

City of Blytheville

Public Works Committee

July 8, 2019

Meeting Minutes

Committee Members:

- Councilman Jones
- Councilman Mayberry
- Councilman Perrin (C)

Others In Attendance:

- Councilwoman Brothers

Minutes:

- I. Report from Director Mark Key
 - a. New excavator and new 40 yard boxes should arrive by mid-July
 - b. PW crew did a total of 27 work orders this month for Code Enforcement (was able to invoice 20).
 - c. The state will begin overlaying of Highland and Ruddle in the middle of August.
 - d. PW is working with the airport on fixing lights as it is needed.
 - e. Elm Street – still taking prices on overlay and culverts
 - f. Street Sweeper – new equipment looking at a 2-year lease. Jamie McCoy will be in to meet with John Callens and Mark Key before August PW meeting.
 - g. Director Key asked the committee to allow the hire of two new employees at the cost of \$30,330 (for the remainder of 2019). These two employees will be specifically designated for tearing down and cleaning up condemned houses. **(Committee approved and sent to Finance committee).**
 - h. Director Key also asked for additional \$50,000 for tipping fees as a result of tearing down condemned houses. **(Committee approved and sent to Finance committee).**

- II. Project Updates
 - a. Street repair on Ruddle and Highland – plan is to begin mid-August

 - b. Replacing airport lights – PW is working with airport as needed.

 - c. Elm St Repair – still taking estimates

- III. Items for the Committee
 - a. Purchase requests (see above Ig and Ih)

 - b. Ordinance requiring City Government Organizational Chart and job descriptions posted online
 - i. The committee discussed the need for an org chart and job descriptions in order to promote accountability and transparency. **A motion was made by Councilman Perrin and seconded by Councilman Jones that**

resolutions be written requiring these items to be maintained on the city website. Following the meeting, these resolutions were written and reviewed by both the City Attorney and City Clerk.

No remarks or questions outstanding, the meeting adjourned. Next month's meeting will be Monday, August 12 at 4:00pm.