

CITY OF HOPE
BOARD OF DIRECTORS MEETING
TUESDAY, JUNE 5, 2007, 7 P.M.
CITY HALL BOARD ROOM

- ITEM 1: CALL TO ORDER
- ITEM 2: INVOCATION
- ITEM 3: REVIEW MINUTES OF MAY 15, 2007 BOARD MEETING
- ITEM 4: GRANT SUBMISSION: HOPE IN ACTION
- ITEM 5: UPDATE ON LANDFILL PROJECT
- ITEM 6: CITY MANAGER'S REPORT
- ITEM 7: CITIZENS REQUEST

**CITY OF HOPE
BOARD OF DIRECTORS MEETING
7:00 P.M., TUESDAY, MAY 15, 2007
CITY HALL BOARD ROOM**

The City Board of Directors met at 7:00 p.m., Tuesday, May 15, 2007, with the following present:

Catherine Cook, City Manager
Joe Short, City Attorney
Carol Almond, City Clerk

Directors: Dennis Ramsey, Mayor
David Johnson, Vice-Mayor
Doodle Franklin
Willie Walker
Don Still
Don Hall
Steve Montgomery

Mayor Ramsey called the meeting to order. Director Don Still opened the meeting with a prayer.

Minutes of the May 1, 2007 meeting were reviewed and approved on a motion by Don Still, seconded by Don Hall. All present voted "Aye." Motion carried.

The U.S Department of Justice, Office of Justice Program's Bureau of Justice Assistance, has announced it is seeking applications for funding the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The City of Hope and Hempstead County are eligible for a total award of \$10,678. Jurisdictions certified as disparate, which includes Hope and Hempstead County, must submit a joint application for the aggregate funds allocated specifying the amounts of funds to be distributed to each unit of government.

The City of Hope has obtained this grant in the past and requests Board permission to make joint application with Hempstead County or make single application if Hempstead County chooses to waive their portion of the potential award. Applications are due by July 2, 2007. If funds are awarded, the Hope Police Department would request to utilize funds obtained to offset the cost of obtaining and equipping new police vehicles for fiscal year 2008.

The Arkansas State Police Highway Safety Office is seeking a proposal from the Hope Police Department for continuation of the selective traffic enforcement project. The proposal will be included for consideration in the states Highway Safety Plan (HSP) and will be used to help identify problems related to highway safety issues as well as recommend various projects. Proposals will be selected based on the number of proposals received, the amount of funds available, and other evaluative criteria. Proposals must be submitted by May 25, 2007.

After some discussion Don Hall made a motion to grant the Police Department permission to submit both grant applications, seconded by Don Still. All present voted "Aye." Motion carried.

The Board continued discussion of the proposed Tree City USA ordinance presented by Parks and Recreation Superintendent Paul Henley. After some discussion this proposed ordinance was tabled to allow for some revisions to be made.

The Board continued the discussion about restrictions for yard waste burning.

Several questions were posed from citizens about this subject.

Ashley Oller asked where the leaves went after pick up. It was explained to her that the City landfill can not accept this type of debris. All leaves are taken to the shop yard and used a mulch and fill by anyone who needs it.

Mike Smith, Randy Hollis and Vernan Pack expressed concern about the level of service provided with regard to leaf pickup once these restrictions were imposed. Mayor Ramsey, Mrs. Cook and the Board assured citizens that this service would operate efficiently should burning be restricted.

After some additional discussion, this item was tabled.

Act 1828 of 2005 passed by the Arkansas State Legislature, made changes to the sick leave accrual rate for firefighters and also increased the maximum amount of sick leave that firefighters could accumulate.

Mrs. Cook asked the Board to authorize staff to change the accrual rate immediately and also credit our existing firefighters with the increased accrual since the effective date of August 2005.

Act 1828 of 2005 (effective August 12, 2005) changed the definition of "working day" for paid firefighters from an 8-hour day to a 24-hour day as it related to "sick Leave" and its accrual. Firefighters in Hope, as in many other locales, work a 24-hour shift every third day. They work 10 shifts a month, 120 shifts a year.

According to our current personnel handbook, they accrue the following sick leave:

Police officers and firefighters will earn sick leave at the rate of one hundred sixty (160) hours annually. Ark. Code Ann. 14-52-107(a)(1) and 14-53-108(a)(1).

The maximum accumulation for sick leave is seven hundred twenty (720) hours. When an officer or firefighter has accumulated the maximum hours of sick leave, no additional hours of such leave may be earned until a portion of the accrued leave has been taken. Ark. Code Ann. 14-52-107(a)(2) and 14-53-108(a)(2).

Sick leave will be earned at the rate of one-fifty second (1/52) of authorized annual sick leave per full week of service and will be credited as earned each pay period. [3.08 hours per week] No employee will be granted sick leave in excess of leave actually earned.

Act 1828 of 2005 changed both the rate of accumulation and the maximum accumulation allowed. The current statute in effect says that all firefighters shall accumulate sick leave in accordance with a municipal ordinance at the rate of not less than ten (10) working days (240 hours) nor more than twenty (20) working days (480 hours) per year, beginning one year after the date of employment.

It also indicates that the maximum accumulated leave will be 1,440 hours unless the City authorizes a greater amount up to 2,160.

Staff neglected to request that City of Hope Personnel Handbook be changed when this Act went into effect on August 12, 2005.

In order to correct that oversight, staff requested that the following occur:

1) Correct the current leave accrual rate and maximum leave accumulation of current firefighters to reflect the change in those items since August 12, 2005 (the effective date of Act 1828 of 2005) until the present. This will involve adjusting the sick leave totals for our current firefighters by adding 6.23 hours per week to their accumulated leave up to the maximum of 1,440 hours.

2) The City of Hope Personnel Handbook be revised to reflect the following (revision of Section 307 Sick Leave Benefits, pg. 23 City of Hope Personnel Handbook). This revision would be presented to the Board formally in November, probably with some other Handbook revisions and would take effect in January of 2008.

New Section to Read as Follows:

Firefighters:

Firefighters will earn sick leave at the rate of two hundred forty (240) hours annually. Ark. Code Ann. 14-53-108.

The maximum accumulation for sick leave is one thousand four hundred forty (1,440) hours. When a firefighter has accumulated the maximum hours of sick leave, no additional hours of such leave may be earned until a portion of the accrued leave has been taken. Ark. Code Ann. 14-53-108.

Sick leave will be earned at the rate of one-fifty second (1/52) of authorized annual sick leave per full week of service and will be credited as earned each pay period. [4.62 hours per week] No employee will be granted sick leave in excess of leave actually earned.

Don Hall made a motion for staff to change the accrual rate and to credit back any lost time, seconded by David Johnson. All present voted "Aye." Motion carried.

Mrs. Cook updated the Board about the theft of the Animal Control vehicle. It was stolen from the City Shop. The vehicle was behind the locked fence and was driven through the fence. No information about it's where current status is available.

An asphalt stripper milling machine will be demonstrated 10:00 a.m. on Thursday, May 17, 2007. Anyone interested in seeing the demonstration was invited to attend.

Staff is working on finalizing the contracts for construction of the new animal control facility. Alberson Plumbing has requested permission to warranty their work with a one year repair contract instead of obtaining a performance and payment bond. This contract will be prepared by City Attorney Joe Short.

David Johnson made a motion to grant Alberson Plumbing permission to enter into a warranty contract with the City for the plumbing done in the new animal control facility, seconded by Steve Montgomery. All present voted "Aye." Motion carried.

Mayor Ramsey addressed the Board about a request from the State of Oklahoma to rent ten acres of airport property to be used as a staging facility for two or three months for 400-500 travel trailers being purchased by the State of Oklahoma from government surplus. These trailers are part of the inventory at the FEMA facility located at the City Airport. The State of Oklahoma will move them off site as quickly as possible.

Two sites were chosen as possible locations. The first site is located to the right of the airport the second is located north of the hangers.

The Board agreed on \$700 a month in rent. This amount is equivalent to what FEMA pays per acre, per month.

After some discussion, Don Still made a motion to grant the State of Oklahoma permission to use the site north of the hangers at \$700 per month, with the understanding the property is rented on an "as is" basis, seconded by Don Hall. All present voted "Aye." Motion carried.

Meeting adjourned at 8:15 p.m.

Dennis Ramsey, Mayor

Carol Almond, City Clerk

ITEM 4: GRANT SUBMISSION: HOPE IN ACTION

Hope in Action, as part of their commitment to serving the homeless population of Hope and Hempstead County, continues to explore ways to further their mission. They currently provide shelter to the homeless on an immediate and short-term basis. In order to help homeless persons get back on their feet, they would like to be able to offer longer term shelter not just to single persons, but also to families. One of the opportunities that has been presented to them is to seek funding as part of a Regional Homeless Coalition through a Continuum of Care Grant from HUD.

The City of Hope would serve as the applicant for U.S. Department of Housing and Urban Development Continuum of Care Grant for homeless on behalf of the Regional Homeless Coalition, Hope in Action, Inc. Hope in Action, Inc. would serve as the lead agency.

Hope in Action would like to request the Board's approval for submission of a grant application in the amount of \$128,709 and requiring a cash match of \$6,875 (**to be provided by Hope In Action, Inc.**). If awarded the grant funds are to be used to provide for a permanent housing program for homeless families. The permanent housing will augment the existing emergency shelter and transitional housing programs currently operated by Hope In Action, Inc. The "permanent housing" program would be operated at Hope In Action, Inc. and utilize the FEMA trailers as housing for families. The grant would allow for housing vouchers payable to Hope In Action, Inc. to cover the cost of the purchase/lease of the trailers, transportation, and other supportive services necessary to operate the program. While HUD refers to this a permanent housing program, the clients would only reside in the trailers until they could live independently in the community.

Through the research and planning efforts of the Regional Homeless Coalition (Hope in Action, Inc. as a lead agency) the need for permanent housing for homeless families in Southwest Arkansas has been determined. The regional homeless count conducted on January 31, 2007 also documents the largest numbers of homeless in Southwest Arkansas are located in the vicinity of Hope. Therefore Hope In Action, Inc. is the logical selection to serve as the lead agency in this project.

HUD regulations require that units of local government or non-profits not affiliated with any agency eligible to receive funding from this grant be the applicant. We are requesting the Board grant approval for the City of Hope to serve as the applicant for the HUD Continuum of Care funds. If awarded the grant would provide \$5,000 for administrative expense which the City of Hope could use to offset their costs incurred from administering the program. The grant must be submitted prior to June 15, 2007.

Paul Henley and Craig Lindholm will attend the Board meeting to address any questions that the Board might have.

ITEM 5: UPDATE ON LANDFILL PROJECT

I wanted to take the opportunity to give the Board a complete update on the status of the Class 4 Landfill Project as well as our upcoming reapplication for our Class 1 Landfill permit and our update on our Groundwater Monitoring Plan.

ITEM 6: CITY MANAGER'S REPORT

- 1) Update on Greenwood Street
- 2) Results of City Auction
- 3) Any Questions regarding January-April 2007 City of Hope Revenue/Expense Report?
- 4) Pool Opening Date
- 5) Tree City USA Ordinance
- 6) Restrictions on Burning Discussion