



City of Brookland, Arkansas City Council Meeting Minutes

Date of Meeting: September 10, 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	P	Attorney Kevin Orr	P
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 August 13, 2024, as presented

Discussion: None

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

New Business:

1. Bill Campbell – discuss his funding opportunities:

Bill Campbell, with Municipal Partners of Arkansas, LLC, was present to inform the council about his grant writing services. Campbell explained that he normally works under contract for a set monthly fee. His services include searching for, writing, and applying for public and private grants on behalf of cities and other entities. Campbell asked the city to consider hiring him for these services. Mayor Jones advised the council that he is interested in Campbell’s services, however, he is reluctant because of the cost of hiring him without a guarantee of receiving grant funding. Discussion among the council included hiring Campbell on a 6-month contract (which would coincide with the upcoming grant distribution cycle) with the option to cancel if no grant funding is awarded to the City of Brookland. Council members decided to hire Campbell on a 6-month trial basis, with the option to terminate at any time. Campbell discussed the need for some urgency due to a grant Boot Camp starting in the next few days. Campbell asked the council if they would consider hiring him for \$2,500 per month. Mayor Jones asked Campbell to present a contract to the council for review and approval.

2. Carrie Hatton – Discuss murals on buildings downtown:

Carrie Hatton, Brookland High School Art teacher, came before the council to discuss the possibility of the Brookland High School Art Club painting murals on buildings in the downtown area of the city. Hatton presented the council with illustrations for possible murals on different buildings. The council expressed interest and agreed to proceed with this action. Hatton agreed to present estimates for the cost of paint and supplies at a later meeting. Council member David Loggins asked if this item needs to be added to the budget. Mayor Jones explained that there is money in the maintenance line item available to do this.

3. MARCK Recycling wants to talk about taking over residential trash pickup:

Steven Pauli and Dee Johnson, with MARCK Recycling and Waste, asked the council to consider allowing them to take over residential trash pickup in the City of Brookland. Pauli discussed their services offered in other surrounding cities (Trumann and Caraway) and the costs associated with doing business there. He explained that MARCK would supply the outdoor trash bins (the cost is tied into the monthly pickup fees), the city will then bill residents for the service, and then remit payment back to MARCK. Pauli included that the monthly service fee would be in the range of their current fees for the city of Trumann, AR, which is \$17.95 for the first bin, with a discounted rate for the second. Brookland resident, Bobby Williams asked about a discounted rate for senior citizens. Mayor Jones added that the current discount is \$2.00 for residents aged 65+. Pauli explained that MARCK does not currently offer a discount but would consider doing so in order to mirror the city's current trash service. Williams also asked about a back-door pickup for ill or ailing residents who are unable to walk their bins to the curb. Pauli responded that MARCK currently does not offer that service. Council member David Loggins asked about start-up costs. Pauli explained that there are no up front costs, as the cost for trash bins is built into the monthly fee. Mayor Jones ended by stating that the council would discuss this further at next month's meeting and invited Pauli and Johnson to attend.

4. Meeting Break:

Motion by: David Loggins

Second by: Jason Cooper

To: Take a 5-minute break beginning at 7:58 PM

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

5. Back in Session:

Motion by: David Loggins

Second by: Jason Cooper

To: Go back in session at 8:03 PM

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

6. Ordinance 2024-16 – 1st reading of Water Shut Off Policy (ally meters):

Attorney Kevin Orr read aloud Ordinance 2024-16 entirely for first reading. No other action taken.

7. Ordinance 2024-17 – Ordinance establishing electronic bill pay to suppliers and establishing policies:

Attorney Kevin Orr read aloud Ordinance 2024-17 entirely for first reading.

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the second reading of Ordinance 2024-17 by titles only

Discussion: None

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

***2nd reading by titles only of Ordinance 2024-17 by Attorney Kevin Orr:**

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the third and final reading of Ordinance 2024-17 by titles only

Discussion: None

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

***3rd and final reading by titles only of Ordinance 2024-17 by Attorney Kevin Orr:**

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt Ordinance 2024-17 as written

Discussion: None

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

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

Motion by: Jason Cooper

Second by: David Loggins

To: Adopt the Emergency Clause in Section 6 of Ordinance 2024-17 as written

Discussion: None

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

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

8. Ordinance 2024-18 – Ordinance to approve/disapprove La Cascada Restaurant’s Liquor license to go before the ABC Board:

Attorney Kevin Orr read aloud Ordinance 2024-18 entirely for first reading. No other action taken.

9. Ordinance 2024-19 – Adopt Employee Handbook:

Attorney Kevin Orr read aloud Ordinance 2024-19 entirely for first reading.

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the second reading of Ordinance 2024-19 by titles only

Discussion: None

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

***2nd reading by titles only of Ordinance 2024-19 by Attorney Kevin Orr:**

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the third and final reading of Ordinance 2024-19 by titles only

Discussion: None

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

***3rd and final reading by titles only of Ordinance 2024-19 by Attorney Kevin Orr:**

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt Ordinance 2024-19 as written

Discussion: None

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

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

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt the Emergency Clause in Section 4 of Ordinance 2024-19 as written

Discussion: None

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

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

10. Ordinance 2024-20 - Setting pay scale for Mayor’s salary:

Attorney Kevin Orr read aloud Ordinance 2024-20 entirely for first reading.

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the second reading of Ordinance 2024-20 by titles only

Discussion: None

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

***2nd reading by titles only of Ordinance 2024-20 by Attorney Kevin Orr:**

Motion by: David Loggins

Second by: Jason Cooper

To: Suspend the rules and go to the third and final reading of Ordinance 2024-20 by titles only

Discussion: None

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

***3rd and final reading by titles only of Ordinance 2024-20 by Attorney Kevin Orr:**

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt Ordinance 2024-20 as written

Discussion: None

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

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

Motion by: David Loggins

Second by: Jason Cooper

To: Adopt the Emergency Clause in Section 9 of Ordinance 2024-20 as written

Discussion: None

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

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

11. Vector Disease Control Monthly Mosquito Report:

Mayor Jones notified the council of the monthly mosquito abatement report on their desks. No questions were asked.

Old Business:

12. ARDOT Sidewalk Project #101143 Update:

Mayor Jones updated the council on this item. Jones stated that the people who were waiting to be paid for the ROW on their properties have picked up the appraisals. Jones also stated he has not heard back from them regarding the appraisals.

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

Mayor Jones informed the council that he is still working on this issue. Jones stated that he has looked back at how this type of issue was previously handled and is hopeful he can find a solution that works for both the city and the Thompson’s.

14. Parks Committee Update:

David Loggins gave the council an update on the city parks. Progress is being made as planned and weather permitting.

15. Sportsplex Update:

Jason MacDonald, with Fisher & Arnold, spoke to the council about the status of the sportsplex project. MacDonald reminded the council that bids for this project have been rejected a few times because the costs were significantly higher than the budget available. After some discussion, it was decided that the city should move forward with bid requests for 2 regulation fields, a concession stand, parking, and lighting.

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

August 2024	General Fund:	Street Fund:	Utility Fund:
Beginning Balance:	\$1,000,011.56	\$474,577.52	\$533,293.24
Ending Balance:	\$988,029.20	\$472,144.12	\$488,510.58

Mayor’s Notes:

✓ **Brookland Hills traffic @ Ellis Drive and Cole Drive intersection:**

Mayor Jones updated the council about this situation. Jones informed the council that Brookland PD was working to resolve some of the reported traffic problems in this area.

- ✓ **Discuss paving West Matthews Street from Holman to South Oak Street:**
Mayor Jones reminded the council about this. Jones explained that, although funding for this project will not be received until 2025, he would like to proceed as planned.

- ✓ **Discuss the bill from the county for the new street:**
Mayor Jones informed the council that the invoice for this project has been reduced by approximately \$40,000 from the original amount.

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: 9:23 PM

Kenneth Jones, Mayor

Julie Thomas, City Clerk/Treasurer