

The City Council of the City of Sherwood met for a special called meeting on April 3, 2023, at 10:00 a.m. in the Council Chambers. Those present were Mayor Mary Jo Heye-Townsell, City Attorney Steve Cobb, City Clerk Charlotte Watson, Council Members Brooks, Harmon, Lilly(via phone), Williams, and Thomas. Council Members Wade, Broderick and Sanders were absent.

Resolution No. 29-2023 entitled, "A resolution approving a contract for environmental services in connection with the recovery efforts necessitated by the tornado of March 31st, 2023, waiving competitive bidding, and for other purposes" was read.

Brian Galloway, Public Works Director, introduced Nick Pratt, Deputy Director from Crowder Gulf and Tommy Webster from Tetra Tech. Tetra Tech is the management company that manages the FEMA paperwork and documentation. Crowder Gulf is the company that owns the equipment and performs the debris removal. Mr. Galloway stated that the reason the city would like to utilize these two contractors is because Crowder Gulf already has a contract in place with the city of North Little Rock. Crowder Gulf has agreed to extend the same pricing from their North Little Rock contract to the city of Sherwood. If the city had to go out for bids it would take at least 30 days and the city would likely not find a better price because these prices were negotiated before the tornado.

Colleen Young, Sherwood Finance Director, explained that the FEMA paperwork needed is very extensive. All details including hours worked by city employees and any debris pickup, everything has to be reviewed and approved before receiving reimbursement from FEMA.

Tracy Sims, Sherwood Emergency Manager, explained that the debris count is so high that ultimately the removal of this debris will be the city's responsibility. Mayor Heye-Townsell stated that the city of Sherwood has secured a debris field at the corner of Brockington and Hwy 107 which has been donated for use by the Ashley Company.

Council Member Harmon clarified with Tracy Sims that during the last tornado in Sherwood, the FEMA paperwork was handled by City employees. The paperwork was quite extensive and because of this there were delays in receiving reimbursement. The city received 75% reimbursement from FEMA during the last tornado. Mr. Sims stated that FEMA dedicates a certain percentage to pay for each event and at this time we don't know what that percentage will be. Mr. Sims also stated that there is a lot of debris in the rear of the homeowner's property and will need to be removed.

Tommy Webster, Deputy Director of Response & Recovery for Tetra Tech, stated that typical reimbursement from FEMA is 75% with the remaining being paid by the city. There are circumstances that can increase the reimbursement percentage including extent of damage, loss of life, etc. It is currently too early to determine that percentage. Mr. Webster stated that the city would most likely only be responsible for a maximum of 25% of the total cost. Mr. Webster explained that the way it works is that the city would hire a hauling contractor to remove the debris. FEMA requires that work to be monitored, documented and reported. The reason that TETRA has monitors out with every crew is to ensure that it is an eligible space where the debris is being removed. FEMA will want to know that debris is only being picked up in areas that the city owns (public property). TETRA crews make sure that only eligible debris is picked up and the debris is disposed properly. TETRA quantifies the amount of debris picked up so that the hauling contractor can be paid. All of this is done electronically. Whenever a TETRA monitor is onsite with a debris hauling truck, a load ticket is generated which geocodes where the operator is, so you know where the debris is being picked up. This ensures that debris is not picked up from an unauthorized place (i.e. someone's backyard, commercial property, etc.). This creates a trail showing where debris has been picked

up and how much debris is collected. Tetra maintains this information and the city has access to see all this information. Tetra will then help the city package all the information and submit to FEMA. Tetra will also help the city secure a permit to use the site for debris removal. The debris site needs to be about 4-5 acre minimum.

Nick Pratt, Director of Operations for Crowder Gulf, indicated that the site chosen to handle the debris for Sherwood is approximately 5-8 acres and is a good location to use. The site will be used for both organic debris and regular(trash) debris. These types of debris will be separated on the site. The city of Sherwood will be able to use the one site for both types of debris. The site at the corner of Brockington & Hwy 107 would only be for the city to use. Mr. Webster and Mr. Pratt did recommend that it was a good idea for the city to designate a separate site where Sherwood citizens could bring their debris. The site would have to be regulated and citizens would have to show identification to drop off debris so that records can be kept for FEMA. The citizen site would have to have debris separated between organic debris and trash debris.

Council Member Williams asked if there is an estimate of the cost. Mr Webster indicated that it is too early to estimate the cost of debris removal. Cost will depend upon how many houses have been damaged versus how much vegetation is on the ground. Council Member Williams asked how payment would be made. Mr. Webster stated that the city would pay Tetra Tech and then seek reimbursement from FEMA. Tetra Tech would assist the city in expediting the funding from FEMA in terms of getting data reconciled and getting invoices from contractor reconciled to submit invoices to FEMA as quickly as possible. Council Member Thomas asked since the city is paying Tetra Tech first and then Tetra Tech will help with the paperwork, will the city be served after North Little Rock since North Little Rock also has a contract. Mr. Webster stated that the North Little Rock and Sherwood projects would run simultaneously but will work autonomously from each other. Each city would have their own team working on the projects. The city of Sherwood would pay Crowder Gulf directly. All the work done by Crowder Gulf will be monitored, documented and reconciled by Tetra Tech. When Crowder Gulf has an invoice ready, it is sent to Tetra Tech for review. Once Tetra Tech has reviewed it then it will be sent to the city with a recommendation to pay. Council Member Harmon asked if FEMA organized the process for having a third party oversight company work with the city's contractor. Is this process one that FEMA organized for city's to use during an emergency. Mr. Webster responded that the process of monitoring the debris work is a FEMA requirement. Any work that happens when an outside contractor is hired to remove the debris must be monitored. The city could monitor the debris removal work of the outside contractor without hiring Tetra Tech but it is such a daunting task to keep up with it in the way FEMA requires it to be reported. Council Member Harmon clarified that the paperwork FEMA will receive that has been reviewed by Tetra Tech will be accepted more quickly. Mr. Webster responded that Tetra Tech will help the city put together and submit the FEMA paperwork. Because of the method Tetra Tech has in place to collect and produce the data needed, it is must more readily recognized. Council Member Williams asked how long the project would last. Nick Pratt responded that Crowder Gulf would work seven days a week from daylight to dark. He noted that this is a citizen driven event meaning that the debris that is at the road today could be picked up but any debris that is behind a citizen's home or business would still be left. It would be up to the city to determine a deadline to require citizens to have the debris to the roadway.

Council Member Harmon, seconded by Council Member Lilly, made a motion to adopt the resolution. Council Member Williams expressed that she felt the special called meeting should have been held at 1 p.m. when all eight council members could be present. Council Member Harmon disagreed and expressed that the citizens needs come first. The roll call vote was 4 ayes, Council Member Williams a no. Council Members Wade, Broderick and Sanders were absent. City Attorney Steve Cobb noted that pursuant to Arkansas Code the mayor can vote when the vote is needed to pass an

ordinance, bylaw, order or resolution. In this case, with 4 votes if the mayor were to vote this would pass the resolution. Mayor Heye-Townsell votes yes. The resolution passed.

Council Member Harmon, seconded by Council Member Thomas, made a motion to adjourn at 10:43 a.m.

ATTEST:


Charlotte Watson, City Clerk


Mary-Jo Heye-Townsell, Mayor

