Cooper

To: Approve the Recertification Notice of Intent for ARR040000 Storm Sewer Systems General Permit

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

✓ **Payment to David Loggins for absence at regular monthly meeting:**

Motion by: David Gambill

Second by: Jason Cooper

To: Approve payment to David Loggins for absence at the regular monthly meeting

Discussion: None

For: 5 Against: 0 Motion: Passed 5-0

✓ **Mixed Use Development Zoning addition:**

Mayor Jones reminded the council that Planning and Zoning Commission Chairman Steve Phillips had recently asked the council to consider a mixed-use zoning plan for the city of Brookland. Jones provided a handout to the council with examples of different types of mixed-use zoning plans. Jones stated that this issue will be continued at a later meeting.

Mayor Jones asked for a motion to adjourn the meeting.

Motion by: Wilson Shipman

Second by: Jason Cooper

To: Adjourn the meeting

For: 5 Against: 0 Motion: Passed 5-0

Meeting adjourned at: 8:24 PM

Kenneth Jones, Mayor

Julie Thomas, City Clerk/Treasurer