

**City of Norfolk
Regular Council Meeting
May 17, 2011**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

Annette Bland

Ron Ragsdale

Christine Edwards

Frank Root

David Miller

Vickie Raub

Kay Dunn

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All the members of the Council were present to establish a quorum.

Consent of Agenda: No changes or additions

Approvals:

Minutes of the April 12, 2011 Workshop and April 19, 2011 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for April as written. The motion was seconded by Don Sappington and carried with 6 votes in favor and 0 votes against.

April Financial Report: A motion was made by Nina Brewer to approve the monthly financial report as written. The motion was seconded by Jimmy Mincey and it carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Request for Donation to Summer Youth Ball League: After considerable discussion of the financial condition of the city and the budget cut back that have been made by the city in projects and frozen pay rates for employees, Don Sappington made a motion to deny the request for 2011; Paul Beavers seconded the motion and it carried with 6 votes in favor and 0 votes against.

Martha Teegarden Proclamation: A proclamation was read whereby Mayor Reeves proclaimed May 21, 2011 as Martha Teegarden Day in recognition to over 40 years of service to the community by educating our youth through the Head Start Program. Ms. Teegarden will be the Grand Marshall for the Pioneer Day Parade.

Ordinance to adjust rates for Water meter deposits, hookup fees and installation fees: The first of three readings of the Ordinance was given.

Appointments to the Planning and Zoning Commission: Mayor Reeves requested that the Council approve the appointment of Kay Dunn to the position recently vacated by the resignation of Joan Carlsen; a term to expire December 31, 2012; and the appointment of Christine Edwards to the position recently vacated by the resignation of Michael Logan; a term to expire December 31, 2013. Ray Davis made a motion to approve the appointments as requested by Mayor Reeves; Nina Brewer seconded the motion and it carried with 6 votes in favor and 0 votes against.

JAMES

Drainage problem on Riverside Drive: Mayor Reeves announced that the Baxter County prisoners have spent two days cleaning out the drainage ditch which should help the situation in that area. Remedies for other areas of the city are still being studied.

Business License Request: Mayor Reeves reported that the owners have provided documents showing that they are approved to use the liquor license and his discussion with the ABC confirmed that they are cleared to begin doing business. Ray Davis made a motion to approve the request for a business license for Woodsman's Package as requested; Paul Beavers seconded the motion. Don Sappington asked if approval of the business license allowed them to sell on Sunday. Mayor Reeves stated that the business license approval does not require that business hours are stated; however, the City ordinance already allows Sunday sales of alcoholic beverages. He clarified that approval of the business license approves them to conduct their business legally in the city, in compliance with city code and ABC regulations. The motion carried with 5 votes in favor and 1 votes against that being Don Sappington.

Meetings and Announcements:

Planning Commission: The P & Z Meeting for May has been cancelled so the next scheduled meeting will be on Monday, June 27, 2011 at 5:30 PM at City Hall.

Pioneer Day: A meeting is scheduled for Wednesday, May 18, 2011 at 430 PM and Pioneer Day is Saturday, May 21, 2011. A special Dutch oven cooking demonstration will be held Friday evening at the Wolf House.

City Workshop: A meeting is scheduled for Tuesday, June 14, 2011 at 6:30 PM

Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Nina Brewer seconded the motion and it carried unanimously.

The meeting adjourned at 7:05 PM.

Special Note: Ray Davis reported that he heard a conversation on "Talk Radio" this morning about how great Norfolk look and other very positive comments about Norfolk. We should be proud.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

[Faint, illegible stamp or signature]

**City of Norfolk
City Council Workshop
May 10, 2011**

The regular workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

Annette Bland

Ron Ragsdale

Ernie Hubbard

Christine Edwards

Frank Root

Davis K Miller

Manfred Henzler

Levi Woods

Vickie Raub

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: Jon Casey asked to speak to the Council requesting a donation for the Summer Youth Ball Program

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for April, 2011- No comments or questions.

Unfinished business:

Abandon/Deteriorating Houses: A permit was approved and the Third Street house has been dozed. They intend to clean up the site on May 19th. Brenda Morrell has applied for a permit to tear down the house on her property.

Water Project: Project is essentially complete with minor details to finish up.

Pioneer Day: The last two meetings have only had two people attend each. A final meeting has been scheduled for Wednesday, May 18 at 4:30.

New Business:

Proclamation: The area head start office has asked the City for a proclamation to recognize Alma (Martha) Teegarden for over 40 years as a head start teacher in Norfolk. It has been decided that a proclamation will declare May 21st as "Martha Teegarden Day" and she will be the Pioneer Day Grand Marshall.

Review Cost/Rates for New Water Connections: The current meter fee for a new connection is \$350 and the cost of new meters is about \$391 each; an increase of about \$40. A review of the current connection fee schedule would be advisable. After some discussion, the Council will study the matter and it will be on the May meeting agenda.

Flooding Problems: Council member, Nina Brewer stated that the existing ditches and drainage culverts are not adequate to handle the heavy rains that we have had recently. They have filled in over time or become clogged up with debris. Discussion centered on who should be responsible for cleaning and maintaining them. The Mayor noted that a city ordinance states that the property owners should be the responsible party. It was pointed out that several of the "old town" residents are very elderly and unable to do it. It was also noted that the city does not have the correct equipment to do it but they may be able to rent a bucket for the back hoe that might work. A citizen from another area outside of the "old town" said that it wasn't just an "old town" issue, they were having similar issues along Riverside Drive with the County ditches. It was pointed out that even if you maintain your area of the ditch, if the next person doesn't the result is still flooding. This issue needs more study and will be placed on the June Workshop agenda.

Woodsman's Business License/Sunday Liquor Sales: Levi Woods, part owner, spoke for Woodsman's family business and the proposed Woodsman's Package business license application and a request for clarification on the existing city ordinance stating that "alcoholic beverages" may be sold on Sunday. He noted other liquor stores in Arkansas that are currently selling on Sunday but not in Baxter County. He provided several reasons that it would be beneficial to his business and the city to be able to sell on Sunday. The State Alcohol Beverage Commission will set guidelines for the business and at this time, those have not been determined. The license that was purchased by Woodsman's is still with the lawyers and in the process of being cleared and transferred. Mr. Woods has requested a

copy of the ordinance in Pyatt where it is known that a business is selling liquor on Sunday, but has not received it. He will share that with the Mayor as soon as he gets it. It was decided to delay any decisions until more information was available.

AML Training/Certification for Elected Officials: Jim Reeves, Ray Davis and Don Sappington have recently attended classes for elected officials through the program created by the Municipal League to help cities become more knowledgeable about the municipal processes and laws. They each shared many valuable things that they have learned and encouraged the other members to participate. A more knowledgeable council will be able to make better decisions for the city.

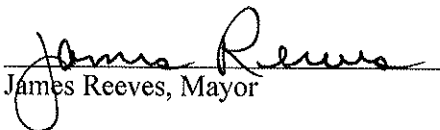
Review of the Personnel Policy: Mayor Reeves referenced an article in the recent April issue of the *City & Town Magazine* that addresses this subject. Our policy is not very specific in many areas and he suggested that a definition of the work week could save the city money by letting him manage employee overtime better. He intends to forward his recommendations to Ron Kincade to update an ordinance that would be clear, specific and legal; making it easier for new administrations to be consistent in the future.

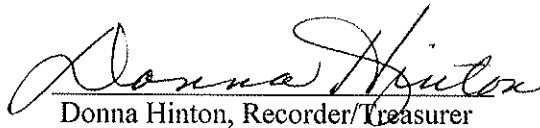
Planning and Zoning Commission Resignations/Appointments: Resignations from the Planning Commission have been received from Mike Logan and Joan Carlsen. Mayor Reeves said that it is his intent to appoint Kay Dunn and Christine Edwards to complete these terms.

Other Announcements:

Planning Commission: May P&Z Commission meeting has been cancelled.

With all other business completed, the meeting adjourned at 8:15 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

NOV 10 2011

**City of Norfolk
Regular Council Meeting
April 19, 2011**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Bobby Brewer
Vickie Raub

Rich Fischer
Frankie Baker

Stubby Stumbaugh

Annette Bland

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All the members of the Council were present to establish a quorum.

Consent of Agenda: No changes or additions

Approvals:

Minutes of the March 8, 2011 Workshop and March 15, 2011 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for March as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

March Financial Report and the First Quarterly Report: A motion was made by Nina Brewer to approve the monthly and quarterly financial reports as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Holiday Ordinance: Lisa Harrison made a motion to have the third reading by title only. Ray Davis seconded the motion and it carried with 6 votes in favor and 0 opposing. The third reading was given by title only. Lisa Harrison made a motion to approve the ordinance as read. The motion was seconded by Ray Davis and it carried with 6 votes in favor and 0 opposing.

Waste Disposal Contract: Stubby Stumbaugh presented the IESI contract for service to citizens through the City of Norfolk for a period of 2 years commencing on May 1, 2011. The contract increases the monthly service fee to customers by \$.20; a clause for a fuel surcharge and no change to the poly cart charge. Ray Davis made a motion to approve the contract for trash service with IESI as presented. The motion was seconded by Lisa Harrison and it carried with 6 votes in favor and 0 opposing.

Fire Station Hook up: Fire Chief Frankie Baker requested a water hook up for the new fire station. After some discussion, Jimmy Mincey made a motion that the City of Norfolk will use Water Capital Improvement funds to pay for parts and installation of a 2" meter and there will be no monthly charge for water service at the new fire station. The motion was seconded by Don Sappington and it carried with 6 votes in favor and 0 opposing.

National Historic Preservation Month Resolution: A resolution to declare May as National Historic Preservation Month was read. Ray Davis made a motion to approve the resolution as read. The motion was seconded by Nina Brewer and it carried with 6 votes in favor and 0 opposing. It will be recorded as Resolution 2011-04

Remove Moratorium on all new water connections: In the past due to lack of water pressure on the ridge and other location in the city, a moratorium had been placed on any new connections to the system. Mayor Reeves suggested that the Council consider lifting the moratorium since the new well and tower were providing adequate pressure though out the city. Ray Davis made a motion to lift the moratorium on new connections to the Norfolk City water system effective immediately. The motion was seconded by Lisa Harrison and it carried with 6 votes in favor and 0 opposing.

New Business: No new business was introduced at this time.

Meetings and Announcements:

Planning Commission: A public hearing on the proposed rezoning request is scheduled for Monday, April 25, 2011 at 6:30 PM and the Planning Commission will hold a meeting immediately following the hearing.

Pioneer Day: A meeting is scheduled for Tuesday, April 26, 2011 at 6:30 PM

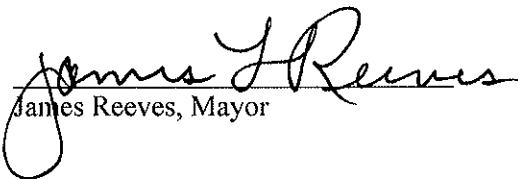
City Workshop: A meeting is scheduled for Tuesday, May 10, 2011 at 6:30 PM

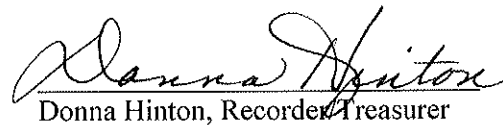
Adjournment: With no further business, Ray Davis made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:10 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
April 12, 2011**

The regular workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

David Miller
Annette Bland
James Smith

Vickie Raub
Frank Root
Mike Harrison

Stubby Stumbaugh
Janet Nelsen
Sara R. Allen

Kay Dunn
Leon Alexander
Jimmy & Rita Light

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No changes or additions were made.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for March 31, 2011- No comments or questions.

Quarterly Financial Actual to Budget Report: No comments or questions.

Unfinished business:

Holiday Ordinance: No Comment – scheduled for final reading and vote at Council Meeting.

Abandon/Deteriorating Houses: Ray Davis, Building inspector found mosquito lava and rats when he inspected the property and determined it to be dangerous as well as a health hazard. The Mayor will notify the land owner that the building must be torn down, removed and put into a safe condition.

Water Project Update: The new well has been turned on and is currently serving customers on the ridge. Minimal problems were incurred and pressure has been reported to be very good. The old city and Norfolk Village customers are still being served by the old well. The well house walls are up but needs a roof. The telemetry equipment still needs to be installed before the old well can be shut down.

Pioneer Day Discussion: Jimmy Mincey reported that his contact with an antique car club is hoped to bring about 30 antique cars to the parade and display in front of the Home Ec building. Lisa Harrison reported that nearly half of the vendor spots have been booked and she has located a dunk tank; the cost and location of which will be discussed at the next Pioneer Day Meeting. Ray Davis reported that he has contacted several area high school bands to be in the parade and is hoping to hear back from the Shiners and a couple of other groups.

New Business:

Rezoning Request: Jim Smith, an Arkansas Property partner /owner of the subject property and requestor, defined the property as an area along Hwy 5 to the river along the north edge of the city including the old overlook area. He described it as three pieces; 1) Lot 50 of River Ridge Park consisting of about 13 acres that will be the Conservation area 2) about .7 acres located at 12694 Hwy 5 with a log house and not in the subdivision. 3) Lot 50 B containing the well, septic and drive for the log house. Also included is a small ½ acre tract previously known as the "look out"? He explained that his partnership has given a conservation easement to Fish and Game to be preserved in its natural state. The development of that area will include 2 emergency exits with rock step to the river for rescue access; an asphalt drive way with parking for 4 cars, 1 RV and 1 Handicap spot; a walking trail to the top of the ridge with an observation platform. Conditions of the easement would be that no buildings are constructed; no trees removed and no picking of wild flowers. The log house is currently for sale but cannot be rented for less than 30 days as it is currently zoned and he/potential buyers would like to rent it for less. An ad on a web site was posted in error to advertize it for nightly/weekly rental has been removed but will be republished with verbiage similar to the other Norfolk property advertized in the Shippys Ferry Subdivision. If the conservation easement becomes an area attraction, the log house could be developed into a business such as a coffee house; bait shop or similar. If the zoning request is not approved, Smith said that he would not go ahead with the conservation area development by Fish and Game. Mayor Reeves asked is the Fish and Game "required" rezoning for their part of the project and Mr. Smith said that it was not required but someone on a very high level strongly prefer it to be. Council members asked for clarification on some items. When Council questions had been answered, Mayor Reeves stated that the purpose tonight was to inform the Council of the intent and that the Planning and Zoning Commission would conduct a public

hearing on April 25, at 6:30 PM hear the pros and cons from the public. Following that hearing, the P&Z would meet to decide if they would recommend approval or denial of the request. That recommendation will be forwarded to the City Council for action.

Waste Disposal Contract Renewal: Stubby Stumbaugh presented a contract to renew Waste Disposal Service for the City. He proposed a 2 year contract with a \$.20 increase to \$10.13 with the option of a fuel charge of 5% if fuel exceeds \$4.25 per gallon for 30 days and additional 5% if fuel exceeds \$4.80 per gallon. This item will be on the agenda for the next council meeting.

Norfolk Police Department: Jimmy Mincey said that he has heard a number of people criticizing Chief Griffin and questioning the credibility of the Norfolk Police Department and he just wanted to go on record in support of Chief Griffin and the great job that he has done to clean up and improve the health and safety of Norfolk. He said that people should be encouraging and supporting his efforts and if people do not like the laws, they need to get them changed but not condemn Chief Griffin for enforcing them because that is the job we hired him to do. Lisa Harrison and Nina Brewer both spoke about the impact that he has had on local drug activity and traffic speed. Mincey concluded by saying if you don't think that he is doing his job, you should have been here before. "Norfolk is very lucky to have someone with his qualities."

New Fire Station Water Hook Up: Chief Frankie Baker said that construction has begun and should be complete in June. Water connection is needed sooner. The city line is about 180' from the station and most other cities connect their fire stations and charge the monthly minimum. The City would normally install the meter loop and the customer installs the line; pays the hook up fee and a monthly bill. The size of the meter will need to be determined and if the meter will just measure water use in the building or if the truck use will be metered also. The pressure is quite good. This item will be on the agenda for the next council meeting.

Outside the city Connection: Previously, the city council had a policy of restricting new connections outside of the city due to the water systems inability to maintain adequate pressure up on the ridge. Since we now have the new well and pressure is quite adequate to serve more connections, the Council is being asked to consider lifting that restriction. This item will be on the agenda for the next council meeting.

National Historic Preservation Month Resolution: A resolution to declare May 2011 National Historic Preservation Month. This item will be on the agenda for the next council meeting.

Other Announcements:

Planning Commission: No report


***Bridge Construct:** It has been announced that the bridge over the North Fork River is scheduled to be replaced in 2012. It is being offered for sale. The new bridge will be constructed just up river from the current bridge.

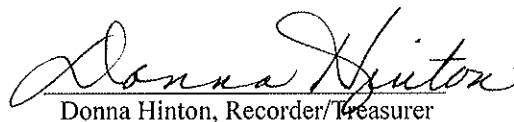
***Parking on River Ridge Road:** Fish and Game do not want to increase parking because they do not want to encourage a heavier impact on the river. The City has purchase 8 "No Parking" signs but it has not yet been determined if or when they will be placed.

*A volunteer(s) are needed to complete an application for "Volunteer Community" award. Interested person(s) should contact the City Hall.

*Rooms have been reserved at the Arlington in Hot Springs for the AML Meeting -- Registrations should be turned in to Donna with a check for a spouse if applicable as soon as possible.

With all other business completed, the meeting adjourned at 7:50 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

4/12/11

**City of Norfolk
Regular Council Meeting
March 15, 2011**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor
Jim Reeves

Recorder/Treasurer
Donna Hinton

Council

Jimmy Mincey
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Ron Ragsdale

Rich Fischer

Joan Carlsen

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All the members of the Council were present to establish a quorum.

Consent of Agenda:

Short Term Rental Violation: Ray Davis reported two violations of overnight rentals in R-1; Joey Peglar at Stone Creek Way has been notified to cease but continues to violate so a resolution to proceed with legal action is being presented for action; and Jim Smith on Hwy 5 North has just been sent a letter.

Condemnation: Ray Davis also reported that he had inspected the dilapidated house on 3rd Street as requested and finds it to be a danger and health hazard. The owners have been identified and will be notified that action needs to be taken to correct it. No other action is required at this time.

Senior Social/Dinner: Don Sappington said that beginning May 5th, and each Thursday thereafter, Sr. Citizens are welcome to gather at the Norfolk Baptist Church from 10AM- 2 PM and a box lunch will be available but must be reserved by Tuesday of each week. No action is required at this time.

Approvals:

Minutes of the February 8, 2011 Workshop and February 15, 2011 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for February as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

February Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Jimmy Mincey and carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Holiday Ordinance: Ray Davis made a motion to have the second reading by title only. Paul Beavers seconded the motion and it carried with 6 votes in favor and 0 opposing. The second reading was given by title only.

New Business:

Resolution to support continued funding of the Fish Hatchery: The resolution was read and Ray Davis made a motion to approve it as read. Nina Brewer seconded the motion and it carried with 6 votes in favor and 0 opposing. A copy of the resolution will be delivered to Judge Bodenhammer.

Resolution to proceed with legal action on the Joey Peglar short term rental violation: The resolution was read and Nina Brewer made a motion to approve it as read. Paul Beavers seconded the motion and it carried with 6 votes in favor and 0 opposing. A copy of the resolution will be delivered to Ronald Kincade.

Meetings and Announcements:

Planning Commission: Ron Ragsdale notified the Council that a request to rezone property along Hwy 5 North from R-1 to Commercial. A few different options have been suggested and many factors must be considered so it is important for the Council to be aware of this process.

Planning Commission: A meeting is scheduled for Monday, March 28, 2011 at 5:30 PM

Pioneer Day: A meeting is scheduled for Tuesday, March 22, 2011 at 6:30 PM

City Workshop: A meeting is scheduled for Tuesday, April 12, 2011 at 6:30 PM

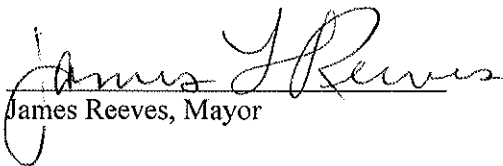
Skate Park Event: A skate-a-thon event for Saturday, March 19 has been cancelled –A meeting has been set for Thursday, March 24, 2011 at 6:30 to determine the future of this project.

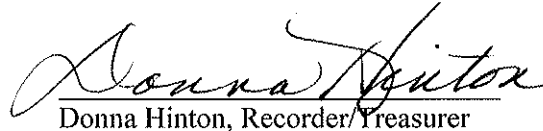
Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Paul Beavers seconded the motion and it carried unanimously.

The meeting adjourned at 7:05 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
March 8, 2011**

The regular workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

David Miller

John Hazelton

Ernie Hubbard

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No changes or additions were made.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for February 28, 2011- No comments or questions.

Unfinished business:

Water Project Update: All connection have been made and notices have been sent to each household that water will be turned on March 21, 2011 and recommending the installation of a pressure reducer valve on the customer side of the meter to avoid any damage to pipes by the increase pressure.

Pioneer Day Discussion: The next meeting is scheduled on Tuesday, March 22, 2011 to continue organizing the upcoming event. A chairman has not been named as of yet. More interest would be most welcome.

New Business:

Resolution Supporting the Continued Federal funding of the hatchery: Judge Bodenhammer asked that each community consider passing a resolution supporting the continued funding of the hatchery and it will be presented for vote at the next Council meeting.

There was no discussion or comment. It will be placed on the March 15th agenda.

Abandon/Deteriorating Houses: Review of the previously discussed property on 2nd Street shows the application for a permit to demolish has not been received and no progress has been made. A member of the audience said that the owner had asked him to tear it down and he was here to learn what the process would be so that he could comply. Other properties that were mentioned were an A-frame on 1st Street that was determined not to be a danger and a house on 3rd Street that is in really bad condition and may need to be condemned. Ray Davis, Building Inspector will access the condition of this property and Mayor Reeves will send a letter to the property owner to recommend action.

Animals running at large: Mayor Reeves reported that he has been advised by Mr. Kincade that letters regarding animals running loose should be sent as a result of complaints. It is not necessary to go out looking for violators because not all pets are problem/unwelcome visitors.

Announcements:


Planning Commission: No report

With all other business completed, the meeting adjourned at 7:15 PM.


James Reeves, Mayor

James Reeves, Mayor

Seal:


Donna Hinton, Recorder/Treasurer

Donna Hinton, Recorder/Treasurer

**City of Norfolk
Regular Council Meeting
February 15, 2011**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Don Sappington

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Leon Alexander

Rich Fischer

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All the members of the Council were present to establish a quorum.

Consent of Agenda: No changes were made.

Approvals:

Minutes of the January 11, 2010 Workshop and January 18, 2010 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for January as written. The motion was seconded by Ray Davis and carried with 6 votes in favor and 0 votes against.

January Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Jimmy Mincey and carried with 6 votes in favor and 0 votes against.

Unfinished Business: None at this time

New Business:

Ordinance amending the Holiday Schedule: The first reading of the Ordinance to add Presidents Day to the Holiday Schedule was given. The Council approved the Mayor to close City Hall on February 21, 2011, in recognition of Presidents Day.

Posting of Morrison Street: Ray Davis made a motion to approve posting Morrison Street at the upper end where Hale joins Gregory and at the beginning near Hwy. 5 as recommended by the Planning Commission. Jimmy Mincey seconded the motion and it carried with 6 votes in favor and 0 votes against.

Revised Animal Agreement: Lisa Harrison made a motion to approve the amendment adding a mileage charge to the Baxter County Animal Control agreement previously in force. Nina Brewer seconded the motion and it carried with 6 votes in favor and 0 votes against.

Meetings and Announcements:

Pioneer Day: A meeting is scheduled for Tuesday, February 22, 2011 at 6:30 PM

Planning Commission: A meeting is scheduled for Monday, February 28, 2011 at 5:30 PM

City Workshop: A meeting is scheduled for Tuesday, March 8, 2011 at 6:30 PM

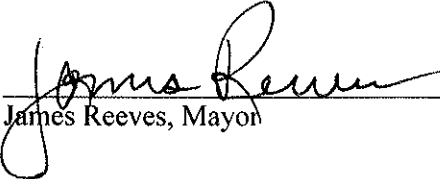
Skate Park Event: A skate-a-thon event is being planned for Saturday, March 19-More details to follow.

Adjournment: With no further business, Lisa Harrison made a motion to adjourn. Paul Beavers seconded the motion and it carried unanimously.

The meeting adjourned at 6:50 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
February 8, 2011**

The regular workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer (Absent)

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

David Miller

Leon Alexander

Frankie Baker

Gloria Becker

Doris Daniel

John Hazelton

Ernie Hubbard

Frank & Susan Kaye

Mike Harrison

Rod Engle

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Nina Brewer was absent.

Consent of Agenda: Council agreed to hear from John Hazelton regarding enforcement of the animal ordinance as it pertains to dogs running free.

John Hazelton of Riverview Drive in Norfolk Village addressed the council regarding a continuing problem with stray dogs running loose in their neighborhood. His wife was recently injured during an incident when she was exercising their dog while riding tricycle. He felt that the ordinance, while a good document, was not being enforced as written and he suggested that the Mayor or Chief should go door to door to determine ownership and proper vaccination of pets. He also suggested that the City create a pound to hold animals and that owners be fined enough that they would take step to avoid violating the ordinance. Mayor Reeves said that if he was notified of a situation, he would investigate and implement measures to resolve the issue and the city does have an agreement with Baxter County Animal Control to pick up stray animals. They will not impound animals whose owner can be identified. Reeves also said that he had been previously aware of the two light colored lab dogs that were involved in the accident and had sent a letter and met with the owner (who lives outside the city) who had assured him that the problem would be taken care of. Since that time no complaints had been filed regarding those dogs or any other problems so he was under the impression that the problem had been resolved. The next step would be to write a citation and take the owner to court. Mr. Hazelton said that he had informed the owner of those animals of a solution to her ongoing problem and would like to allow her time to implement that solution. Mayor Reeves said he would consider any other suggestion and would work with anyone that wants to help identify owners and report situations that are not in compliance with the ordinance.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for January 31, 2011; It was noted that some of the Money Market accounts are being rolled back into the Revenue Accounts to avoid bank charges. There were no questions at this time.

Status of the General Fund and the Water Revenue Account: Mayor Reeves stated that because the Water fund is unable to meet the A/P owed to the General Fund, both funds are currently struggling and it may require that a General Fund CD be redeemed. He noted that when the USDA reviews the Water Fund upon completion of the project, they may require a water rate increase.

Unfinished business:

New Business:

Fire Chief Frankie Baker: He again emphasized the importance of having visible numbers posted at each residence to assist emergency worker to respond to calls. Oxford sign will provide a sign with the correct numbers on it for a cost of \$15 per sign and the fire department volunteers will install it free. He asked that people spread the word and realize that it may be life saving.

Tourist Tax: Mayor Reeves explained that this would be a tax that could be imposed by the City Council on specified items marketed to tourists and the resulting revenue would be dedicated to promoting tourism and services/facilities for the purpose of attracting related activities. The statute requires that a commission be formed to collect and administer the use of the funds. After

some discussion and input from local resort owners, it was determined that this was not in the best interest of the City of Norfolk and the issue was dismissed without any further action.

Holiday Schedule: Mayor Reeves proposed the addition of an employee holiday to more closely resemble the federal, state and bank schedules. Those offices are closed on Martin Luther King Day and Presidents Day which mean there is no bank service, postal service and many of the state offices are closed. The additional holiday is a way to recognize the value of our employees with very little impact on the budget. After some discussion, the Council members asked that an Ordinance be prepared for the next Council meeting to add the third Monday in February as President's Day to the City of Norfolk schedule of holidays.

County/City Agreements: Mayor Reeves reported that at the annual meeting of the County Judge and Mayor's agreements for 2011 Animal Control Services; Road sign purchase; and Road base purchase were presented and signed. Since then an addendum to the Animal Control agreement was sent adding a fee for mileage which he has not signed and returned. That will be placed on the agenda for the February Council Meeting.

Morrison Drive: It was reported that the Planning and Zoning Commission recommended that Morrison Drive be posted on both ends of Mr. Ghassimi's property with "No Thru Traffic" in an effort to provide a solution. The recommendation will be on the agenda for the February Council meeting.

Water Project Update: Installation of the communication system for the operation of the well has begun at the well house and City Hall. The January 31st deadline will not be met and Mayor Reeves will not approve any more extensions or payments to the contractor until the project has been completed.

City Tractor: The tractor purchased by the city 10 to 12 years ago recently failed to start. It is believed that the injectors need to be replaced but it was decided to delay that repair until a later date. Use of the tractor is not frequent and the Mayor will offer the use of his personal tractor if there is a need.

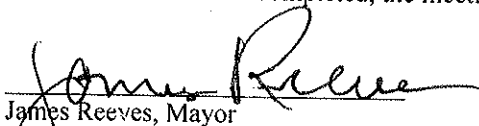
Pictometry: The County has contracted to take aerial photos of the county so that they can plat out roads, rivers, lakes and other significant landmarks. This information will be beneficial in the event of a disaster and other occasions when it will be necessary to locate remote incidents. They have made these photos available to the City for a cost of about \$1000. It will be extremely useful in the administration of the Flood Plain Program as well as plotting fire hydrants; city limits; lot lines and other landmarks within the City.

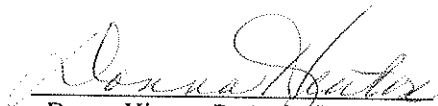
Pioneer Day Discussion: A meeting on Tuesday, January 25 resulted in 5-6 volunteers that indicated that they would work on the upcoming event. A chairman has not been named as of yet. More interest would be most welcome.

Announcements:

Planning Commission: No report

With all other business completed, the meeting adjourned at 8:07 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Regular Council Meeting
January 18, 2011**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

Leon Alexander

Rich Fischer

Chris Perry

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All the members of the Council were present to establish a quorum.

Consent of Agenda: No changes were made.

Approvals:

Minutes of the December 7, 2010 Special Budget Meeting; December 14, 2010 Workshop and December 21, 2010 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for December as written. The motion was seconded by Nina Brewer and carried with 6 votes in favor and 0 votes against.

December Financial Report: A motion was made by Ray Davis to approve the monthly financial reports as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

Unfinished Business:

2011 Budget Resolution 2011-01: The budget information was approved by motion at the December meeting but the resolution was not acted upon. The Resolution was read. Nina Brewer made a motion to approve Resolution 2011-01 setting the 2011 budget as read. Jimmy Mincey seconded the motion and it carried with 6 votes in favor and 0 votes against.

Request for relief to comply with Ordinance violation: A violation letter to Mr. Chris Perry allowed seven (7) days to comply with the abandon car ordinance. He requested additional time to construct a fence that he has a permit for that will shield his collector vehicle from view. Paul Beavers made a motion to allow Mr. Perry until the 15th of March to erect a visual barrier around the vehicles stored on his property. Lisa Harrison seconded the motion and it carried with 6 votes in favor and 0 votes against. Mr. Perry agreed that he could complete the fence by that date.

2010 Final Budget Ordinance 2011-01: The 2010 final budget information reflecting actual income and expense was presented. The Ordinance was read. Lisa Harrison made a motion to approve Ordinance 2011-01 setting the final 2010 budget as read. Ray Davis seconded the motion and it carried with 6 votes in favor and 0 votes against.

New Business: No additional business was introduced.

Announcements:

Pioneer Day: Mayor Reeves has set a meeting for January 25, 2011 at 6:30 PM, to discuss the next Pioneer Day event that is traditionally held in May. This is a community event and should be organized by volunteers from the community. The past several years Mayor Reeves has chaired this committee and does not plan to chair the event for 2011. If the event is to continue, a search for someone to take that role and he requests that this need be shared around the community.

AR Rural Community Grant: Ray Davis shared information about the availability of a grant that he learned about at the AML Conference. It would be available to communities with less than 3000 population and could be used for a number of things including a new heating system for the Community Center.

County Quorum Court to hold a budget meeting on Saturday, January 22 starting at 8AM at the Western Sizzler in Mountain Home according to Leon Alexander and the public is invited.

Planning Commission meeting – Next scheduled meeting is Monday, January 31, 2011, at 5:30 PM

Council Workshop: Tuesday, February 8, 2011 at 6:30 PM

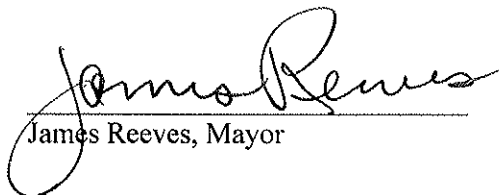
Council Meeting: Tuesday, February 15, 2011 at 6:30 PM

Adjournment: With no further business, Paul Beavers made a motion to adjourn. Ray Davis seconded the motion and it carried unanimously.

The meeting adjourned at 6:55 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

**City of Norfolk
City Council Workshop
January 11, 2011**

Prior to the meeting, Mayor Reeves and all of the Council members were sworn into office for their newly elected terms by District 11 Justice of the Peace, Leon Alexander.

The regular workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

Bonnie Sappington

Mollye Davis

Dave Miller

Hassan Ghassimi

Maranda Ghassimi

David Miller

Leon Alexander

Chris Perry

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: Council agreed to hear from Chris Perry regarding an abandon vehicle ordinance violation and Hassan Ghassimi regarding a proposed street abandonment.

Chris Perry of 60 Jordan Road: Mr. Perry had been sighted for violation of the abandon vehicle ordinance and requested an additional time to comply. He intends to construct a fence to shield the vehicles. He has received a building permit to do so but will be unable to have it completed within the 7 days required by the notification he received. Council agreed to vote to on extending the time at the Council meeting on January 18th.

Hassan Ghassimi of 206 Morrison Lane: Mr. Ghassimi requested the Council consider abandoning, closing or restricting a portion of Morrison Lane that runs through his property very near his house. Morrison Lane is an unpaved road and traffic creates a great deal of dust very close to his house. He has contacted Fire Chief Frankie Baker and all of his neighbors, none of which had any objections. Discussion included putting a chain across the road; posting it for "No thru traffic"; complete abandonment; emergency vehicles and trash service hardships. Council expressed concern of the consequences of closing or posting a public street and will consult legal advice and do more research before making a decision. The matter will be referred to the Planning Commission Meeting on January 31 and will be on the Council Workshop agenda for the February 8.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for December 31, 2010; Actual Income and expense was provided in the final 2010 Budget information; CD Interest earned report and a summary of accounts for 2010 and 2009 were presented. There were no questions at this time.

Unfinished business:

2011 Budget: Previously, the Council had agreed with the information presented but did not take official action to approve the Resolution. It will be on the January Council meeting agenda.

New Business:

Final 2010 Budget Ordinance: Actual income and expense information was provided and will be presented in an Ordinance as the final budget amendment.

Clarification of selected Ordinances: With the help of Ron Kincade, Mayor Reeves has identified a retired attorney that would be willing to review our Ordinances and prepare a document that would reflect amendments and changes into one updated Ordinance that would be presented to Council for approval to provide one clear document. He identified several situations where several Ordinances needed to be referenced to understand what was current and some instances where there was conflicting information. This will be discussed further at the February Workshop.

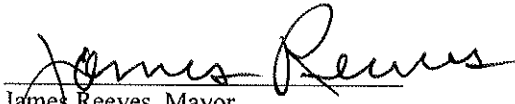
Pioneer Day Discussion: Pioneer Day is the local celebration that has traditionally been held on the 3rd Saturday in May and was originally organized by volunteers from the community. The past several years, the Mayor has chaired that effort and would like to pass that position back to someone in the community. A meeting is scheduled for Tuesday, January 25 at 6:30 PM. He has already been contacted by some of the key people from last year stating that they would not be a part of it for the 2011 event. He said that the future of this event would be dependent on someone stepping up to take charge of it. He said that he has found that some city funds can be used to help which would lessen some of the need to solicit funds.

Announcements:

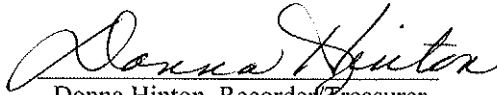
Planning Commission: No report

Update on the Water Project: The contractor for the well house and computer installations has been given a one month extension to January 31, to complete the system to an operating condition. This will require the installation of the computers at the well house, at city hall and the mobile units in each of the city trucks. The electrical work is scheduled this week but as of today, the computers and other equipment has not been delivered. Engineer, John Selig has stated that he will not approve another extension but would begin assessing a penalty as provided in the contract.

With all other business completed, the meeting adjourned at 7:45 PM.



James Reeves, Mayor



Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

**City of Norfolk
Regular Council Meeting
December 21, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Don Sappington

Ernie Hubbard

Gloria Becker

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All the members of the Council were present to establish a quorum.

Consent of Agenda: Mayor Reeves said that he was prepared to submit two appointments to the Planning and Zoning Commission for Council approval.

On behalf of the other Council members, Ray Davis thanked Camille Voelz for two years of service and wished her the best. Holiday greetings were exchanged amongst those present.

Approvals:

Minutes of the November 9, 2010 Workshop and November 16, 2010 Council Meeting: Ray Davis made a motion to approve all the minutes for November as written. The motion was seconded by Camille Voelz and carried with 6 votes in favor and 0 votes against.

November Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Jimmy Mincey and carried with 5 votes in favor and 1 abstention being Camille Voelz.

Unfinished Business:

2011 Budget Resolution: The most recent version of the budget as discussed by the Council was provided. One exception was the plan to liquidate a \$5100 Certificate of Deposit in the Water account when it matures in February to help balance up that account. Several questions about the necessity of the Accounting software purchase were asked. It was stated that the Recorder/Treasurer has been able to get the job done with the current system; Mayor Reeves said that the current software is over 10 years old and not designed for municipal business and contains many features that do not apply as well as not providing some of the reporting requirements for the city; the Recorder/Treasurer sited several was that the new system would benefit the city by reducing the number of accounts and providing reports that are currently being created in Excel. After discussion, Ray Davis made a motion to approve the budget as presented including the software upgrade for the Recorder/Treasurer's office. Lisa Harrison seconded the motion and it carried with 5 votes in favor and 1 vote, Camille Voelz against.

Youth Center Contract: Jimmy Mincey made a motion to renew the youth service contract with the Norfolk Area Youth Center for the year of 2011 at the same rate of \$800 per month. Lisa Harrison seconded that motion and it carried with 6 votes in favor.

Planning Commission Appointments:

David Miller: Mayor Reeves said that David Miller's term on the P&Z Commission ends on December 31, 2010; however, he has agreed to be reappointed for another 5 year term. Mayor Reeves asked that the Council approve the reappointment of David Miller to the P&Z Commission. Nina Brewer made a motion to approve the reappointment of David Miller to the P&Z Commission. Lisa Harrison seconded the motion and it carried with 6 votes in favor.

Chris Perry: A relatively new resident on Jordan road has indicated an interest in serving on the P&Z Commission and Chairman Ragsdale agrees. Mayor Reeves asked that the Council approve the appointment of Chris Perry to the P&Z Commission. Ray Davis made a motion to approve the appointment of Chris Perry to the P&Z Commission. Paul Beavers seconded the motion and it carried with 6 votes in favor.

New Business: No additional business was introduced.

Announcements:

Planning Commission meeting – for December has been cancelled; they will meet Monday, January 31, 2011, at 5:30 PM

Council Workshop: Tuesday, January 11, 2011 at 6:30 PM (Council members will be sworn in by Leon Alexander at 6 PM prior to this meeting.)

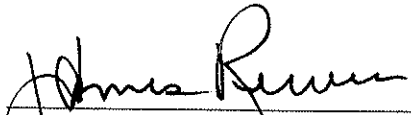
Council Meeting: Tuesday, January 18, 2011 at 6:30 PM

Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:10 PM.

APPROVE:

ATTEST:



James Reeves, Mayor



Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
December 14, 2010**

The regular workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Don Sappington

Joan Carlsen

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No additions or changes.


Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for November 30, 2010. There were no questions at this time.

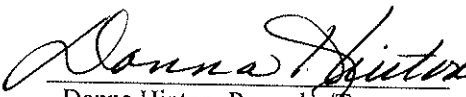
Unfinished business:

2011 Budget: The Council reviewed each line item of each account and agreed to make several adjustments to bring each account into balance. A final summary will be provided prior to the next Council meeting with the understanding that additional changes can be made up until the 2011 budget is approved.

With all other business completed, the meeting adjourned at 8:15 PM.



James Reeves, Mayor



Donna Hinton, Recorder/Treasurer

Seal:

[Faint handwritten notes or scribbles]

**City of Norfolk
City Council Special Budget Meeting
December 7, 2010**

The Special Budget workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz (absent)

Lisa Harrison

Paul Beavers

Guest

Don Sappington

David K. Miller

Cory McFall

Jim Griffin

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Camilla Voelz was absent.

Consent of Agenda: This is a special meeting to address various budget issues only

2011 Budget: An estimated income and expense projection for 2011 was provided along with a payroll wage and expense detail. The law requires that the budgets balance and the task ahead of the Council will be to review all the information and make the changes needed to bring the expense and income into balance.

Reduce Expense: It was suggested that Council eliminate their meeting pay; reduce the City match for employee retirement; eliminate summer help; eliminate part time patrol officer; and other ways that will be considered in this budget plan. Monitor expenditures very closely and avoid any unnecessary projects or purchases.

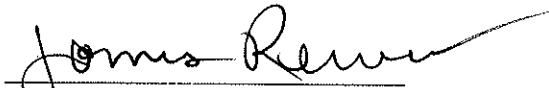
Creating additional Revenue: The current 1% sales tax is committed to Water Capital improvement. An additional sales tax or bed tax could be proposed or the option of redirecting a portion of the current sales tax to other uses would require approval by voters. Building permit fees could be increased; increase in garbage fees (City currently gets \$.75/month per customer); increase water/sewer rates; none of which would create a great deal of revenue and would be extremely unwelcome in the current economy.

Employee Pay adjustments: The current City financial status is very tight. City employees are compensated at a level close to similar positions in similar cities. Percentage increases tend to burden the budget and create larger variances between employees. Other methods of compensation such as a onetime bonus; paying for unused sick leave; It was agreed that there could be no increase at this time, but it will be reviewed quarterly and could be retroactive if the financial status of the City improved.

Water Revenue: The Water Revenue account is currently struggling to meet expenses. It was decided that an adjustment to the Payroll transfer from the Water Fund to the General fund may be required at the end of 2010 to avoid beginning 2011 with a large amount owing to the General fund. The exact amount of the adjustment would be determined closer to the year end.

Several other measures to improve the financial status of the city were discussed and each line item will be reviewed again at the regular workshop. Mayor Reeves will work with the input received at this meeting to present a balanced budget proposal at that meeting.

With all other business completed, the meeting adjourned at 8:15 PM.



James Reeves, Mayor



Donna Hinton, Recorder/Treasurer

Seal:

01/11/11

**City of Norfolk
Regular Council Meeting
November 16, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis (Absent)

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Rich Fischer

Don Sappington

Leon Alexander

Joan Carlsen

Sam Curran

Rich Fischer

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Ray Davis was absent.

Consent of Agenda: No changes were made to the published agenda.

December 21 Meeting: Mayor Reeves did note that the December 21 Council meeting will be during Christmas week and could be changed if the Council members would be gone. A pole of the Council indicated that there will be a quorum present and the meeting will not be changed.

Approvals:

Minutes of the October 12, 2010 Workshop and October 19, 2010 Council Meeting: Lisa Harrison made a motion to approve all the minutes for October as written. The motion was seconded by Jimmy Mincey and carried with 5 votes in favor and 0 votes against.

October Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Jimmy Mincey and carried with 5 votes in favor and 0 votes against.

Unfinished Business:

Third reading of the Flood Plain Damage Prevention Ordinance and Code: Jimmy Mincey made a motion to have the third reading by title only. The motion was seconded by Lisa Harrison and carried with 5 votes in favor and 0 votes against.

The third reading of the Flood Plain Ordinance was given by title only.

Approval of Flood Plan Ordinance 2010-08: Jimmy Mincey made a motion to approve the Flood Plain Damage Prevention Ordinance and Code as read. Nina Brewer seconded the motion and it carried with 5 votes in favor and 0 votes against.

Planning Commission request to approve and support the Vision: Nina Brewer made a motion to approve the request from the Planning and Zoning Commission for the Council's approval and support of the Vision for an improved Norfolk. Paul Beavers seconded the motion and it carried unanimously with 5 votes in favor and 0 votes against.

New Business: No additional business was introduced.

Announcements:

Skate Park Event: The Skate a thon and chili/soup supper on Saturday yielded over \$1000 toward building the park and Manfred up his offer to match from \$2000 to \$3000. More events are being planned for February and March. Donations can be made directly to the park at TLC Bank or at City Hall. Mayor Reeves thanked Nina Brewer, Lisa Harrison and Donna Hinton for their involvement in this project.

Reminder of the Special Budget Workshop to be held on December 7, 2010 at 6:30 PM.

Free Diabetes/Health Clinic to be held in the Community center by an agency called Home Town Health out of Stone County, on Thursday, December 9 at 3:30 PM.

Planning Commission meeting – will meet Monday, November 29, 2010, at 5:30 PM

Council Workshop: Tuesday, December 14, 2010 at 6:30 PM

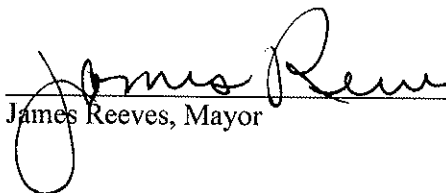
Council Meeting: Tuesday, December 21, 2010 at 6:30 PM

Adjournment: With no further business, Lisa Harrison made a motion to adjourn. Nina Brewer seconded the motion and it carried unanimously.

The meeting adjourned at 6:45 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

0111919190

City of Norfolk
City Council Workshop
November 9, 2010

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Don Sappington

David K. Miller

Ron Ragsdale

Doug Simpson

Rod & Rita Engle

Matt Burks

Joan Carlsen

Vickie Raub

Mike Hinton

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No changes were made

Public Forum:

Rod & Rita Engle presented a wood carving of "In God We Trust" carved by Thomas Wiggins. The plaque will be displayed on the wall behind the council members in the Council room.

Matt Burks from 5 Star Committee told the Council about a program that is sponsored by a grant to provide education, prevention, support, awareness and management for people affected by diabetes. He will be at the Community Center again on Thursday, December 9, 2010 from 3:30 PM to 4:30 PM. They will also assist and refer other health related questions. They serve all social and economic groups.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for October 31, 2010. There were no questions at this time.

Unfinished business:

Flood Plain Code and Ordinance: The third public reading and a vote is scheduled for the next Council meeting

New Business:

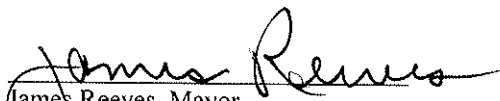
P&Z Commission Vision for Norfolk: The P&Z Commission conducted a mail survey of the community to help determine what the citizens would like to do in an effort to improve the City of Norfolk. The Commission studied the results of that survey, held two public meetings and compiled their interpretation of the public input and suggested solutions. This information has been assembled into a brochure which has been distributed throughout the community. Some of the educational programs have already begun and more are in the process. The Vision will be helpful in the process of seeking grants to assist the community to make these things happen and improve Norfolk. The P&Z Commission now is asking that the City Council to provide any additional input and resolve to use this vision to guide some of the decision that they make in the future. This will be placed on the agenda of the next Council meeting.

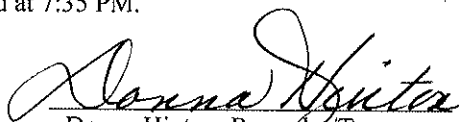
2011 Budget: An estimated income and expense projection for 2011 was provided along with a payroll wage and expense detail. The law requires that the budgets balance and the task ahead of the Council will be to review all the information and make the changes needed to bring the expense and income into balance. A brief explanation of the funds that "pass through" the General fund was provided and other questions were answered. A special workshop was scheduled for Tuesday, December 7 at 6:30 to work out the 2011 budget.

Other Announcements:

Skate a thon from 8A – 8PM and a chili/soup supper will be held 4P-7P on Saturday 11/13.

With all other business completed, the meeting adjourned at 7:35 PM.


James Reeves, Mayor
Seal


Donna Hinton, Recorder/Treasurer

**City of Norfolk
Regular Council Meeting
October 19, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Doris Daniel

Rich Fischer

Ron Ragsdale

Kay Dunn

Leon Alexander

Vickie Raub

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No changes were made to the published agenda.

Approvals:

Minutes of the September 14, 2010 Workshop and September 21, 2010 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for September as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

September Financial Report and the Third Quarter YTD Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Jimmy Mincey and carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Second reading of the Flood Plain Ordinance: Ray Davis made a motion to have the second reading by title only. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against. The second reading of the Flood Plain Ordinance was given by title only.

Request to develop as skateboard park on city property: The request for the Council's permission to develop a skate park in the green space just below and south of the City Hall parking lot by placing a concrete slab approximately 50' x 35'. Mayor Reeves clarified that the request did not include any commitment for any funds and that the space requested would be shared with the playground equipment from Fish and Game. Nina Brewer made a motion to approve the request for permission to put a skate park on the property as requested. Lisa Harrison seconded the motion and it carried unanimously with 5 votes in favor; Camille Voelz abstained.

New Business: No additional business was introduced.

Announcements:

Water Project Update: Mayor Reeves stated meters connections are being made in the village. The tower is on schedule and is currently being painted.

Free Diabetes/Health Clinic to be held in the Community center by an agency called Home Town Health out of Stone County, on October 29 at 3 PM. A representative from that agency is scheduled to speak at the November 9, City Council workshop. This type of service fits into the P&Z vision in response to citizen's request for more medical/health services.

Planning Commission meeting – will meet Tuesday, November 9 at 5:30 PM (just before Workshop) and Monday, November 29, 2010, at 5:30 PM

Workshop: Tuesday, November 9, 2010 at 6:30 PM

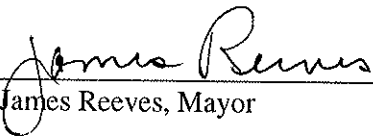
Council Meeting: Tuesday, November 16, 2010 at 6:30 PM

Adjournment: With no further business, Lisa Harrison made a motion to adjourn. Paul Beavers seconded the motion and it carried unanimously.

The meeting adjourned at 6:50 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

JAN 11 2010

**City of Norfolk
City Council Workshop
October 12, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor
Jim Reeves

Recorder/Treasurer
Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Don Sappington	David K. Miller	Doris Daniel	Bobby Brewer	Ernie Hubbard
Tom Cromes	Ann White	Vickie Raub	Peggy & Jerry German	Warren Gragg
Tyler Davis	Alex Callantine	Cody Cruse	Chris Rogers	

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No changes were made

Public Forum: Nancy Dailey, CNC Home Health, Calico Rock: For the awareness of the Council and audience, she explained the services and benefits of home health worker for elderly and disabled citizens. She said that most services by any accredited health care service are paid by Medicare and CNC also provides an emergency alert button to their clients. She left brochures and cards and encouraged everyone to share the information with anyone that might benefit.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for September 30, 2010. There were no questions at this time.

Third Quarterly Report: Third quarter year to date actual compared to budget was distributed. There were no questions at this time.

Unfinished business:

Flood Plain Code and Ordinance: The second public reading is scheduled for the next Council meeting

New Business:

Skate Board Park: Manfred Henzler has offered to match the amount of funds raised by the Skaters/families up to \$2000+. Prior to beginning fund raising, the City is asked to commit a space for it. The request is to located a concrete slab about 30'x 50' in the green space just off of the City Hall parking lot. This would be out of the way so noise should not be a factor and activity would be away from the businesses and off the streets and highways. Mayor Reeves said that plans are for the F&G playground equipment to be set up in the same area and it is believed that these two items would be compatible in that space. The request includes that the City provide lighting and porta potties or some toilets for the area. Jimmy Mincey asked about the possibility of building a toilet facility and hooking it into the Youth Center system. Ray Davis and others agreed. Concerns about liability were expressed. By law, the City has tort immunity which would be waived if the city were to purchase any type of liability insurance. AML recommends that the City does not. Nina and Bobby Brewer talked to the Mayor of Paragould regarding their experience and they have not had any problems. A sign would be posted; no fees would be charged which would make the City no more liable than they already are at the existing City Park. Ray Davis suggested that he would be willing to solicit some donations for concrete and some of the skaters that were present said they would build equipment and help in any way. No action was taken; this issue will be placed on the agenda for the next Council meeting.

Tabled Issues:

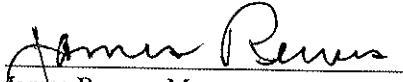
Helipad in Norfolk Village: Camille Voelz asked it not be listed on the agenda until she calls to schedules it.

Other Announcements:

Water Project: Mayor said that the water project is on schedule and the fire hydrants in the village are currently operational. It is expected that the tower and treatment plant will not be operational until late December or early January.

Planning Commission: Planning and Zoning Commission held a public meeting on October 4, and received community input for the future vision for Norfolk. They have rescheduled this month's regular meeting to Monday, October 18, 2010 at 5:30 PM instead of the last Monday of the month.

With all other business completed, the meeting adjourned at 7:05 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Regular Council Meeting
September 21, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Camille Voelz

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Don Sappington

Leon Alexander

Dave and Billie Kay Miller

Harold White

Bill Ackerman

Wayne & Loretta Bodenhamer

Rich Fischer

Tommy Hearn

Janet Nelson

John Ingleheart

Joan Carlsen

Ernie Hubbard

Vickie Raub

Susan & Ed Czaja

Judy Boston

David K. Miller

Bonnie Sappington

Mike Womack

Rod & Rita Engle

Gloria Becker

Jim Bailey

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: Camille Voelz had several items that she wished to discuss.

1. Yellow Lab running loose- has already been referred to the Mayor, who has already contacted the owners who said a tree had fallen on their pen, it would be fixed and the dogs will be confined this weekend.
2. Clarification on the Baxter Bulletin article. The loans and grants total \$1,750,000; the bids came in at about \$1,300,000; thus the confusion. However, with changes and unforeseen additions, the project may utilize some of the difference when complete.
3. Extensions and/or penalties with the Water Project-Mayor Reeves said that there are no penalties; an extension has been issued on the Bore contract due to unforeseen problems that delayed progress.
4. Helipad/Airvac – still collecting info.

Approvals:

Minutes of the August 10, 2010 Workshop; August 17, 2010 Council Meeting and a Special Meeting on August 30, 2010: Ray Davis made a motion to approve all the minutes for August as written. The motion was seconded by Nina Brewer and carried with 6 votes in favor and 0 votes against.

August Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Pate vs. Gragg Lawsuit Settlement: At the Workshop, Rob Beard, AML Attorney, had recommended that Council consider a resolving this case that began in 2005 by approving a settlement of \$1500; \$750 to be paid by the City and \$750 to be paid by AML. Paul Beavers made a motion to approve the recommended settlement with the City and AML each paying \$750. Camille Voelz seconded the motion and it carried with 5 votes in favor and 1 vote, Ray Davis against.

Business License Application from Black Dog Properties: Attorney Ron Kincade advised the council to deny the application based on the proposed business being located in a zone that prohibits short term rental business. Ray Davis made a motion to deny the business application submitted by Black Dog Properties based on the City ordinances that prohibit such business in the area that is zoned residential. The motion was seconded by Nina Brewer and carried with 4 votes in favor of the motion and 2 abstentions being Lisa Harrison and Jimmy Mincey.

First reading of the Flood Plain Ordinance: The first reading of the Flood Plain Ordinance was given in its entirety.

Budget Revision Ordinance for 2010: An Ordinance to revise the 2010 Budget was read. Lisa Harrison made a motion to amend the 2010 Budget as stated in the Budget Revision Ordinance. Jimmy Mincey seconded the motion and it carried with 6 votes in favor and 0 opposed.

Resolution to Support the AR Constitutional Amendments #2 & #3: The Resolution was read in its entirety. Ray Davis made a motion to support the passage of Amendment 2 and Amendment 3 as they are presented on the ballot in November. Nina Brewer seconded the motion and it carried with 5 votes in favor and 1 vote, Camille Voelz opposed.

Resolution to display the National motto "In God We Trust" in the City Council room: Following the reading of the Resolution, Lisa Harrison made a motion to display the motto "In God We Trust" in the Norfolk City Council room. Jimmy Mincey seconded the motion and it carried unanimously with 6 votes in favor. Mayor Reeves stated that Rod and Rita Engel had volunteered to provide the lettering.

Resolution to set the mil rate for 2011: The City Council is required by law to set the mil rate to be applied to the current year and collected in the following year. A resolution setting the mil rate the same as previously set with the General fund at 5 mils and the Street fund at 1.9 was read. Lisa Harrison made a motion to approve the Resolution as read. Nina Brewer seconded the motion and it carried unanimously with 6 votes in favor.

New Business: No additional business was introduced.

Announcements:

Water Project Update: Mayor Reeves stated that the water project is progressing. A successful bore and placement of the 12" casing has been done. The actual water pipe will be inserted soon. The tower is on schedule and should be ready for the paint crew soon.

Skate Board Party: Several kids and parents attended. A video of the kids skating was made and is available. The enthusiasm was very good and Manfred was very pleased. Some parents and kids begin planning fund raising efforts. Another party will probably be planned in October or November.

Planning Commission meeting – Monday, September 27, 2010, at 5:30 PM

Public Hearing on the Proposed City Plan- Monday, October 4, 2010 at 6:30 PM

Workshop: Tuesday, October 12, 2010 at 6:30 PM

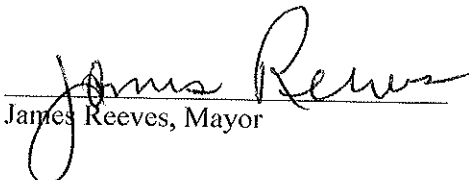
Council Meeting: Tuesday, October 19, 2010 at 6:30 PM

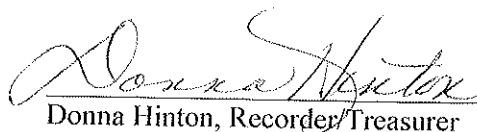
Adjournment: With no further business, Paul Beavers made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:30 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

City of Norfolk
City Council Workshop
September 14, 2010

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Don Sappington

David K. Miller

Mike Harrison

Doris Daniel

Bobby Brewer

Leon Alexander

Bonnie Sappington

Kay Dunn

Judy Boston

Ron Ragsdale

Bill Ackerman

Rita Engle

Charlie DuVell

Harold White

Joyce DeVoney

Wayne & Loretta Bodenhamer

Mike Hinton

Tom Cromes

Ann White

Dave Miller

Susan & Edwin Czaja

Manfred Henzler

Mike Schuster

Joan Carlson

Warren Gragg

Jason Aamodt

Rob Beard

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: The 2011 Millage Resolution was added without opposition.

Public Forum:

Jason Aamodt, (operating under the corporate name of Black Dog Enterprises) the new owner of the former Charlie Cook property located in River Ridge Subdivision who is advertizing it for short term rental in violation in the R-1 zone. He introduced himself and challenged the validity of the City Planning and Zoning Ordinance of 1995 and an Ordinance amending it in 2008. He suggested that the council should propose a solution to the problem since the ordinances were not enforceable.

River Ridge Residents: Several other residents from the River Ridge subdivision read /made statements opposing the short term rental and asked the Council to enforce the Ordinances. They asked that a business license application be denied.

Councilman questions: Ray Davis asked if he was renting primarily to families and how often. Mr. Aamodt replied that his customers were primarily families on weekends and he had rented it three or four times. Camille Voelz stated that in light of the possible violation, she would not vote to approve a business license until this issue is resolved. There were no other questions.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for August 31, 2010. There were no questions at this time.

Unfinished business:

Pate vs. Gragg: Rob Beard, AML Attorney gave a brief history of the case which stems back about 5 years and has recently been reopened. Mr. Pate is currently representing himself and has indicated that he would be willing to settle for \$1500.00, a sum equal to his legal expenses. AML and the City would share the cost of the settlement 50/50, with each paying \$750. Mr. Beard offered this proposal to the Council and asked them to vote on a motion to accept the settlement at their next regular meeting. This item will be placed on the next Council meeting agenda.

Business License Application from Black Dog Properties: Mayor Reeves relayed the message from Attorney Ron Kincade that the Council can not approve the license; to do so would be in violation of the City's ordinances. Ray Davis said that we should proceed with the injunction to stop the violation as previously discussed. Mayor Reeves said that there are penalty fees outlined in the Zoning Ordinance and in the Business Permit Ordinance that could also be assessed if Mr. Kincade recommends. This item will be placed on the next Council meeting agenda.

New Business:

Flood Plain Code and Ordinance: Mayor Reeves said that passage of the updated Code and Ordinance is by December 3, 2010 is required to continue in the National Flood Insurance program. Due to the length and detail, he encouraged everyone to read it carefully and note anything that should be discussed or changed. This item will be placed on the next Council meeting agenda.

Revised 2010 Budget Ordinance: A midyear budget revision for 2010 is presented for review and approval. No comments or questions at this time. This item will be placed on the next Council meeting agenda. The Recorder/Treasurer stated that the 2011 budget is in process now so any requests or information regarding that should be submitted as soon as possible. This item will be placed on the next Council meeting agenda.

Resolution to support Amendments #2 and #3: The AML asked that each city consider supporting these amendments to the AR Constitution at the upcoming election. This item will be placed on the next Council meeting agenda.

Resolution to display "In God We Trust" in the Council Room: A national movement to display the national motto in public areas of government. This item will be placed on the next Council meeting agenda.

Helipad in Norfolk Village: Camille Voelz had been contacted by a citizen suggesting that the old well site be used for an AirVac helipad. Joyce DeVoney presented the idea to the Council for their consideration. Camille Voelz asked that it be tabled until she was able to research this further. She will call to have it placed on the agenda in the future.

2011 Resolution setting the Mil rate: An annual resolution required by the Quorum Court to establish tax rates. The proposed resolution does not change the rates that have been used for the past several years. This item will be placed on the next Council meeting agenda.


Other Announcements:

Water Project: Mayor said that the water project is on schedule with the exception of continued problems with the bore under the river. Another bit has been lost in the process of reaming; however, the crew is determined and is coming up with new solutions to each problem as it occurs.

Planning Commission: Planning and Zoning Commission is going to do another mailing of their survey findings and have scheduled a public meeting on October 4, 2010, to begin the final steps.

Skate Board Party: A skate board party is being held on Saturday, September 18th to measure interest and need for a skate park in Norfolk. TLC will be providing hot dogs and Manfred Henzler will be providing drinks. Mr. Henzler offered to provide some financial support for a skate park if it is determined that the interest and need is here. It is free and will be held by City Hall.

With all other business completed, the meeting adjourned at 7:45 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

JAN 18 2010

**City of Norfolk
Special Council Meeting
August 30, 2010**

Meeting was called to order at 4:00 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Camille Voelz

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Rich Fischer

Doris Daniel

Tommy Hearn

Donald & Kay Dunn

Charles Duvall

Joyce DeVoney

Bootsie & Bill Ackerman

Johnnie Sepulvado

Leon Alexander

Vickie Raub

Wayne Bodenhamer

Mike Hinton

Mike & Jan Schuster

Warren Gragg

Bobby Brewer

Ron Ragsdale

Marilyn Loveless

David K. Miller

Ron Kincade

Jason Aamodt

Harold and Hensley White

Dave and Billie Kay Miller

Bruce Loveless

Diane Park

Kerry Chism

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: The Special Council Meeting was called so that City Attorney, Ron Kincade could report his findings on the validity of the Ordinances relating to land use and how they may relate to a violation in the R-1 Residential Zone. No other items were on this agenda.

City Attorney Ron Kincade said that in the state of Arkansas, the state laws override laws made by lesser legislative bodies so in his opinion the 2008 Ordinance is still valid and can be enforced. It is a fact that the City did not follow their own procedures as outlined in the Planning and Zoning Ordinance 1995-06 when they enacted Ordinance 2008-09 but that does not make it invalid because the City procedures are more stringent than the state laws. Arkansas state law also says that a council cannot set up procedures or regulations that would "hamstring" a future Council. He went on to say that the original Ordinance 1995-06 is valid and defines a single family dwelling as "a structure designed for or occupied by one (1) family" a single family is defined as "one or more persons occupying premises and living as a single, non-profit housekeeping unit". The definitions for motel and resorts specifically state them to be "overnight accommodations for transient people." He said that in his opinion, the city ordinances are valid with clear definitions and can be enforced. Mr. Jason Aamodt attempted to introduce himself and speak but Mayor Reeves stated that this was a special meeting and public input was not appropriate. No input from the audience was allowed in spite of some requests.

Mr. Kincade addressed questions and concerns from the Council members and assured them that he was confident in the validity of the ordinances relating to the short term rental of property in the Residential zone.

Adjournment: With no further business, Nina Brewer made a motion to adjourn this meeting and Ray Davis seconded the motion.

Jimmy Mincey and Lisa Harrison both stated that they would like to hear Mr. Aamodt but they did not present a motion.

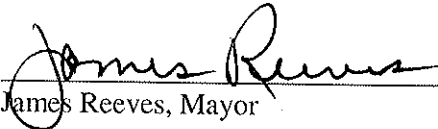
Mayor Reeves asked the Council if they wished to vote or withdraw the motion to adjourn the meeting. A hand vote of the Council in favor of adjournment was 4 in favor and 2 opposed. Opposing adjournment was Jimmy Mincey and Lisa Harrison, all others were in favor.

Planning Commission meeting – Monday, August 30, 2010, at 5:30 PM
Workshop: Tuesday, September 14, 2010 at 6:30 PM
Council Meeting: Tuesday, September 21, 2010 at 6:30 PM

The meeting adjourned at 4:30 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Regular Council Meeting
August 17, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Camille Voelz

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Don Sappington

Doris Daniel

Tommy Hearn

Kay Dunn

Charles Duvall

Rich Fischer

Leon Alexander

Vickie Raub

Wayne Bodenhamer

Ernie Hubbard

Bobby Brewer

James A. Smith

Marilyn Loveless

Johnnie Sepulvado

Harold and Hensley White

Dave and Billie Kay Miller

Bruce Loveless

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: Review of a Business License application and acceptance of the Legislative Audit Report for 2007/2008/.2009 were added by agreement of the council.

Note from the Mayor: Mayor Reeves noted to the Council that he had received several comments from the public suggesting that some members of the council may wish to abstain on the subject of the rental violation due to a conflict of interest and asked that they take that into consideration in the future.

Approvals:

Minutes of the July 13, 2010 Workshop; and July 20, 2010 Council Meeting: Paul Beavers made a motion to approve all the minutes for July as written. The motion was seconded by Camille Voelz and carried with 6 votes in favor and 0 votes against.

July Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written and to accept the report of the first half of 2010 actual to budget report. The motion was seconded by Paul Beavers and carried with 6 votes in favor and 0 votes against.

New Business:

Federal Hwy Grant Application for Sidewalk Project: John Selig provided cost breakdowns for two options as requested. Option 1 being to replace the sidewalk in front of the stores and the in front of the houses north of them and the Wolf House and new sidewalk along Hwy 5 to the Food Bank – \$40,494.60 would be the estimated cost for city share. Option 2 being to start south of the old gas station and proceed along Hwy 5 to the Food Bank – \$33,098.40 would be the estimated cost for city share. Paul Beavers and Ray Davis said that they had received several calls from citizens questioning need of this project over road work. After some discussion that included the fact that this was not planned in the 2010 budget, Ray Davis made a motion to decline the opportunity to apply for this grant at this time and that it is considered for a future budget. Camille Voelz seconded the motion and it carried 6 in favor and 0 against. Mayor Reeves will notify John Selig of their decision.

Lot Split: Manfred Henzler has requested to divide Lot 23 through 27 and Lots 30 & 31 of the Town of Norfolk Plat 409. The property is located at the corner of First and Main. The split would result in 2 lots; one being 116' X 140' and the other being 80' X 140'. The Planning commission has reviewed the request; finds it in compliance with all requirements and recommends approval. Ray Davis made a motion to approve the lot split of the property located at the corner of First and Main as requested. Paul Beavers seconded the motion and it carried with 6 votes in favor and 0 against.

Update on Ordinance Violation: Mayor Reeves reported that Mr. Kincade will schedule a meeting next week to discuss his findings and advise the City of his recommended action.

New Business:

Business License Application: Jason Aamodt has submitted a Business License application for a vacation cabin rental business located at 1723 River Ridge Road. , Ray Davis made a motion to table review of this license application until the City is advised by Ron Kincade regarding the fact that this business is currently being reviewed for an Ordinance violation. Jimmy Mincey seconded the motion and it carried with 6 votes in favor and 0 against.

Legislative Audit for 2007, 2008, 2009 Report of Findings: Council members had each received a copy of the report. The findings of the Audit were that there was not a pre-numbered receipt book for the Park Department and the Recorder/Treasurer stated that a receipt book has since been designed for the Park Department. Jimmy Mincey made a motion to accept the Audit report as received; Lisa Harrison seconded the motion and it carried with 6 votes in favor and 0 against.

Planning Commission meeting – Monday, August 30, 2010, at 5:30 PM

Workshop: Tuesday, September 14, 2010 at 6:30 PM


Council Meeting: Tuesday, September 21, 2010 at 6:30 PM


Adjournment: With no further business, Paul Beavers made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:00 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
August 10, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Don Sappington

David K Miller

John Selig

Mike Harrison

Johnnie Sepulvado

Ernie Hubbard

Doris Daniel

Bobby Brewer

Leon Alexander

Vickie Raub

Mike Womack

Ethan & Jinger Wright

Tom Hearn

Rod & Rita Engle

Jim Smith

Liz Smith

Charlie & Rima DuVell

Bruce & Marilyn Loveless

Harold & Honsey White

Wayne & Loretta Bodenhamer

Dave & Billie Kay Miller

John Ingeler

Theresa Ferrugin

Susan, Ed & Marc Czaja

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No Changes were made except the order of items to expedite the meeting.

Public Forum:

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for July 31 2010. There were no questions at this time.

Unfinished business: None at this time

New Business:

Water Project Update: Project Engineer, John Selig reported that the well driller has reached the full depth, the casing is in and output is over 250 GPM. Samples have been submitted and results show good quality water with some hardness that is about the same as the current supply. The boring and pipes are laid Norfolk Village and Jordan Road areas and await water. The River bore has abandon the first bore because it was exit on the Village side was too deep and too near the Ferry ramp concrete; the second bore was abandon when a bit broke; the third attempt has been completed and the back reaming has begun to up size the hole. Additional equipment has been ordered to accomplish this and an extension of 30 days has been requested. Selig recommends that the extension be granted. There were no objections to the extension. The tank foundation has been poured; a fitting is needed and after tank materials are delivered, it is expected that it will take about 30 days to erect and 20 days to paint.

Federal Hwy Sidewalk Project: With the approval of the Mayor, Engineer, John Selig has prepared an application for a grant to construct a sidewalk from the Wolf House to the Food Bank. His proposal is for the sidewalk to begin at the Wolf House; follow the rail road on private property from the Overlook, behind the store fronts and back to Hwy 5 near the memorial (with a connection back to the store front side walk near Andy Lane) and then proceed along the Hwy to the Food bank entry. The sidewalk must meet ADA requirement of a minimum five foot width. A route across private property would avoid the high cost of easements from the Rail Road. The plan to go behind the storefronts was questioned because the stores do not have rear entrances. An alternative plan would be to utilize the present side walk from the Wolf House past the stores and then along Hwy 5 however, a part of the current sidewalk is only four foot wide and the store front sidewalk is in very poor condition as well as having several vending machines on it that reduces the pedestrian width. Selig agreed to refigure the project to go along the highway and would provide that information to the Mayor prior to the meeting next week. The cost of the current plan would be about \$143K with the city portion being 20% plus engineering fees and 1% for a total of about \$45K. It would be expected to continue to serve the community for 30 to 40 years. Mayor Reeves said that the funding would need to come from the Street Fund and the General fund and would impact the amount of street work that could be done for the next year or so. Audience comments were generally in favor of the project with the plan along the highway. Some concern to a delay in road/street repair was expressed. The application dead line is August 24th. The item will be placed on the August 17th agenda and additional information will be available.

Lot Split: Manfred Henzler has requested to divide Lot 23 through 27 and Lots 30 & 31 of the Town of Norfolk Plat 409. The property is located at the corner of First and Main. The split would result in 2 lots; one being 116' X 140' and the other being 80' X 140'. The Planning commission has reviewed the request; finds it in compliance with all requirements and recommends approval. The item will be placed on the August 17th agenda.

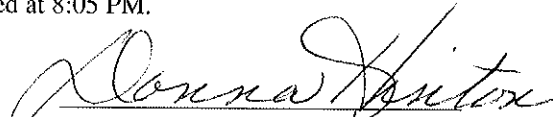
Violation Short term rental in R-1 Zone: A property known as Charlie Cook's Place and is located in the River Ridge Subdivision which is zoned R-1; was recently sold to an Jason Aamodt, an Environmental Lawyer from Oklahoma who is advertizing on a web site for nightly rentals. The City Ordinance prohibits short term rentals in the R-1 area and the owner is advertizing; has not applied for a business license which would have been denied due to the location. Mayor Reeves had received complaints from other residence in the subdivision and has sent a letter and a copy of the ordinance to the owner. They have corresponded by phone and email. Mayor Reeves read several parts of a 17 page letter received from Mr. Aamodt on the subject ordinance and the legality of it. Several citizens from the River Ridge subdivision were present and expressed a variety of concerns that they have about the situation and the impact that it may have on their property, the community and the river as well as the fact that he is running a business without a business license. They asked that the City enforce the ordinances and stand behind them. In that effort, **Ray Davis made a motion request that Ron Kincade review all the documents and information on the situation and file a "cease and desist" order if he finds it appropriate. The motion was seconded by Nina Brewer. After a brief discussion, the motion pass with Paul Beavers, Lisa Harrison; Ray Davis and Nina Brewer voting in favor of the motion; Jimmy Mincey voting against and Camille Voelz abstained.** It was noted that the cost of the legal advice/action would be borne by the City and that the AML legal service was only available if the city is being sued. Mayor Reeves will make that request of Mr. Kincade as soon as possible.

Other Announcements:

Helicopter Pad in Norfolk Village: In response to a citizen suggestion, Camille Voelz proposed that a concrete helicopter pad be put at the old well site in Norfolk Village as many of the people in that area are elderly and have the Airvac memberships. This item will be placed on the September Workshop agenda.

With all other business completed, the meeting adjourned at 8:05 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

**City of Norfolk
Regular Council Meeting
July 20, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers (Absent)

Guest

Don Sappington
Doris Daniel

Rich Fischer
Leon Alexander

Russ & Rosa Webb
E. Foss

Ernie Hubbard

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum; Paul Beavers was absent. A moment of silence was followed by the Pledge of Allegiance. Mayor Reeves asked for a moment of silence in memory of James "Fireball" Reynolds.

Consent of Agenda: No Changes were made to the published agenda

Approvals:

Minutes of the June 8, 2010 Workshop; and June 15, 2010 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for June as written. The motion was seconded by Lisa Harrison and carried with 5 votes in favor and 0 votes against.

June Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written and to accept the report of the first half of 2010 actual to budget report. The motion was seconded by Jimmy Mincey and carried with 5 votes in favor and 0 votes against.

New Business:

Request for a City donation to the summer ball league: After some discussion, Nina Brewer made a motion to deny the request at this time. The motion was seconded by Camille Voelz and carried with 5 votes in favor and 0 votes against the motion.

Russ & Rosa Webb request for City water service at the rate offered prior to the Water Project loan/grant approval: The Project Engineer estimated the cost of extending the service to the Webb property could exceed \$5000. Council felt that it would be setting a bad precedence to allow an exception to the Ordinance that requires the property owner to be responsible the cost from their property to the system. Ray Davis made a motion to deny the Webb request for a reduced price connection. The motion was seconded by Lisa Harrison and carried with 5 votes in favor and 0 votes against the motion.

ORIGINAL

Installation of the park equipment: An estimate of \$2300 has been received and believed to be a reasonable price for setting up the equipment that was given to the City. The first concern was that this project is not in the current budget and the concrete under the pavilion has not been done yet. Funding would be an issue. City workers are currently occupied with the new water project and meter replacement so they would not be able to do it until late fall or winter. It was suggested that possibly the Calico prisoners may be capable; that an estimate of just setting the corner post be requested; that volunteers may be able to assemble it once the corner posts are set. It was the consensus of the Council that they would like to look at several other options and get more information. No action was taken at this time.

Announcements:

Water Project Update: All the pipes are laid and road bores complete in the Village; the initial river bore has been redone and they are reaming the bore in preparation for pulling the pipe through; they are pumping water at the well site to determine that the output is to spec and the tank foundation is scheduled to begin next week.

Community Center: The HVAC unit is not working. A temporary fix has been done at a cost of \$102. Estimates have been received for additional repair and replacements. The repairs can be made for about \$362.94. Estimates for replacement are running over \$7,783.28 including new duct work.

Baxter County Sheriff's Department is sponsoring a drug drop off on Saturday at the Fairgrounds from 9AM - 2PM.

Planning Commission meeting – Monday, July 26, 2010, at 5:30 PM

Workshop: Tuesday, August 10, 2010 at 6:30 PM

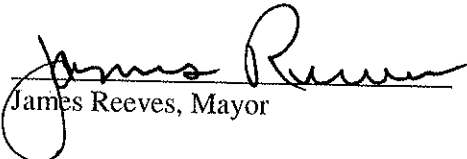
Council Meeting: Tuesday, August 17, 2010 at 6:30 PM

Adjournment: With no further business, Lisa Harrison made a motion to adjourn. Jimmy Mincey seconded the motion and it carried unanimously.

The meeting adjourned at 7:15 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

**City of Norfolk
City Council Workshop
July 13, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Gloria Becker
Johnnie Sepulvado
Russ & Rosa Webb

Don Sappington
Ernie Hubbard
Ray, Sherrie & David Rapalee

David K Miller
Doris Daniel

Joan Carlsen
Manfred Henzler

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No Changes were made except that David Miller has asked to speak.

Public Forum:

James Reynolds regarding a donation to the summer league ball park. Reynolds was not present but had talked to the Mayor previously about a sign at the Salesville ball park showing a \$1000 donation to the summer league and felt that Norfolk should do the same. Mayor Reeves relayed the information to the council for their consideration at the next meeting.

Manfred Henzler regarding development of a skateboard park. Henzler had a brief video of the Mountain Home Park and said that he had recently witnessed kids skateboarding on the streets and in business parking lots. Businesses don't want them in their lots and they pose a real risk to drivers, pedestrians and themselves when they use the streets. He offered to make a monetary donation toward the proposal and suggested that if the City Council would offer their support and possibly a site, it would be his goal to involve the kids in the development, financing and creation so that they have a vested interest in the project. Donna Hinton said that because the businesses do not want skateboarding on the sidewalks and parking lots, that they may also be interested in creating an alternative place for it. One possible way to involve them would be to block off the "City Hall Circle loop" for a skateboarding party to bring the interested kids together so that their interest and ideas could be measured. It would be the intent that the initial park be the first of several stages so the cost could be spread over a period of time and expansion would be based on actual use/need. Camille Voelz stated that she had big concerns over liability based on her experience with skiing. The park would be posted and there would be no fee to use it. A possible location might be the area just south of City Hall and west of the Youth Center where the donated park equipment may be located. It was the consensus of the Council that it is important to provide a place for kids to "do their thing" and encouraged Henzler to proceed and keep them informed.

Rosa Webb regarding a desire for city water service at 1634 Riverview Drive. As an absent property owner who has been out of town for a couple of years, she was not aware of the pre project sign up to connect and therefore requested that she be given the option to connect for \$100 instead of the normal new connection fee of about \$820 or more. Mayor Reeves stated that it would probably be more than the \$820 because the line stops about 500 feet from the Webb property and would require a bore under a creek and under the road which would normally be at the owner's expense. One resident on Riverview has already paid \$820 for a connection that was not requested during the initial sign up period before the project. The city did post the street with the offer and a special meeting was held to explain that the customer need would be a factor in the USDA grant/loan. The engineering was done to serve the properties that signed up. Council will look into the situation and it will be placed on the agenda for the next meeting for a decision.

Mr. Foss regarding discharging fireworks within the city. He said that his concern was that stray sparks and falling debris could ignite fires. Also, the noise is quite loud and goes on late at night. His ill wife was startled out of her sleep late at night by the noise. The city does not have a fireworks ordinance at this time. It would be difficult to regulate them to a specific area as people enjoy them as part of their private backyard celebration. As far a curfew it would be difficult to set a time that could apply all year

long because some people have firecrackers as part of their New Year's celebration. Council will consider the discussion and they can place it on the agenda if they want to pursue it further in the future.

David K. Miller wished to apologize for his expression of disapproval of the ranting displayed by a citizen at the last meeting. He suggested that it may have been out of order and may have offended other members of the audience for which he wished to apologize. He recalled the citizen conduct to be characteristic of council meetings from the past and commended the current council members on their positive meeting conduct and discussions of differing views in spite of the fact that he does not always agree with their decision. He is proud and appreciative of the service that they do. The audience responded with applause.

Last Month's Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for June 30, 2010. There were no questions at this time.

A report was provided to show the first half of the year actual to budget and compare the YTD income/expense information from 2009 and 2010 for the same period.

Unfinished business: None at this time

New Business:

New Flood Plain Ordinance: FEMA has required that a new updated ordinance be passed by December 3, 2010 to remain in the National Flood Insurance program. A preliminary copy was provided to the council for information only pending approval by FEMA.

Installation of donated park equipment: AR Fish and Game gave the city a playground unit that they removed from a campground. At the AML conference, Lisa Harrison met a vendor that was willing offered to provide an estimate to install that equipment. They gave an estimate of about \$2300, which was confirmed by another installer as a fair amount. Acceptance of this bid will be placed on the next meeting agenda.

Other Announcements:

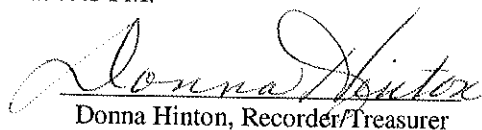
Water Project Update: The boring and pipes are laid Norfolk Village and Jordan Road areas and await water. The River bore has been completed but the contractor is redoing it for a better position on the Village side. The drillers have completed the test hole and are waiting results from their water samples. The tower crew is expected by the end of July.

Road issues as a result of heavy rain: Gravel roads are washing out in the River Ridge area and some other areas of the city.

Water Maintenance resulted in service disruption up on the hill today from about 8AM to early afternoon. Service is back on with the exception of a few trouble spots.

With all other business completed, the meeting concluded at 7:45 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

**City of Norfolk
Regular Council Meeting
June 15, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey (Absent)

Camille Voelz

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Don Sappington

Joan Carlsen

Rich Fischer

Doug Simpson

Bobby Brewer

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum; Jimmy Mincey was absent. A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: No Changes were made to the published agenda

Agenda:

Minutes of the May 11, 2010 Workshop; and May 18, 2010 Council Meeting: Ray Davis made a motion to approve all the minutes for May as written. The motion was seconded by Paul Beavers and carried with 5 votes in favor and 0 votes against.

May Financial Report: A motion was made by Nina Brewer to approve the monthly financial reports as written. The motion was seconded by Lisa Harrison and carried with 5 votes in favor and 0 votes against.

Third reading of the Ordinance to redefine the boundaries of the city wards: Lisa Harrison made a motion to have the third/final reading of the Ward Ordinance by title only. Ray Davis seconded the motion and it carried with 5 votes in favor and 0 votes against. The ordinance was read by title only.

Vote on the Ward Ordinance: Paul Beavers made a motion to approve the Ward Ordinance as read. The motion was seconded by Nina Brewer and carried with 5 votes in favor and 0 votes against. The ordinance number will be 2010-06.

2009 Water Audit Report: Ray Davis made a motion to accept the audit report as received. Lisa Harrison seconded the motion and it carried with 5 votes in favor and 0 votes against.

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New Business:

Water Project Update: All the pipes are laid and road bores complete in the Village; we have water at the well site and the river boring should begin by the beginning of next week

Planning Commission meeting – Monday, June 28, 2010, at 5:30 PM

Workshop: Tuesday, July 13, 2010 at 6:30 PM

Council Meeting: Tuesday, July 20, 2010 at 6:30 PM

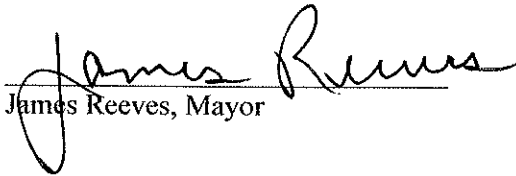
AML Meeting in Hot Springs: June 16 thru June 18, 2010


Adjournment: With no further business, Lisa Harrison made a motion to adjourn. Ray Davis seconded the motion and it carried unanimously.

The meeting adjourned at 6:40 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

1-11-10

**City of Norfolk
City Council Workshop
June 8, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Gloria Becker
Johnnie Sepulvado
Joyce DeVoney

Don Sappington
Ernie Hubbard
Mike Harrison

David K Miller
Doris Daniel
Warren Gragg

Joan Carlsen
Don Davis
Frankie Baker

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No Changes were made

Public Forum: Ernie Hubbard spoke about the Volunteer Street Tax and his experience with the Collector over his choice not to pay it. He said that the Attorney General referred him to his State Legislative Representative; but he has been unable to speak with Curren Everett. Mayor Reeves stated that the Volunteer Street tax is set by resolution voted on by the Council each year and has been in existence for over 20 years – research has not lead us to the actual date of origin. Former Council member Warren Gragg said that it was set up as a temporary tax to repair road following the Sewer Project in the late 80's or early 90's. (Research since the meeting verifies that the tax existed in 1980.)

When a member of the audience continued ranting on about unrelated matters after the Mayor asked him to cease, Mayor Reeves recessed the meeting for 15 minutes at 7:05 PM.

The meeting was called back to order and resumed at 7:20 PM, with the next agenda item.

Last Months Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for May 31, 2010. There were no questions at this time.

An additional report was provided to compare the YTD income/expense information from 2009 and 2010.

Unfinished business in the new order of discussion:

City Council Ward Realignment Ordinance is scheduled for the third reading and a vote at the June 15th meeting. No comments or questions at this time.

Record of Document Destruction: A copy of the affidavit and list of documents was provided.

New Business:

2009 Water Audit: Copies of the Audit report was provided and Mayor Reeves noted that there were no exceptions found. A motion to accept the report will be scheduled at the June 15th meeting.

Food Bank Request: The Board of Directors for the North Arkansas Food Bank has requested an agreement from the City Council allowing their trucks to enter the Food bank through the City Hall Circle. The area that trucks turned around in the past is no longer available for that use. The Agreement was circulated to the Council for signatures and everyone signed in agreement.

Yard Waste Dumping on City Property: In the past, the city has allowed citizens to bring yard waste to a location by the sewer plant where it has been burned/buried by the city. Mayor Reeves asked if the Council wishes to continue this practice except when the area is too wet for vehicles to drive on. A show of hands by the Council indicated that it should continue to be available to the citizens.

Summer Hours: Mayor Reeves said that summer hours have been put in effect as of June 1st, to open at 7:30 AM and close at 4PM. The change in hours makes it possible for city workers to take advantage of the summer program at the youth center for their day care needs.

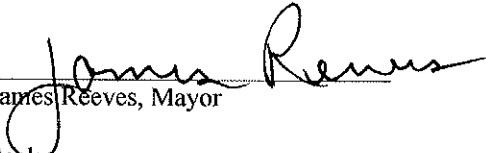
ORIGINAL

Other Announcements:

Water Project Update: They have completed boring and laying pipe in Norfolk Village and it is ready for meter installation to begin; the drillers at 1810' and through the Rubidoux Aquifer. They will go 200' more with the original drill and then begin enlarging the hole for pipe.

It was noted that the meeting dates on the agenda were for last month and should be June 15th for the Council meeting and June 28th for the Planning Commission Meeting.

With all other business completed, the meeting concluded at 7:45 PM.



James Reeves, Mayor
Seal:



Donna Hinton, Recorder/Treasurer

ORIGINAL

**City of Norfolk
Regular Council Meeting
May 18, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Don Sappington
Joan Carlsen

Rich Fischer

Dave Miller

Ron Ragsdale

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum. A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: Mayor Reeves asked to add recent information on the John Pate lawsuit. No objections.

Agenda:

Minutes of the April 13, 2010 Workshop; and April 19, 2010 Council Meeting: Ray Davis made a motion to approve all the minutes for April as written. The motion was seconded by Nina Brewer and carried with 6 votes in favor and 0 votes against.

April Financial Report: A motion was made by Jimmy Mincey to approve the monthly financial reports as written. The motion was seconded by Paul Beavers and carried with 6 votes in favor and 0 votes against.

Third reading of the Animal Ordinance: Lisa Harrison made a motion to have the third/final reading of the Animal Ordinance by title only. Ray Davis seconded the motion and it carried with 6 votes in favor and 0 votes against. The ordinance was read by title only.

Vote on the Animal Ordinance: Jimmy Mincey made a motion to approve the Animal Ordinance as read. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against. The ordinance number will be 2010-05.

Second Reading of the Ordinance to redefine the boundaries of the city wards: Jimmy Mincey made a motion to have the second reading of the Ward Ordinance by title only. Nina Brewer seconded the motion and it carried with 6 votes in favor and 0 votes against. The ordinance was read by title only.

Jail Fee Agreement: Jimmy Mincey made a motion to approve the 2 year agreement with the Baxter County for jail services as proposed in the letter from Sheriff Montgomery. Paul Beavers seconded the motion and it carried with 6 votes in favor and 0 votes against.

Lot Split in River Ridge Subdivision: Ray Davis made a motion to approve the lot split as platted and recommended by the Planning and Zoning commission. Camille Voelz seconded the motion and it carried with 6 votes in favor and 0 votes against.

New Business:

Pate vs. Gragg Lawsuit: Mayor Reeves said that he had recently received information stating that Mr. Pate would agree to resolve this lawsuit for a settlement of \$7,000. The Council members asked to postpone any action on this matter at this time. No action was taken and the matter will be addressed at a later date.

Announcements/Meetings:

Swing Set: Mayor Reeves said that the green space in front of city hall to be accessible to the Youth Center and occupants of the Community Center is being considered. A decision will be made later.

Water Project Update: Pipes are being laid in Norfolk Village and the well drilling crew is moving equipment in and plans to start drilling as soon as possible. A Change has been requested to have all driveways bored.

Planning Commission meeting – Monday, May 24, 2010, at 5:30 PM

Workshop: Tuesday, June 8, 2010 at 6:30 PM

Council Meeting: Tuesday, June 15, 2010 at 6:30 PM

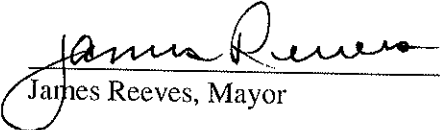
AML Meeting in Hot Springs: June 16 thru June 18, 2010

Adjournment: With no further business, Paul Beavers made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:00 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
May 11, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey (arrived late)
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Ron Ragsdale
Joan Carlsen
Jim Griffin

Don Sappington
Patricia Wright
Cory McFall

David K Miller
Doug Simpson

Leon Alexander
Janet Nelson

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Jimmy Mincey arrived late

Consent of Agenda: Mayor Reeves asked to include discussion of inoperable vehicles and there were no objections. It was agreed that the order of items be changed to address the sewer request on the property near the main city well first as Cory McFall, Utility Superintendent is present and on the clock for that item.

Last Months Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for April 30, 2010. There were no questions at this time.

Unfinished business in the new order of discussion:

Property near the Main City Well: Doug Simpson had previously requested that the city bring the sewer lines onto his property near the main city well. Mayor Reeves read City Code 10.08.04 stating that the customers pay the expense of connecting to the City sewer. Water Superintendent, Cory McFall stated that Mr. Simpson's request for an engineer's estimate could not be accurately provided because an engineer needs specific information as to the developer intent for the adjoining property. Therefore, McFall recommended that Mr. Simpson provide his engineer with his specification and submit that plan to the City for approval. An certified engineer will be familiar with Health Department restrictions and regulation around a well head and could develop a plan that would very likely meet with the City's approval and the engineer will then submit it for Health Department approval. The City sewer systems dead ends at Fourth and Wolf which would be the point that the developer needs to connect. The City will address the issue again when the engineered plans are provided.

Animal Ordinance is scheduled for the third reading and a vote at the May 18th meeting. No comments or questions at this time.

City Council Ward Realignment Ordinance is scheduled for the second reading at the May 18th meeting. Mayor Reeves stated that Charles Slater is working on the map that will be filed with the ordinance.

Park Equipment: It was agreed that the best location to set up the swing/playground set that we received from Fish and Game would be in the grassy area south of City Hall and west of the Youth Center which would make it available for children from the Youth center and events at the Community Center. Bids for a slab under the pavilion at the City Park are still being sought. A certificate of deposit will mature on 5/18/10 and will be redeemed into the park account.

Jail Fee Agreement: Sheriff Montgomery has proposed an agreement for a monthly set jail fee of \$250 based on past history rather than the current \$40 per day. Any remaining fund at the end of the year would be sent to the County Jail as well. Chief Griffin recommended that the Council approve the agreement based on the fact that he is aware of a couple of upcoming cases that would require lengthy incarceration of individuals to the extent that it could easily exceed \$1000/month. A jail fee is currently included in the court cost on each ticket and can only be used to pay jail fees. Based on the history, this would generate the

proposed \$250 fee; any jail fees in excess of that would also be turned over to the jail because they cannot be used for anything else anyway. Each year the fee would be reset. It will be placed on the May 18th agenda for a vote.

Prisoners working in town: In preparation for the upcoming Pioneer Day event, the Calico Prisoners have been working to tidy us around town. Due to the rain, they have not been able to work so they are here in larger numbers than usual.

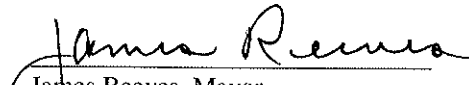
Inoperable Vehicles: Mayor Reeves said that it is difficult to enforce the current inoperable ordinance because it is hard to define what is an "inoperable". He asked the Council to think about exactly what they would want to accomplish and return with some ideas that might help clarify the problem to be resolved. It may just be a matter of defining how to identify a violation or may require a revision of the ordinance.

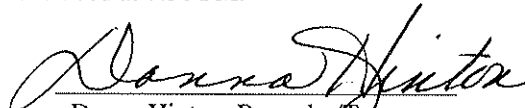
Lot Split in River Ridge Subdivision: The Planning and Zoning Commission reviewed a request to split a parcel of land in River Ridge Park Phase A Subdivision. The owner, John Wilson is requesting to split part of Lot 13, all of Lot 22 and part of Lot 23 into 3 lots of more than 1 acre each. The P & Z Commission finds no problem or violation in the proposed plan and recommends that the Council approve the request. It will be placed on the May 18th agenda for a vote.

Other Announcements:

Water Project Update: They are boring and laying pipe in Norfolk Village and the drillers are moving in with a plan to begin tomorrow. The project is moving ahead as planned.

With all other business completed, the meeting concluded at 7:30 PM.


James Reeves, Mayor
Seal:


Donna Hinton, Recorder/Treasurer

**City of Norfolk
Regular Council Meeting
April 19, 2010**

Meeting was called to order at 7:15 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Don Sappington

Rich Fischer

Charles Francis

Gloria Becker

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum. A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: No Changes were made.

Agenda:

Minutes of the March 9, 2010 Workshop; and March 16, 2010 Council Meeting and the March 22, 2010 Special Meeting: Ray Davis made a motion to approve all the minutes for March as written. The motion was seconded by Paul Beavers and carried with 6 votes in favor and 0 votes against.

March Financial Report and First Quarter Report: A motion was made by Jimmy Mincey to approve the monthly financial reports as written. The motion was seconded by Nina Brewer and carried with 6 votes in favor and 0 votes against.

Second reading of the Animal Ordinance: Paul Beavers made a motion to have the second reading of the Animal Ordinance by title only. Ray Davis seconded the motion and it carried with 6 votes in favor and 0 votes against. The ordinance was read by title only.

New Business:

Leases for the Horace Mann Buildings: Both parties had notified the City prior to the meeting that they had each decided not to sign leases at this time. No action was required.

Law Enforcement software and hardware for a Mobile unit in the patrol car: Ray Davis made a motion to approve the purchase of the hardware and software for the installation of a mobile unit in the patrol car and that the \$1000 from the sale of a car that was confiscated in a drug arrest be used toward the total cost of \$2420.55. Nina Brewer seconded the motion and it carried with 5 votes in favor and Camille Voelz voting against it.

Part-time summer help: Paul Beavers made a motion to rehire the same person that we had last year at the same rate of \$8 per hour. Lisa Harrison seconded the motion and it carried with 6 votes in favor and 0 votes against.

Waste Disposal Contract with IESI: The contract will automatically renew on May 1, 2010 and IESI has notified the City that they wish to exercise the option of a CPI increase of 2.1% effective May, 2010. Jimmy Mincey made a motion that the propose increase be accepted. Lisa Harrison seconded the motion and it carried with 6 votes in favor and 0 votes against.

First reading of an Ordinance to redefine the boundaries of the city wards: An Ordinance to redefine the boundaries of the city wards to include the recently annexed areas was read in its entirety for the first time. No action or discussion at this time. The second reading will be scheduled for the next council meeting.

Announcements/Meetings:

Swing Set: Mayor Reeves said that the City was given the opportunity to get a real nice swing set that was being removed from the camp ground near the dam which is being updated. He opted to take in and ask for suggestions of where the Council would like to see it placed. One suggestion was to have it in the green space in front of city hall to be accessible to the Youth Center and occupants of the Community Center. A decision will be made later.
Wolf House Meeting: Everyone was reminded and encourage to attend the public meeting with the National Park Service at the Community Center on Tuesday evening, April 20, 2010.

Planning Commission meeting – Monday, April 26, 2010, at 5:30 PM

Workshop: Tuesday, May 11, 2010 at 6:30 PM

Council Meeting: Monday, May 18, 2010 at 6:30 PM

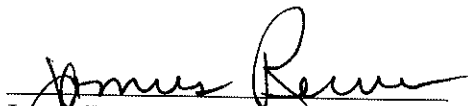
Horace Mann Mexican Dinner: Friday, April 30, 2010 at the Community Center from 4 to 8 PM


Adjournment: With no further business, Paul Beavers made a motion to adjourn. Nina Brewer seconded the motion and it carried unanimously.

The meeting adjourned at 8:15 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
April 13, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

Doris Daniel

Ron Ragsdale

Janet Nelson

Don Sappington

Gloria Becker

David K Miller

Stubby Stumbaugh

Leon Alexander

John & Nancy Bielser

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: The Minutes for the March 22 Special meeting and the First Quarter financial Report were missing from the prepared agenda. Just prior to the meeting, Doug Simpson asked to address the Council on a sewer line issue. These items were added to the agenda. The order of the agenda was changed to accommodate those that were present for a specific item.

Last Months Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for March 31, 2010. There were no questions at this time.

The Quarterly report was presented in a new format and a brief explanation was given.

New Business in the new order of discussion:

John Bielser Lease for the Agri Building: The Bielser's presented a business plan that included an art studio with some classes; a quality resale shop and a teen center. The proposal included repair and renovation of the interior of the building at their expense to accommodate the business. They displayed some of the items that would be for sale. They proposed a 5 year term with a 3 year option for either party to terminate without penalty at a rate of \$1 per month. Their renovation plan did not include repair of the windows. The city would like to retain the use of the parking area around the building for city use during city events. All other conditions of the lease were acceptable to the Bielser's. Action on this lease will be on the April 19th Council meeting agenda.

IESI Waste Disposal Contract: Stubby Stumbaugh was present from IESI. The existing contract automatically renews unless either party notifies the other of their desire to cancel 90 days prior to the renewal date. That opportunity was not taken by either party and thus it will be in effect for one more year. The contract does all for an increase not to exceed 5% per year. Mr. Stumbaugh asked that the increase for the coming year would be 2.1% based on the CPI. With no opposition, he will formalize that with a letter.

Law Enforcement Software Request: Chief Griffin asked the Council to consider a software package and a lap top for the patrol car that would enable a check for stolen vehicles and warrants through a National network during a stop. An officer would be aware of a potentially more dangerous encounter, the need for additional backup and would not be likely to release someone with a warrant. The current system is often busy and relaying the information can be misunderstood. Mt. Home currently has this system in their cars and would allow Norfolk to run off of their tower at no charge. Cost of the software and installation would be about \$2500 of which \$1000 could come from the sale of a car that was confiscated by the Department in a drug arrest. Discussion ranged from the financial status of the city, the benefit of protection for officials on duty, and the risk to the community and officers if people that may have outstanding warrants are released. Decision on this item will be on the April 19th Council meeting agenda.

Doug Simpson Sewer Request: Mr. Simpson said that his request is for sewer lines to Lots 1-4, 5 and 6. He has discussed this with the Mayor and most of the Council previously without conclusion. He is proposing to pay for all the materials to cross Wolf Street (approximately 100') and the City workers could provide the labor at no additional cost to the City. Mayor Reeves explained that the City workers do have their normal work and do not have "spare time" to take on a project like that especially in the summer as we begin a huge water project; the City code requires that the cost of connection to the City line is the responsibility of the developers/land owners; and any improvements or changes in that line should not be done to accommodate one individual

but be done to current standards with potential future users in mind like the lots beyond those owned by Mr. Simpson. In addition a sewer line requires a manhole at every angle; there is no right of way or access to one of the lots; the line must be at least 100' from the well; the project requires an Engineer plan approved by the Department of Health and will need to be supervised by the City Water/Sewer Superintendent. This plan would need to be paid for by the developer and not the City. Mr. Simpson suggested that he may pay half of the cost of a study. The City code requires private septic systems deliver grey water to the City sewer system; Mr. Simpson suggested an alternative system that might be able to be used and the output sent to the nearby creek. Since this item was not on the agenda in time for the City to have staff present nor had the Council members been prepared to discuss it at this meeting, it was not possible to know all the facts. Mayor Reeves recommended that the Council meet with Cory and Derak to discuss this issue before making a decision and he agreed to get an estimated cost for an Engineers Plan for the project as requested by Mr. Simpson. No decision will be made on this item at this time.

Unfinished business:

Animal Ordinance: No comments at this time. The ordinance will be scheduled for the second reading at the April 19th Council Meeting.

Updating Ordinances/Code: Mayor Reeves stated that he has discovered that many of the old ordinances have been revised or replaced already; however, some have just been modified in part making it difficult to know exactly what is currently in effect. He recommends that in the future, all revision be done by replacing the previous ordinance with a completely new ordinance that reflects the intended change. No further action will be taken.

Other New Business:

Diane Duncan lease of the Home Ec Building: Ms. Duncan was not available for this meeting.

General Accounting Software: A request was made for updated accounting software that would be compatible with the Water Department software that was purchase a couple of years ago. The accounting part was not purchased at that time to defer the cost. The City currently uses Quick Books which is primarily designed for use by a company or multiple companies rather than by city government. It requires that each department/budget be a totally separate company and it is not possible to get a total City report without creating it outside of the system in Excel. The new system is designed specifically for city government and will generate the reports are required of a city. The cost of the proposed system is \$ 6,514.

Summer Part-time helper: The young man that did it last year is interested and willing to do it again this year. He rate last year was \$8/hr. Council was in favor of considering this again with the same employee at the same rate. This item will be on the April 19th meeting agenda.

City Council Wards: The recently annexed areas need to be included as a part of a ward in the city so that those residents may have the option of running for a council position in the upcoming election. Since we do not have updated census for the entire city, and neither of the subject areas are heavily populated with permanent residents, it was decided that the Stony Creek area should become a part of Ward 2 and the River road area would become a part of Ward 1.

Cable Service: A company from Yellville area is investigating the possibility of bringing a fiber optic cable/internet service to Norfolk.

Proclamation: Mayor Reeves read a proclamation declaring May 2010 as National Preservation Month.

Other Announcements:

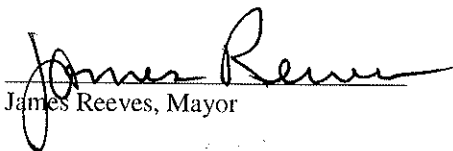
City Logo: Mayor Reeves reported on 2 options for to get the City Logo embroidered on shirts, hats and other items.

Wolf House: The Federal Park Service recently visited the Wolf House and will hold public meetings on April 20 at 5PM and 6:30 PM at the community center to share their findings and gather input from the public.

Reminder: Reschedule the April 20 City Council Meeting: Due to the Wolf House meeting being scheduled at the same time as the regular City council meeting, the Council agreed to reschedule the April 20, 2010 6:30 PM meeting to Monday, April 19 at 7:15 PM so that all council members could attend the Wolf House meeting. Notices will be sent to the media.

Other Events and meetings were noted.

With all other business completed, the meeting concluded at 8.45 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Special Council Meeting
March 22, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer (absent)
Lisa Harrison

Ray Davis
Paul Beavers

Guest

John Selig, Engineer

John Selig, Sr

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Nina Brewer was absent A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: The purpose of the special meeting was to award the contracts for the Water Project.

Project Engineer, John Selig present an analysis of the bids receive for each of the 4 contracts that will make up the water project. He has reviewed all the bids and verified that the contracts could be carried out by the lowest bidder in each contract and therefore recommends that the City Council accept the lowest bid for each of the four contracts. Paul Beavers asked if there is a dynamite clause in the event that blasting may be needed. Selig stated that blasting was not addressed as it is believed that it should not be necessary will the layout designed.

Awarding the Contracts:

Contract 1: John Selig read **Resolution # 2010-02** awarding Contract 1 –Line Work to Franks Construction, Inc., in the amount of \$261,711.94. Paul Beavers made a motion to approve the resolution as read. Lisa Harrison seconded the motion. A pole of the council resulted in 5 yeas/ 0 Nay /1 absent. The motion carried.

Contract 2: John Selig read **Resolution # 2010-03** awarding Contract 2 – River Bore to Greer Excavating, Inc., in the amount of \$155,800.00. Jimmy Mincey made a motion to approve the resolution as read. Ray Davis seconded the motion. A pole of the council resulted in 5 yeas/ 0 Nay /1 absent. The motion carried.

Contract 3: John Selig read **Resolution # 2010-04** awarding Contract 3 –Well and Treatment Facility to Midwest Hydro Drilling and Service, Inc., in the amount of \$548,773.44. Ray Davis made a motion to approve the resolution as read. Camille Voelz seconded the motion. A pole of the council resulted in 5 yeas/ 0 Nay /1 absent. The motion carried.

Contract 4: John Selig read **Resolution # 2010-05** awarding Contract 4 –Elevated Storage Tank to Caldwell Tanks, Inc., in the amount of \$359,600.00. Lisa Harrison made a motion to approve the resolution as read. Paul Beavers seconded the motion. A pole of the council resulted in 5 yeas/ 0 Nay /1 absent. The motion carried.

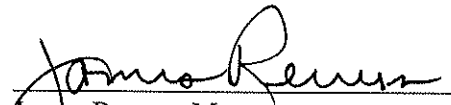
Authorization of Mayor and Clerk to sign contracts related to the Water Project. John Selig recommended that the Council authorize the Mayor and the Clerk to sign the contracts related to the water project to avoid having to call a meeting each time and expedite the process. Paul Beavers made a motion to authorize Mayor, Jim Reeves and Recorder/Treasurer, Donna Hinton to sign the contracts and loan papers related to the Water Project as approved by the Council. Lisa Harrison seconded the motion. A pole of the council resulted in 5 yeas/ 0 Nay /1 absent. The motion carried.

Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 5:20 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
City Council Workshop
March 9, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor
Jim Reeves

Recorder/Treasurer
Donna Hinton

Council
Jimmy Mincey
Camille Voelz

Nina Brewer (Absent)
Lisa Harrison

Ray Davis
Paul Beavers

Guest
Doris Daniel

Joan Carlsen

Janet Nelson

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Nina Brewer was absent.

Consent of Agenda: An application for a new Business License was added to the new business.

Last Months Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for February 28, 2010. There were no questions at this time.

Unfinished business:

Animal Ordinance: The ordinance has been revised to include the requirement of Cogan's test for all equine. No other changes were made. The ordinance will be scheduled for the first reading at the March 16th Council Meeting.

Park Pavilion: The pavilion at the City Park has been completed and a concrete slab with concrete tables would finish the project. Bids are being sought and determination will be made depending upon funding.

Park Related: Paul Beavers said that he spoke with Fish and Game about possibly putting some concrete picnic tables down near the F&G parking area near the Old Ferry landing. They seemed agreeable to the idea but wanted to make sure that neighboring property owners did not object. Paul will follow up.

New Business:

Business License: Michael Davis has submitted an application to open a business to sell guns, knives, fishing supplies and sporting goods at 13851 Hwy 5 South. He requested that the council act on the license tonight so that he can proceed with regulations regarding the sale of guns and ammo. Paul Beavers made a motion to approve the license application for a business called "Sharps" to be located at 13851 Hwy 5 South. The motion was seconded by Ray Davis (no relation to the applicant) and carried with 5 votes in favor; no votes opposing.

Updating Ordinances/Code: Mayor Reeves stated that a number of the ordinances are currently outdated and ineffective and asked if the Council would be willing to review old ordinances to bring them up to date. They agreed to review a few of the old ordinances at each workshop over the next several months. Mayor Reeves will provide copies of current ordinances that may need to be addressed by the council for their review and discussion at the next workshop.

Water Project Update: Bids will be opened on March 16th at 10:00AM and every 15 minutes thereafter until all bids are received. There has been considerable interest but the actual number of bids will not be known until that morning. Depending on the number of bids and how they are written, actually awarding the bids may require some additional time to study.

Announcements:

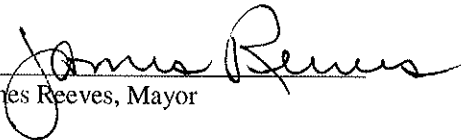
Planning/Zoning Commission: Chairman Ron was not present.

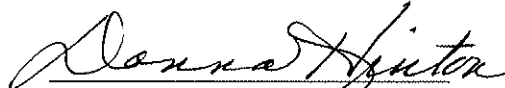
Wolf House: The Federal Park Service recently visited the Wolf House and will hold public meetings on April 20 at 5PM and 6:30 PM at the community center to share their findings and gather input from the public.

Reschedule the April 20 City Council Meeting: Due to the Wolf House meeting being scheduled at the same time as the regular City council meeting, the Council agreed to reschedule the April 20, 2010 6:30 PM meeting to Monday, April 19 at 7:15 PM so that all council members could attend the Wolf House meeting. Notices will be sent to the media.

Other Events and meetings were noted.

With all other business completed, the meeting concluded at 6:55 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

City of Norfolk
Regular Council Meeting
March 16, 2010

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey
Camille Voelz

Nina Brewer (absent)
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Don Sappington
David Miller

Rich Fischer

Jerry German

Peggy German

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Nina Brewer was absent A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: A request for permission to destroy city records was added with the agreement of all members present.

Agenda:

Minutes of the February 9, 2010 Workshop; and February 16, 2010 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for February as written. The motion was seconded by Lisa Harrison and carried with 5 votes in favor and 0 votes against.

February Financial Report: A motion was made by Ray Davis to approve the monthly financial report as written. The motion was seconded by Camille Voelz and carried with 5 votes in favor and 0 votes against.

First reading of the Animal Ordinance: The entire ordinance was read.

Water Project Bids: A summary of the bids submitted and opened earlier today was distributed to the Council. Engineer, John Selig will review a low bids to determine that they are complete and verify that they are qualified and capable of performing the required job. He will make a recommendation to the council within one week. He will clarify a very low bid for the boring and allow that bidder to drop out or assure him that they can perform that part of the project for that price. A special meeting of the Council will be scheduled to review and award bids as soon as the recommendation is received.

New Business:

Destroying old city records: An affidavit and a list of records were given to the council. Several years of old records are still being stored at city hall. The law allows the destruction of certain audited records over seven years old with the permission of the council. A list of all records to be destroyed must be documented and witnessed by a Council member. Arrangements have been made to have a commercial shredder come to City Hall

on April 5, 2010. This may require more than one visit because there are several years of records to be documented. With this information, Ray Davis made a motion to approve the destruction of records listed via shredding and any and all records that can be documented prior to the destruction to be included providing a list of those records are given to council. Paul Beavers seconded the motion and it carried will 5 votes in favor; 0 votes opposed. Paul Beavers volunteered to be the Council member on sight at the time of shredding.

Announcements/Meetings:

Planning Commission meeting – Monday, March 29, 2010, at 5:30 PM

Workshop: Tuesday, April 13, 2010 at 6:30 PM

Council Meeting: Monday, April 19, 2010 at 7:15 PM *NOTE DATE AND TIME CHANGE


Pioneer Day Committee Chili Dinner – Friday, March 19, 2010 from 4:30 to 8PM.

Adjournment: With no further business, Paul Beavers made a motion to adjourn. Ray Davis seconded the motion and it carried unanimously.

The meeting adjourned at 7:25 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

ORIGINAL

**City of Norfolk
Regular Council Meeting
February 16, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Camille Voelz

Nina Brewer (absent)

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Don Sappington

Rich Fischer

Rhonda Stacks

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: Five members of the Council were present to establish a quorum. Nina Brewer was absent. A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: No changes were made.

Agenda:

Minutes of the January 12, 2010 Workshop; and January 19, 2010 Council Meeting: Lisa Harrison made a motion to approve all the minutes for January as written. The motion was seconded by Jimmy Mincey and carried with 5 votes in favor and 0 votes against.

January Financial Report: A motion was made by Ray Davis to approve the monthly financial report as written. The motion was seconded by Paul Beavers and carried with 5 votes in favor and 0 votes against.

Third reading of the revised Mobil/Manufactured Home Ordinance: Paul Beavers made a motion to have the third reading by title only; Lisa Harrison seconded the motion and it carried with 5 votes in favor and 0 votes against. The third reading of the ordinance was given by title only.

Approval of Mobil/Manufactured Home Ordinance: Jimmy Mincey made a motion to approve the Ordinance as read. Ray Davis seconded the motion and it carried with 4 votes in favor and Camille Voelz abstained. This will be known as Ordinance 2010-03.

2009 Year End Report: There were no questions. Paul Beavers made a motion to accept the 2009 yearend report as presented. Lisa Harrison seconded the motion and it carried with 5 votes in favor.

Final 2009 Budget Ordinance: Jimmy Mincey made a motion to read the final 2009 budget ordinance by title only; Lisa Harrison seconded the motion. It carried with 5 votes in favor. The ordinance was read by title only.

ORIGINAL

Approval of Final 2009 Budget Ordinance: Ray Davis made a motion to approve the 2009 Final Budget as read. Jimmy Mincey seconded the motion and it carried with 5 votes in favor. This will be known as Ordinance 2010-04.

New Business:

Animal Ordinance: The ordinance as revised by the Council at the Workshop was reviewed. Jimmy Mincey noted that there was not any requirement for equine animals to have a Coggan's test and even though it is a State requirement, it may be beneficial to have it included. The other council members agreed and requested that the ordinance be revised to include requirements for the Coggan's test and a fine for non compliance. A final draft of the proposed ordinance will be prepared for review at the March Workshop.

Resolution to approve Norfolk Condominium Plat: After a brief discussion, clarification and agreement that the septic system in place was adequate, a resolution to approve the final Plat and authorize Mayor Reeves to sign off was read. Paul Beavers made a motion to approve the plat by resolution; Lisa Harrison seconded the motion and it carried with 5 votes in favor. The Plat will be signed and returned to Strider Consulting to be recorded by the Baxter County Clerk.

Announcements/Meetings:

Planning Commission meeting – Monday, February 22, 2010, at 5:30 PM

Pioneer Day Committee meeting – Monday, February 23, 2010, at 4:30 PM –NOTE TIME CHANGE

Workshop: Tuesday, March 9, 2010 at 6:30 PM

Council Meeting: Tuesday, March 16, 2010 at 6:30 PM

Horace Mann Committee meeting – Wednesday, March 3, 2010 at 10:00 AM –Several events were mentioned.

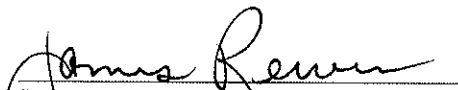
Visitors Guide: Rich Fischer, White River Current noted that the deadline for the Visitor Guide is February 25.

Adjournment: With no further business, Paul Beavers made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:00 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

JAN 19 2010

**City of Norfolk
City Council Workshop
February 9, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

Guest

David Miller

Don Sappington

Danny Ellington

Ben Strider

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum.

Consent of Agenda: No changes were made

Public Forum:

Last Months Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for January 31, 2010. There were no questions at this time.

Unfinished business:

Mobile/Manufactured Home Ordinance: Scheduled for 3rd reading at the February 16th Council meeting. Camille Voelz requested clarification as to the materials that would and would not be acceptable for underpinning and skirting. Ray Davis stated that the cost of concrete would be prohibitive for most individuals that would select this type of home but that requiring material engineered by the industry, one could not prohibit plastic and vinyl but be assured of a quality and design that would withstand the use intended. No changes were made to the Ordinance.

2009 Year End Report: There were no questions or comments at this time.

2009 Final Budget Ordinance: There were no questions or comments at this time.

New Business:

Final Plat for Norfolk Condominium: The proposed plat from Norfolk River Resort is to convert the raised cabins to privately owned condominiums. The Plat has been reviewed and approved by the P & Z Commission; inspected by the Building inspector and the Fire Chief. Danny Ellington and Ben Strider from Strider Consulting were present to answer question from the Council. Concerns about whether the sewer system was adequate to handle residential use were address with the fact that the proposed use would not increase demand on the sewer systems and any future issues with that system would be the responsibility of the homeowners. The lift station on the property is owned by the resort but the city maintains it. They would like to have the City take ownership. Mayor Reeves stated that it would make sense for the City take ownership of the lift station so that in the future the City would have control over additional connections rather than Mr. McCumber. The homeowners would be responsible from the lift station back to their property. Installation of individual water meters would be the same as any new residence. (Additional information since the meeting clarifies that the line and meter loops would be engineered; installed and approved by the City Plumbing inspector and the Department of Health at the owners expense as in any other subdivision development.) The City would require the normal agreement, deposit, hookup fees and installation fees from the individual owners when they activate their account. The required waste disposal service would be up to the individual or the homeowners association and roads would all be private. The city would not have any additional liability as a result of this proposal.

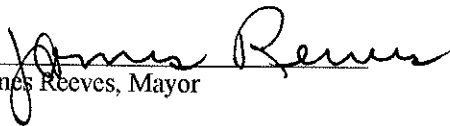
Animal Ordinance: The Council spent considerable time reviewing and editing the proposed Animal ordinance. The revised draft will be in their folder tomorrow and any changes or questions will be discussed at the March Workshop.

Announcements:

Planning/Zoning Commission: Chairman Ron was not present.

Water Project Update: Mayor Reeves reported that as of Monday, the Norfolk project was still waiting approval by the Health Department. Kincaid suggested that Mayor Reeves request assistance from Senator Johnny Key. Within a couple of hour after making that call, Mayor Reeves received a call from the Department of Health and today, in spite of the snow storm in LR, our Engineer, John Selig called to say he had approval and would contact USDA in hopes of being able to publish requests for bids this weekend. Bids can be awarded thirty days from that publication and then the loan closing could be scheduled.

With all other business completed, the meeting concluded at 8:30 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

10/10/10

**City of Norfolk
Regular Council Meeting
January 19, 2010**

Meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Jimmy Mincey

Camille Voelz

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Don Sappington

Rich Fischer

Doug Simpson

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council were present to establish a quorum. A moment of silence was followed by the Pledge of Allegiance.

Consent of Agenda: 2009 End of the Year Report and preliminary final budget information have been distributed to the Council.

Agenda:

Minutes of the December 8, 2009 Special Bond Hearing; December 8, 2009 Workshop; and December , 2009 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for December as written. The motion was seconded by Lisa Harrison and carried with 6 votes in favor and 0 votes against.

December Financial Report: A motion was made by Ray Davis to approve the monthly financial report as written. The motion was seconded by Nina Brewer and carried with 6 votes in favor and 0 votes against.

2009 Year End Report: Mayor Reeves pointed out that the only account that did not lose money in 2009 was the Water Capital Improvement account which can only be used for Capital Improvements in the Water System. It will be critical to really scrutinize spending in 2010. Unlike larger cities, we cannot cut allocations to various department heads to make up for short falls, each fund stands on its' own here.

Final 2009 Budget: Figures presented are actual year end numbers and we are required to bring all the line items of the budget in balance. This info will be presented in ordinance form prior to the February meeting.

Unfinished Business:

Third Reading of the Sign Ordinance: Ray Davis made a motion to have the third reading by title only; Lisa Harrison seconded the motion and it carried with 6 votes in favor and 0 votes against. The third reading of the sign ordinance was given by title only.

Approval of the Sign Ordinance: Following the third reading of the sign ordinance, there was no discussion. Lisa Harrison made a motion to approve the ordinance as read and it was seconded by Jimmy Mincey. The motion carried with a vote of 6 in favor and 0 opposed.

Second reading of the revised Mobil/Manufactured Home Ordinance: Nina Brewer made a motion to have the second reading by title only; Camille Voelz seconded the motion and it carried with 6 votes in favor and 0 votes against. The second reading of the ordinance was given by title only.

New Business:

Visitors Guide: It was brought to the attention of the Council that the White River Current was in the process of producing the second Visitors Guide for the spring and summer of 2010. It is a publication that is approved for placement in the State Visitor's centers and will feature areas and events of interest within about 40 miles of Calico Rock. With the centennial of Norfolk in 2010, it may be an opportunity to spotlight Norfolk landmarks and events in a very well circulated publication. Samples and price lists were provided by Rich Fischer.

Announcements/Meetings:

Planning Commission meeting – Monday, January 25, 2010, at 5:30 PM


Pioneer Day Committee meeting – Monday, January 26, 2010, at 7:00 PM

Adjournment: With no further business, Paul Beavers made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 6:55 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:



**City of Norfolk
City Council Workshop
January 12, 2010**

The regular monthly workshop meeting was called to order at 6:30 PM by Mayor, James Reeves

Mayor
Jim Reeves

Recorder/Treasurer
Donna Hinton

Council

Jimmy Mincey
Camille Voelz (absent)

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Ron Ragsdale

Doris Daniel

Leon Alexander

Don Sappington

And there may be others that did not sign in or names were illegible.

Meeting Notes:

Roll call was taken: All members of the Council except Camille Voelz were present to establish a quorum.

Consent of Agenda: The minutes for the Special Bond Meeting on December 8, 2009 were added.

Public Forum:

Last Months Minutes: No comments or changes were made.

Monthly Financial Report: Monthly report for December 31, 2009. There were no questions at this time. The Mayor noted that the yearend reports and final 2009 Budget information would be available before the February workshop.

Unfinished business:

Sign Ordinance: Scheduled for 3rd reading at the January 19th Council meeting. There was no discussion at this time.

Mobile/Manufactured Home Ordinance: Scheduled for 2nd reading at the January 19th Council meeting.

New Business:

Animal Ordinance: Mayor Reeves reintroduced an ordinance regulating animals within the city. He has responded to and picked up 8 dogs recently. The current dog ordinance is very old and needs to be updated. He asked the Council to review the proposed document and be prepared to discuss and edit it at the February workshop.

Cable Company: The Almega cable company has collected franchise fees but has not forward them to the city. They have discontinued service to Norfolk as of January 1, 2010. The information on the internet is that they filed bankruptcy back in March of 2009. Information regarding the non-payment of the franchise fees was forwarded to Kincade early last summer but nothing has come of it. Several of our neighboring communities have the same issue, and discussed it at the Mayor's meeting. By discontinuing service, several house hold may not have the option for satellite if they live in apartments or do not have a credit card. The city has no recourse at this time.

Announcements:

Planning/Zoning Commission: Chairman Ron Ragsdale reported that between 20 and 30 people attended the meeting to review the Survey results. He felt positive about the input gathered and the P&Z will continue to work on a plan for the city.

Pate lawsuit: AML attorney handled a lawsuit filed by John Pate in 2005 and recently it was closed for lack of activity. We have been notified that Mr. Pate wants it to remain open.


Police Department Statistics for 2009: There were over 500 stops made; about 30 tickets were issued for speeding; about 70 tickets for not having proof of insurance and several for no seat belts. Several theft reports were filed. The Council was very pleased with the positive impact the Chief Griffin has had in the city.


City Logo: Mayor Reeve said that he had some decals made for the city vehicle for a little over \$100. The best price he found is \$160 to digitize it so that it can be embroidered onto items. The price to have things imprinted would be \$5 plus

\$8.50 per dozen. (Shirts, hats, jackets etc. would be a separate charge). Council asked him to find out if the city would own the digitized logo so that it could be used by other vendors that the city might want to use and if it would be able to be silk screened.

Water Project Update: The Health Department has come back with about 50 items of concern and John Selig has responded to their concerns. Until the Health Department signs off, we cannot let bids. USDA will be ready to close as soon as we have accepted a bid(s) within the amount of our loan. It doesn't appear that we will be letting bid in January and it will be delayed until we have Health Department approval.

With all other business completed, the meeting concluded at 7:30 PM.


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal: