

Minutes of the Malvern City Council

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Held in the City Hall Courtroom

Monday, February 8, 2016

The Malvern City Council met for its regular monthly meeting on Monday, February 8, 2016 at 7:00 p.m. in the City Hall Courtroom. Mayor Brenda Weldon called the meeting to order and led the invocation and pledge of allegiance. Present for the meeting were Council members Mary Fraction, William Wilson, Lynn Davis, J. Wayne Reynolds, Peggy Lusinger, Robin Halbert, Larry Stiles and David Cross. Also present were City Clerk/Treasurer Phyllis Dial and City Attorney Cecilia Ashcraft. Mayor Weldon declared a quorum present and welcomed everyone to the meeting.

A motion was made by Reynolds, seconded by Fraction to adopt the minutes of the previous regular meeting held on January 11, 2016 and special meeting held on January 19, 2016. Voting for the motion were Aldermen Fraction, Wilson, Davis, Reynolds, Lusinger, Halbert, Stiles, and Cross. All voting for motion carried.

Monthly departmental reports were considered. A motion was made by Fraction seconded by Davis to accept departmental reports as posted. Alderman Reynolds noted that he did not see a police report or LifeNet report and Clerk Dial noted that she would check on them and get them posted properly. Voting for the motion were Aldermen Fraction, Wilson, Davis, Reynolds, Lusinger, Halbert, Stiles, and Cross. All voting for motion carried.

There was no old business to come before the Council.

Under new business, a motion was made by Council Member Fraction, seconded by Reynolds to authorize the destruction of computers by the IT Department on the list presented in the packets. Voting for the motion were Aldermen Fraction, Wilson, Davis, Reynolds, Lusinger, Halbert, Stiles, and Cross. All voting for motion carried.

A motion was made by Council Member Davis, seconded by Stiles to appoint Mrs. Judy Butler to the Malvern Civil Service Commission as the representative from Ward 1. Mayor Weldon noted that this will give the Civil Service Commission a full roster. Voting for the motion were Aldermen Fraction, Wilson, Davis, Reynolds, Lusinger, Halbert, Stiles, and Cross. All voting for motion carried.

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A motion was made by Alderman Reynolds, seconded by Stiles to authorize the Mayor to sign the annual contract for the operation of the Boys and Girls Club as discussed at the Finance/Agenda meeting. Voting for the motion were Aldermen Fraction, Wilson, Davis, Reynolds, Lusinger, Halbert, Stiles, and Cross. All voting for motion carried.

Mayor Brenda Weldon presented the annual State of the City Address. She reflected on the accomplishments of the City during her first year of office and noted challenges, projects and goals for the upcoming year in the various city departments, and the downtown area (see attached report).

A motion was made by Reynolds, seconded by Stiles to adjourn. There being no further business to come before the Council, the meeting was declared adjourned.



Brenda J. Weldon, Mayor



Phyllis Dial, City Clerk/Treasurer



IT Department

Computers and Devices for Disposal at Solid Waste

Date: 1/28/2016

Notebooks: 2

Desktops: 7

Printers: 1

- 4094 **Inactive** MPD Dell PR 3400 Desktop GL6DMJ1
- 4086 **Inactive** MPD Dell OP 360 Desktop J8GTDK1
- 4090 **Inactive** MPD Dell OP 360 Desktop J8PTDK1
- 4056 **Inactive** IS Dell OP 745 Desktop GTVLVC1
- 4099 **Inactive** MPD Dell OP 366 Desktop J8DRDK1
- 4067 **Inactive** MPD Dell OP 740 Desktop 5T76KH1
- 4100 **Inactive** MPD Dell OP 380 Desktop 4DX3PL1
- 4089 **Inactive** MPD Dell Lat D830 Notebook 1RWGFG1
- 4103 **Inactive** MPD Dell Lat D820 Notebook HH1PKC1
- #03648 Printer

John M. Ragland
Director of IT

January 12, 2016

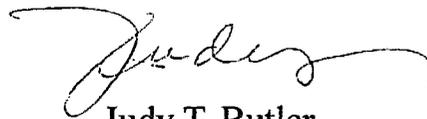
Mayor Brenda Weldon
City of Malvern
City Hall
Malvern, Arkansas 72104

Honorable Mayor Weldon,

It has come to my attention that there is currently a vacancy on the Civil Service Board of the City of Malvern in Ward 1.

I am very interested in the government of the city, having served for several years on the Planning Commission, and I would like to volunteer my time and service to this position if I could be useful to our City.

Sincerely,



Judy T. Butler
1729 East Page
Malvern, AR 72104

STATE OF THE CITY ADDRESS

MAYOR BRENDA WELDON

I am honored today to present you the State of the City. I would like to spend a few minutes reflecting our accomplishments this past year as well as setting out our vision, goals and challenges for this year.

Parks: The Street Department installed a new walking bridge to help the water flow which has prevented flooding in the park, which in turn has prevented bank erosion. The city has also applied for a grant to resurface the tennis court and we should hear from that this spring. Some future projects that I would like to see for the city is installation of a new ADA Bathroom in the park and sidewalks for easier access in wheelchairs. I would also like to see a new bathroom built in the stage area. There are some grants available for ADA improvements through the Arkansas Parks and Tourism that required a 50/50 match. Hopefully that is something we can apply for in the near future.

Main Street: There are two groups working towards improving town down Malvern, which is the Malvern Merchants and the Downtown Development Corporation. Some of the things being worked on to improve the appearance of Main Street is installing new flower pots, trash cans and benches. I am also working closely with the Downtown Development Corporation researching the possibly of putting new directional signs. We have met with the Arkansas Highway Department a few times to determine the feasibility of the project. A future project I would like to see is repairing and fixing the problems with the brick sidewalk and adding footers to stabilize the light poles.

Streets: I requested a study several months ago from the Arkansas Highway Department asking for a solution to the traffic congestion due to vehicles turning into Fred's. Recently, it was determined that a turning lane was warranted and was installed. I have also contacted the Arkansas Highway Department about updating all of the population signs coming into Malvern, that was approved and the new signs should be installed very soon. All signs on Arkansas Highways are

governed by that department. I am continually asking for assistance with repair of East Page/Hwy 67. I have been told by our district engineer that it is on the list and will be repaired as the money becomes available. The city has been approved for State Aid, which is street repair totaling \$250,000.00. That amount will get us about 1 1/2 miles of milling a street and overlaying with new asphalt. I have requested that Pine Bluff Street and a small section of Moline, hopefully that will start as soon as weather permits, time frame will be at the discretion of the Highway Department.

Street Department: When I took office on Jan 1, 2015, the city had 33 streets cuts that had not been repaired, numerous drainage issues, overall street problems and working from a Master Street Plan from 1979. We are keeping up with street cut fixes as weather permits and have worked on numerous drainage issues. The Street Department along with a contractor has completed repair of Walco Road that was washing away due to flooding. The department will be receiving a new Street Sweeper very shortly and work will begin cleaning our streets. One of the street problems we will be fixing this year is the corner of Harper and McHenry. The street is washing away due to erosion of a drainage ditch and that section of the street is currently closed. In 2016 work will continue on street cuts, drainage issues, pot holes and overall upkeep of our city streets.

Animal Control: The animal shelter had a terrible roof leak and had major damage last year. Most repairs have been completed along with installing heat in the animal caged area. A new Animal Control Officer was hired last year and is working well with the Stop Animal Cruelty Organizations to place the adoptable animals in homes. I would also like to thank the organizations and individuals that have donated foods and items to help the shelter.

Malvern Water Works: One of the things that was accomplished last year that started in 2014 was the completion of construction on an intake generator project at the river in connection with the Water Treatment Plant. Others things accomplished last year included replacing the baffle curtains in one of the sewer ponds at the Wastewater Plant, cleaned sewer lines, replaced hydrants along with the normal daily maintenance work to our overall infrastructure. Equipment purchased last year included tractor and loader, service truck, mower and Hi-Vac

Truck for sewer line maintenance. The City hired an engineering firm to complete a 5 and 20 year plan to determine what needs to be replaced, repaired or updated within the water and sewer infrastructure. That plan should be completed in the near future.

Fire Department: 2015 has been a busy year for the Malvern Fire Department. We started 3 new employees this year so there has been a lot of training done by each shift as these guys are required to get over 400 hours of basic training and an additional 100 hours of new driver training. They have all done an excellent job. We took delivery of a brand new engine fully equipped with rescue tools that have made a huge impact on our rescue efforts in the city as well as the county. We look forward to some new things in 2016 and some big changes that are taking place in our department.

Building and Code Enforcement: For the year of 2015, the department sold 895 permits, which include building projects, dog license, street cuts and plumbing, mechanical and electrical permits. We were able to tear down 7 condemned properties with the money budgeted last year. Several more properties are in need of demolition and we will continue to do so as funds are available. I have recently done some restructuring within the department. Now the Building and Code Enforcement Office is under the supervision of the Fire Department Chief, which I feel is a great fit because all commercial buildings are inspected by the Fire Department. Some of the things planned for this area this year include, selling the cemetery lots in Oakridge annex, updating the building ordinances, automating the department and reviewing all procedures.

Police Department: Last year the department received grants for a special investigator for Crimes Against Women and Children, grants for safety items which included a license plate reader and bullet proof vests. The department received a total of 12,982 calls from citizens and worked another 2,088 officer initiated calls. They also worked 393 accidents, served 589 warrants, and entered another 740. Some of the community projects completed were: MPD Fall Festival and Haunted House, Shop with a Cop, one of our officers was selected to serve on a Child Abduction Response Team that covers 7 counties, renovation of the animal Shelter and installing heating for the animals, officer assisted code

enforcement with ordinance violations and two officers were assigned as resource officers at Malvern High School. For 2016, plans are to renovate a donated building for growing departmental needs.

Misc: The council approved the purchase of a human resource software called JSEP to determine how the city pay compares to our peers. Our job titles and pay scales were compared to 12 other cities throughout the state that was comparable to our city. The results were that the average pay of the employees and elected officials was 22% under what they should be making. Future plans of the council is to use that information to gear any pay increases towards the findings of the study.

I also have the Planning and Zoning Commission working on updating the Master Street Plan and when that is completed, I will have them working on an alternate truck route instead of Walco Road and updating our Building codes.

I can't cover all the things that was done last year or plan to do in the future because of time restraints, but just know that each day I work hard to run the daily operations of the city and to improve the quality of life for each citizen in the City of Malvern.