

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

TUESDAY ~ JANUARY 22, 2019 ~ 6:00 P.M.

FORT SMITH PUBLIC SCHOOLS SERVICE CENTER

The meeting was called to order by Mayor George McGill, presiding. Invocation was given by Director Neal Martin, followed by the Pledge of Allegiance.

On roll call the following members of the Board were present: Directors Keith Lau, Andre' Good, Mike Lorenz, George Catsavis, Robyn Dawson, Kevin Settle, and Neal Martin. The Mayor declared a quorum present.

Mayor McGill inquired if any Board member had any item of business to present that was not already on the agenda. There was none presented.

The minutes of the January 8, 2019 regular meeting was presented for approval. Lau, seconded by Good, moved approval of the minutes as written. The members all voting aye, the Mayor declared the motion carried.

Item No. 1 was a presentation by the Girl Scout Diamonds of Arkansas, Oklahoma, and Texas.

Girl Scout Cadet Kathryn Kaelin, Troop 4383, addressed the Board advising she's a sophomore at Northside High School and has been a Girl Scout for eleven (11) years. Orders for Girl Scout cookies is currently ongoing and will continue through February 3rd. The cost is \$5.00 per box with delivery anticipated around February 23rd. Proceeds from cookie sales are used for fun and community service projects. A few of the older Girl Scouts will travel to Canada this summer, and the service unit will donate backpacks full of goodies to the LEAP Program at the Western Arkansas Guidance and Counseling Center. She further extended much appreciation to all for supporting Girl Scouts.

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Girl Scouts Jewell Callahan, Rosalliya Kinnard and Kayleigh Cravens of Troop 4193, and Chloe Medlock, Madaline Cox, Everly Pollard, Zenie Basham, Olivia Hendricks, MaKenzie Harris, and Kaley Brown of Troop 4126 then presented baskets of cookies to the Mayor, each member of the Board and Administration, and served cookies to all those in attendance.

Mayor McGill extended much appreciation for the presentation and urged everyone to order some Girl Scout cookies. Additionally, he extended admiration to the Girl Scout leadership acknowledging the countless volunteer hours that such requires.

Director Settle also conveyed much appreciation for the presentation and urged all to support the Girl Scouts.

Director Dawson also extended gratitude for the presentation advising she, too, was a Girl Scout, and encouraged the girls to stay involved in scouting citing such teaches leadership and a lot of things that will help girls in the future.

Item No. 2 was the annual compliance of Act 235 of 2015 to assemble and organize the governing body of the City of Fort Smith for 2019.

City Administrator Carl Geffken briefed the Board on the item advising Act 235 of 2015 requires that *"members of a govern body elected for each city or town shall annually in January assemble and organize the governing body."* Such is required to be on the agenda in order to satisfy the requirements of Act 235 of 2015. The Board of Directors have adopted ordinances that set the meeting dates for 2019 and maintain established and long-standing procedures for setting agendas, as well as conducting the meetings of the governing body. Unless amendments to the aforementioned are requested, no formal action is required.

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Item No. 3 was an ordinance ordering the owners of certain dilapidated and substandard structures to demolish same, authorizing the City Administrator to cause the demolition of such structures to occur, and for other *purposes (1305 North 46th Street and 2 out buildings)*

Director of Development Services Wally Bailey briefed the Board on the item advising the structures have been determined to unsafe and detrimental to the public welfare. The property owner and multiple mortgage holders have been notified of the proposed action via certified mail, and were provided fifteen (15) days to file an appeal. No appeal was filed within the aforementioned timeframe. The structure burned on September 13, 2018; however, the property has been without water service since January 2013. Upon approval, the property owner will have thirty (30) days to either bring the structures into compliance with City Code or demolish same at their expense. If such is not accomplished, the City will initiate action to ensure demolition of the structures is achieved.

Lau, seconded by Good, moved adoption of the ordinance. The motion included suspending the rule to allow the three (3) full readings of the ordinance to be by caption and for the readings to occur on the same date. The City Clerk read the ordinance by caption for its readings. Prior to the vote, Director Good acknowledged the property owner did not file an appeal within the fifteen (15) day period; however, he inquired if a request for appeal was received after the deadline.

Mr. Bailey confirmed that no appeal to the City's action was submitted neither before nor after the fifteen (15) day period.

The motion remaining on the floor and the members all voting affirmatively, the Mayor declared the motion carried. Catsavis, seconded by Settle, moved adoption of

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Section 5 the emergency clause. The members all voting affirmatively, the Mayor declared the motion carried and the ordinance and emergency clause were adopted and the ordinance was given Ordinance No. 4-19.

The consent agenda (Item No. 4) was presented for consideration, the items being as follows:

- A. Resolution authorizing the Mayor to execute a lease agreement with SRCA for the Fort Smith Senior Activity Center
- B. Resolution authorizing the Mayor to execute a lease agreement with SRCA for the Baker Senior Activity Center
- C. Resolution authorizing engineering services agreements for the design of projects in the 2019 Street and Associated Drainage Sales Tax Program (\$310,950.00 / *Engineering Department / Budgeted - Sales Tax Program*) ♦ *Future Fort Smith Item*
- D. Resolution to accept the bid and authorize a contract for the 2018 Street Overlays/Reconstruction, Phase A, Project 18-03-A (\$2,287,658.87 / *Engineering Department / Budgeted - Sales Tax Program*) ♦ *Future Fort Smith Item*
- E. Resolution accepting completion of and authorizing final payment for the 2018 Street Striping Replacement, Project No. 18-85-A (\$1,667.37 / *Engineering Department / Budgeted - Sales Tax Program*)
- F. Ordinance authorizing the Mayor to execute agreements for certain services for inhabitants of the City of Fort Smith (*SRCA, Area Agency on Aging, and Project Compassion*)
- G. Ordinance authorizing the Mayor to execute agreements for certain services for inhabitants of the City of Fort Smith (*Fort Smith Museum of History*)
- H. Resolution accepting the bid for purchase of a fire truck (\$579,885.00 / *Fire Department / Budgeted - Fire Apparatus Sinking Fund*)

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- I. Resolution authorizing acquisition of water line easements in connection with the Lake Fort Smith Water Transmission Line - Phase 2 (\$19,947.50 / Utility Department / Budgeted - 2018 Revenue Bonds) ♦ Future Fort Smith Item
- J. Resolution authorizing the Mayor to execute Change Order No. 1 with Goodwin & Goodwin, Inc. for the Highway 45 and Geren Road Sewer Extension (days only / Utility Department) ♦ Future Fort Smith Item
- K. Resolution accepting the project as complete and authorizing final payment to Goodwin & Goodwin, Inc. for the Highway 45 and Geren Road Sewer Extension (\$12,618.63 / Utility Department / Budgeted - 6505 Capital Improvement Projects) ♦ Future Fort Smith Item
- L. Resolution accepting the bid of and authorizing the Mayor to execute a contract with Goodwin & Goodwin, Inc. for FRCA Sewer and Fire Protection Improvements (\$1,249,510.00 / Utility Department / Budgeted - 6505 Capital Improvement Projects) ♦ Future Fort Smith Item
- M. Ordinance authorizing master lease agreement with Caterpillar Financial Services Corporation regarding lease of Caterpillar 349F excavator for the Fort Smith Sanitary Landfill and authorizing the Mayor and City Administrator to negotiate and execute all necessary documents regarding said agreement
- N. Ordinance authorizing master lease agreement with Leasing 2, Inc. regarding lease of Aljon 600 compactor for the Fort Smith Sanitary Landfill and authorizing the Mayor and City Administrator to negotiate and execute all necessary documents regarding said agreement

Lorenz, seconded by Settle, moved adoption of all consent agenda items. Prior to the vote and regarding Item No. 4C, specifically Traffic Signal Coordinated Timing Plans, Project No. 19-09-B, Director Martin inquired when the traffic signals along Rogers Avenue were last coordinated.

Director of Engineering Stan Snodgrass advised such was accomplished within the three (3) to five (5) years. He clarified the project does not consist of any traffic signal

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replacement citing such is solely to address traffic flow. A brief explanation of the project was provided citing data will be collected and submitted into traffic model software. The software will evaluate the data and adjust traffic signal timing accordingly.

With regard to Item No. 4H, Director Dawson extended much appreciation to the Fort Smith Fire Department for consistently being frugal with allotted funds. Assurance was conveyed that such, along with quality leadership of the department, is the reason funds are available to purchase the subject fire truck. Additionally, Fort Smith maintains an ISO Class 1 rating, which said rating is based on a municipalities ability to provide excellent fire protection to its citizens. Due to the Class 1 rating, such affords residents of Fort Smith much lower insurance rates.

Regarding Item No. 4K, Director Catsavis questioned when improvements to Geren Road will be initiated and estimated date for completion.

Mr. Snodgrass advised construction is expected to begin this year with anticipated completion in approximately twelve (12) to eighteen (18) months.

With regard to Items No. 4M and 4N, Director Dawson noted the Sanitation Department has been in desperate need of new equipment for quite some time. She conveyed much gratitude to Director of Sanitation Kyle Foreman for thoroughly reviewing the equipment needs of the department, and having the vision to address said needs for the future.

The motion remaining on the floor and the members all voting affirmatively, the Mayor declared the motion carried and the ordinances and resolutions were adopted with the ordinances given Ordinance No. 5-19 through 8-19 respectively, and the resolutions given Resolution No. R-11-19 through R-20-19 respectively.

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Mayor McGill opened the Officials Forum with the following comments offered:

- ▶ Administrator Geffken

Re: Advised he, along with Mayor McGill, Directors Settle and Martin, and the City Clerk recently attended the Arkansas Municipal League Winter Conference in Little Rock citing such was successful and very educational.

The Board convened into executive session at approximately 6:23 p.m., and after reconvening, Mayor McGill announced the following appointment nominations:

SEBASTIAN COUNTY REGIONAL SOLID WASTE MANAGEMENT BOARD
 ~ *Deferred to future meeting at the January 8, 2019 regular meeting* ~

Director Mike Lorenz (reappointment)
 Term expires January 21, 2021

Director of Sanitation Kyle Foreman
(to fill the unexpired term of former Director Tracy Pennartz)
 Term expires January 21, 2022

Lau, seconded by Settle, moved acceptance of the above named appointment nominations. The members all voting aye, the Mayor declared the motion carried.

There being no further business to come before the Board, Good moved that the meeting adjourn. The motion was seconded by Catsavis, and the members all voting aye, the Mayor declared the motion carried and the meeting stood adjourned at 6:31 p.m.

APPROVED:

MAYOR

ATTEST:

CITY CLERK