

**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
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
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

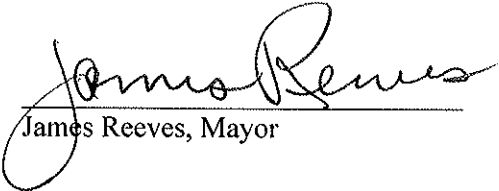
Council Meeting: Tuesday, February 15, 2011 at 6:30 PM


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:

JAN 18 2011

**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

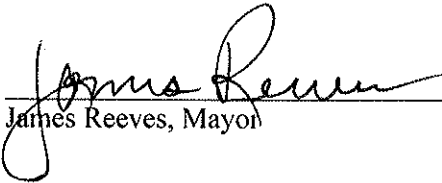
Skate Park Event: A skate-a-thon event is being planned for Saturday, March 19-More details to follow.

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
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

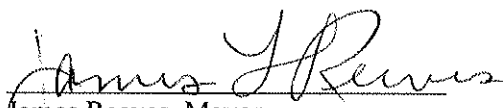
Skate Park Event: A skate-a-thon event for Saturday, March 19 has been cancelled –A meeting has been set for Thursday, March 24, 2011 at 6:30 to determine the future of this project.

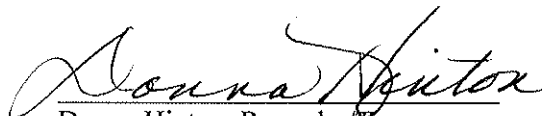
Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Paul Beavers seconded the motion and it carried unanimously.

The meeting adjourned at 7:05 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
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

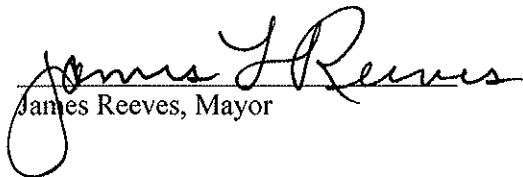
City Workshop: A meeting is scheduled for Tuesday, May 10, 2011 at 6:30 PM

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
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
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Annette Bland
David Miller

Ron Ragsdale
Vickie Raub

Christine Edwards
Kay Dunn

Frank Root

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.

JAM101710

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

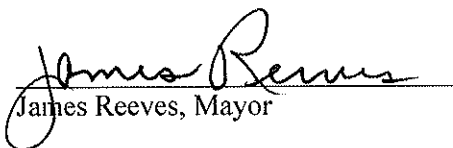
Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Nina Brewer seconded the motion and it carried unanimously.

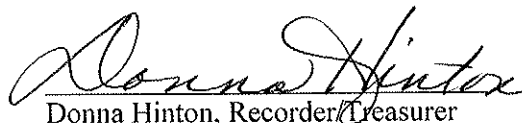
The meeting adjourned at 7:05 PM.

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:

MAILED
MAY 19 2011

**City of Norfolk
Regular Council Meeting
June 21, 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 (Absent)
Lisa Harrison

Ray Davis
Paul Beavers (Absent)

Guest

Annette Bland	Ron Ragsdale	Christine Edwards	David & Billie Kay Miller
Vickie Raub	Kay Dunn	T.A. Hearn	Susan & Ed Czaja
Leon Alexander	Ernie Hubbard	Rita Engle	Rod Engle
James A. Smith	Hernia White	Harold White	Mike Harrison

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

Meeting Notes:

Roll call was taken: Nina Brewer and Paul Beavers were absent. Four members of the Council were present to establish a quorum.

Consent of Agenda: No changes or additions

Approvals:

Minutes of the May 10, 2011 Workshop and May 17, 2011 Council Meeting: Ray Davis made a motion to approve all the minutes for May as written. The motion was seconded by Don Sappington and carried with 4 votes in favor and 0 votes against.

May Financial Report: A motion was made by Jimmy Mincey to approve the monthly financial report as written. The motion was seconded by Lisa Harrison and it carried with 4 votes in favor and 0 votes against.

Unfinished Business:

Ordinance to adjust rates for Water meter deposits, hookup fees and installation fees: Lisa Harrison made a motion to have the second reading of the ordinance by title only. Jimmy Mincey seconded the motion and it carried with 4 votes in favor and 0 votes against. The second of three readings of the Ordinance was given by title only.

Appeal of Rezoning Request: Don Sappington made a motion to uphold the Planning and Zoning Commission decision to deny Arkansas Properties, LLC rezoning request. The motion was seconded by Ray Davis and carried with 4 votes in favor and 0 votes against.

Paving parts of Blevins Street and Andy Lane: A bid from Madden Paving in the total amount for both roads of \$14,175.00 was presented which is within the amount budgeted for Road Work. Ray Davis made a motion to approve the paving of parts of Blevins Street and Andy Lane and accept the bid of \$14,175.00 from Madden Paving for that project. The motion was seconded by Don Sappington and carried with 4 votes in favor and 0 votes against. Don Sappington ask that a beveled edge be applied to all area paved and Ray Davis suggested that

the intersection area be wide enough to accommodate the turning of large trash trucks. Mayor Reeve said that both of those issues would be addressed with the contractor and included in the contract.

Sales of City Property: There were no objections to the sale of any property or equipment on the list provided. The Mayor asked that one of the 500 gallon tanks be retained to be modified into a water filled roller to be used by the city to repair areas that we dig up. Jimmy Mincey made a motion to approve the sale of all equipment and property listed with the exception of one 500 gallon tank to be used as described by the Mayor and that the best method of the sale be determined by our attorney. The motion was seconded by Lisa Harrison and carried with 4 votes in favor and 0 votes against. Mayor Reeves will consult with Ron Kincade and report back to the Council so a date can be set.

Inoperable Vehicle Ordinance: Mayor Reeves asked that this item would be place on the July Workshop agenda for discussion.

Meetings and Announcements:

Planning Commission: The P&Z meeting for June will be on Monday, June 27, 2011 at 5:30 PM at City Hall.

Pioneer Day: A meeting is scheduled for Tuesday, June 28, 2011 at 6:30 PM in the Community Center.

Council Workshop: A meeting is scheduled for Tuesday, July 12, 2011 at 6:30 PM at City Hall.

Council Meeting: A meeting is scheduled for Tuesday, July 19, 2011 at 6:30 PM at City Hall.

County Environmental Meeting is scheduled for Wednesday, June 29, 2011 at 5:30 PM on the 2nd Floor of the Baxter County Courthouse to discuss the possible future of a FEMA program in the County.

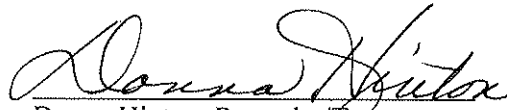
Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Ray Davis seconded the motion and it carried unanimously.

The meeting adjourned at 6:50 PM.

APPROVE:

ATTEST:

James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

Admission

**City of Norfolk
Regular Council Meeting
July 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

Nina Brewer

Ray Davis

Don Sappington

Lisa Harrison

Paul Beavers

Guest

Annette Bland

Rich Fischer

Ernie Hubbard

Janet Nelson

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

Approvals:

Minutes of the June 14, 2011 Workshop and June 21, 2011 Council Meeting: Don Sappington made a motion to approve all the minutes for May as written. The motion was seconded by Ray Davis and carried with 6 votes in favor and 0 votes against.

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

Unfinished Business:

Final Reading & Vote - Ordinance to adjust rates for Water meter deposits, hookup fees and installation fees: Ray Davis made a motion to have the second reading of the ordinance by title only. Lisa Harrison seconded the motion and it carried with 6 votes in favor and 0 votes against. The third of three readings of the Ordinance was given by title only.

Jimmy Mincey made a motion to approve the ordinance as read. Nina Brewer seconded the motion and it carried with 6 votes in favor and 0 votes opposed.

Sales of City Property: The date of Saturday, July 30, 2011 has been tentatively scheduled by the auctioneer and is confirmed with no objections from the Council.

Norfolk Village Lots: Mayor Reeves reported that Ben Strider has determined that the two lots in Norfolk Village are buildable if together. The auctioneer will sell them individually with the top bid having the option to select one of the lots or to select both lots each at the bid price. Ray Davis made a motion that the Council set a minimum bid of \$7000 per lot. Don Sappington seconded the motion and it carried with 6 votes in favor and 0 votes opposed.

Water Tower & Land: It has been recommended that the lot be sold with the water tower to avoid any liability to the City during the removal of the tower. There were no objections to this.

1975 Red Chevy Truck: Jimmy Mincey made a motion that the Council set a minimum bid of \$500 for the 1975 Chevy Truck. Paul Beavers seconded the motion and it carried with 6 votes in favor and 0 votes opposed.

Water Audit: Lisa Harrison made a motion to hire Berry and Associates to complete the more extensive audit as required due to having received federal funds. Don Sappington seconded the motion and it carried with 6 votes in favor and 0 votes opposed.

Non recurring Compensation: The Council considered a onetime non recurring compensation for all city employees but decided to defer any decision regarding that issue until after the public auction. The depending upon the amount of revenue generated, it may be funds that could be used for that purpose.

New Business: Mayor Reeves said that a recent citizen call regarding street maintenance reminded him of a recommendation to reseal all the old street to extend their life and to avoid costly repairs in the future. Madden Paving submitted a bid for that in the amount just less than \$15,000. He also received a complaint from a River Ridge citizen regarding the lack of street maintenance/repair in that area of town. He asked the council to consider these projects.

Meetings and Announcements:

Planning Commission: The P&Z meeting for July has been canceled. The next meeting will be held on Monday, August 29, 2011 at 6:30 PM at City Hall. Note time change.

Council Workshop: A meeting is scheduled for Tuesday, August 9, 2011 at 6:30 PM at City Hall.

Council Meeting: A meeting is scheduled for Tuesday, August 16, 2011 at 6:30 PM at City Hall.


Public Auction: Saturday, July 30, 2011 beginning at 10:00 AM at the old water tower.

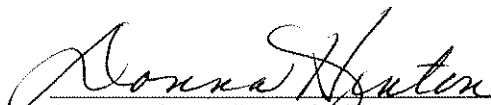
Adjournment: With no further business, Ray Davis made a motion to adjourn. Lisa Harrison seconded the motion and it carried unanimously.

The meeting adjourned at 7:00 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Regular Council Meeting
August 16, 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 (Absent)
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Annette Bland
Frankie Baker

Rich Fischer
Eddie Baker

Diane Simpson
Sue & Ken Prazak

Doug Simpson
Dave & Billie Kay Miller

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 Nina Brewer were present to establish a quorum.

Consent of Agenda: Mayor Reeves requested that the reading of a Proclamation and a letter to the NAYC be added. There were no objections.

Proclamation: As Eddie Baker had recently been named First Responder of the Year by the Arkansas Emergency Medical Technician Association, a proclamation recognizing Eddie Baker as an Outstanding Leader and Volunteer in the City was read and presented.

Letter to NAYC President: A letter to Hershel Miller, President of the Norfolk Area Youth Center inviting him to the next city Council workshop was read and signed by the Council and Mayor.

Approvals:

Minutes of the July 12, 2011 Workshop; July 19, 2011 Council Meeting and July 26 Special Council

Meeting: Lisa Harrison made a motion to approve all the minutes for July as written. The motion was seconded by Jimmy Mincey and carried with 5 votes in favor and 0 votes against.

July Financial Report: A motion was made by Ray Davis to approve the monthly financial report semiannual written. The motion was seconded by Lisa Harrison and it carried with 5 votes in favor and 0 votes against.

Unfinished Business:

Inoperable Vehicle Ordinance: The Ordinance was scheduled for the first reading but it was noted that a change discussed at the workshop had not been added, it was decided to table the first reading until the September meeting.

Personal Policy Ordinance: The first reading of the Ordinance was given.

2011 Budget Revision Resolution 2011-06: Following the reading, Ray Davis made a motion that the revised budget which includes funds for the purchase of a truck and a non-reoccurring compensation payment be approved as presented. Jimmy Mincey seconded the motion and it carried with 5 votes in favor and 0 votes opposed.

Resolution 2011-07 to Purchase a Utility Truck: Following the reading, Lisa Harrison made a motion to approve the resolution authorizing the Mayor to proceed with the purchase of a 2004 Chevrolet 1 Ton 4X4 truck for \$13,995 plus tax. Jimmy Mincey seconded the motion and it carried with 5 votes in favor and 0 votes opposed.

Weed Issue in River Ridge on Old Farm Place: After a brief discussion, it was mutually agreed that the City would spray the weeds in roads/streets as requested.

Resolution 2011-08 Non Reoccurring Compensation for employees: Five options were listed on the Resolution as read. Jimmy Mincey made a motion to approve the resolution as read with the option of a one-time non reoccurring payment equal to one normal work week. Don Sappington seconded the motion and it carried with 5 votes in favor and 0 votes opposed.

Sales tax on the General Election Ballot: Mayor Reeves reported that he had been advised by our attorney that it would not be legal for the city to collect/distribute tax to organization/programs such as the summer baseball league as Don Sappington had proposed. The City can only collect/distribute tax for city related business, property, and contracted services. The proposal is dead due to not being legal.

Resolution 2011-09 to request Sidewalks, Curbs and Lighting in the Hwy 5 bridge project: The resolution was read. Ray Davis made a motion to approve the resolution as read. Lisa Harrison seconded the motion and it carried with 5 votes in favor and 0 votes opposed.

Meetings and Announcements:

Planning Commission: The next meeting will be held on Monday, August 29, 2011 at 6:30 PM at City Hall. Note time change.

Council Workshop: A meeting is scheduled for Tuesday, September 13, 2011 at 6:30 PM at City Hall.

Council Meeting: A meeting is scheduled for Tuesday, September 20, 2011 at 6:30 PM at City Hall.


Highway 5 Heavenly Highway Garage Sale: September 9 – 11 along Hwy 5 for 125 miles.

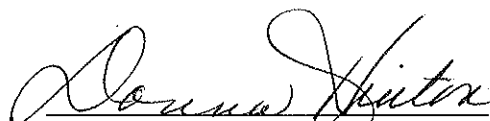
Adjournment: With no further business, Ray Davis made a motion to adjourn. Paul Beavers seconded the motion and it carried unanimously.

The meeting adjourned at 7:25 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Regular Council Meeting
September 20, 2011**

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

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton (absent)

Council

Jimmy Mincey

Don Sappington

Nina Brewer

Lisa Harrison

Ray Davis

Paul Beavers

Guest

Leon Alexander

Jerry Parnell

Meeting Notes:

Roll call was taken: All council members were present. Recorder/Treasurer Donna Hinton was away attending a Clerk's Training Session.

Council Comments: Ray Davis told council that he had been approached by the owner of the Gun Shop for permission to put in an indoor shooting range behind the Gun Shop. Council agreed to put this on the agenda for discuss at the next workshop.

Consent of Agenda: No changes or additions.

Approvals:

Minutes of the August 9, 2011 Workshop and August 16, 2011 Council Meeting: Jimmy Mincey 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 report as written. The motion was seconded by Jimmy Mincey and it carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Ordinance to revise the Inoperable Vehicle Ordinance: The first reading was made by Mayor Jim Reeves.

Ordinance to revise the City's Personnel Handbook: A motion was made by Ray Davis to have the second reading by title only. His motion was seconded by Jimmy Mincey and it carried with 6 votes in favor and 0 votes against. The second reading was made by title only.

New Business:

Resolution to set the 2012 millage rate: The resolution was read; followed by a vote to approve by Jimmy Mincey and seconded by Lisa Harrison. The motion passed with 6 votes in favor and 0 votes against.

Resolution to sell a 1999 GMC pickup truck by sealed bids to be opened at the October 18th Council

Meeting: The resolution was read; followed by a vote to approve by Ray Davis and seconded by Paul Beavers. The motion passed with 6 votes in favor and 0 votes against.

Meetings and Announcements:

Planning Commission: The P&Z meeting for September has been cancelled. The next date will be set at a later date.

Council Workshop: A meeting is scheduled for Tuesday, October 11, 2011 at 6:30 PM at City Hall.

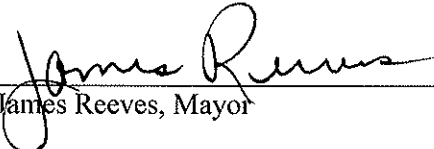
Council Meeting: A meeting is scheduled for Tuesday, October 18, 2011 at 6:30 PM at City Hall.

Adjournment: With no further business, Jimmy Mincey made a motion to adjourn. Ray Davis 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
Regular Council Meeting
October 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
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Leon Alexander
Jerry Parnell

Ernie Hubbard
Lane Eggers

Rich Fischer

Annette Bland

Meeting Notes:

Roll call was taken: All council members were present.

Council Comments:

Consent of Agenda: No changes or additions.

Approvals:

Minutes of the September 13, 2011 Workshop and September 20, 2011 Council Meeting: Don Sappington made a motion to approve all the minutes for September as written. The motion was seconded by Ray Davis and carried with 6 votes in favor and 0 votes against.

September Financial Report and 2011 Third Quarter Report: A motion was made by Jimmy Mincey to approve the monthly and quarterly financial reports as written. The motion was seconded by Lisa Harrison and it carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Ordinance to revise the Inoperable Vehicle Ordinance: A motion was made by Ray Davis to have the second reading by title only. His motion was seconded by Jimmy Mincey and it carried with 6 votes in favor and 0 votes against. The second reading was made by title only.

Ordinance to revise the City's Personnel Handbook: Mayor Reeves presented 2 versions of the changes that were made to the original revision. Ray Davis made a motion to approve version 2. Nina Brewer seconded the motion and it carried with 5 votes in favor and Don Sappington abstaining. The first reading was given.

Opening of Sealed Bids for 1999 GMC pickup truck: Eight sealed bids were opened with a low of \$400 to the highest bid of \$2275 which was submitted by Everett Parnell and accepted by the Council. He will be notified and will receive the title upon payment.

2011 Budget: Revised budget information including the possible purchase of a replacement vehicle was provided. No action was taken at this time.

New Business:

Chief Griffin is returning from Medical Leave: Mayor Reeves informed the Council that Chief Griffin has resumed his duties at a reduced level following his recent surgery. He will submit a time sheet to Mayor Reeves for time worked but does not expect to work the full 25 hours per week as previously scheduled but will continue to work as he feels able. He will schedule his time to the most critical days and times for maximum effectiveness and to maintain the highest level of visibility as possible. The Council had no objections to the reduced schedule.

Meetings and Announcements:

Complaint of fire arms being discharged in a populated area: Jim Smith from River Ridge Inn reported that a neighbor has been firing a gun late in the evening and early in the morning near his resort resulting in a disturbance to the comfort of his guests. Chief Griffin spoke to the neighbor and observed that the target area would not endanger other people.

AR Municipal League Winter Meeting Registrations are due to the Recorder Treasurer as soon as possible.

Planning Commission: The P&Z meeting is scheduled for October 24, 2011 at 6:30 PM date. A speaker from Rural Community Alliance will speak.

Council Workshop: A meeting is scheduled for Tuesday, November 8, 2011 at 6:30 PM at City Hall.

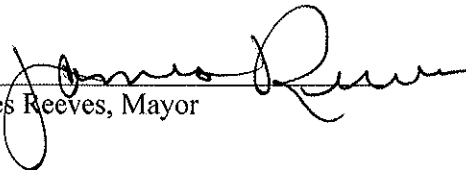
Council Meeting: A meeting is scheduled for Tuesday, November 15, 2011 at 6:30 PM at City Hall.

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 7:10 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Regular Council Meeting
November 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

There were no members of the public in attendance.

Meeting Notes:

Roll call was taken: All council members were present.

Consent of Agenda: No changes or additions.

Approvals:

Minutes of the October 11, 2011 Workshop and October 18, 2011 Council Meeting: Jimmy Mincey made a motion to approve all the minutes for October as written. The motion was seconded by Lisa Harrison and carried with 6 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 Ray Davis and it carried with 6 votes in favor and 0 votes against.

Unfinished Business:

Ordinance 2011-04 to Regulate Inoperable Vehicles: A motion was made by Lisa Harrison to have the third/final reading by title only. The motion was seconded by Paul Beavers and it carried with 6 votes in favor and 0 votes against. The third reading was made by title only. Ray Davis made a motion to approve the ordinance as read. The motion was seconded by Nina Brewer and it carried with 6 votes in favor and 0 votes against.

Ordinance to revise/update the City's Personnel Handbook: A motion was made by Jimmy Mincey to have the second reading by title only. The motion was seconded by Lisa Harrison and it carried with 6 votes in favor and 0 votes against. The second reading was made by title only.

Approve appointment of Flood Plain Administrator: Mayor Reeves presented a letter appointing Ray Davis as the Flood Plain Administrator. Nina Brewer made a motion to approve the appointment as requested. Lisa Harrison seconded the motion and it carried with 5 votes in favor with Ray Davis abstaining.

Purchase of Police Equipment: Paul Beavers made a motion to purchase the police equipment and software rather than the monthly lease option. Don Sappington seconded the motion and it carried with 6 votes in favor and 0 votes against.

Building Permit fee increase in Flood Plain area: The Council agreed that an Ordinance to double the rates in the Flood Plain area would be appropriate in light of the additional regulations, inspections and paper work required. An Ordinance or amendment will be presented for the Council's approval.

Employee Compensation for 2012: Information was provided for several options and the financial impact they would have on the City. After some discussion, Jimmy Mincey made a motion to approve an increase of \$.50 per hour for all hourly employees. Don Sappington seconded the motion and it carried with 6 votes in favor and 0 votes against.

Resolution 2012-01 – Setting 2012 Budget: Revised budget information was provided excluding \$16,000 for a replacement vehicle. A Resolution was read to appropriate funds for the 2012 Budget as provided in the attached information. Jimmy Mincey made a motion to approve the 2012 budget as presented. Nina Brewer seconded the motion and it carried with 6 votes in favor and 0 votes against.

Resolution 2011-12: A resolution to appropriate \$16K in the 2011 General fund budget and authorize the Mayor to purchase a 4WD SUV vehicle, 2004 or newer to replace the Crown Vic. Nina Brewer made a motion to approve resolution as read. Jimmy Mincey seconded the motion and it carried with 6 votes in favor and 0 votes against.

New Business:

December Council Meetings: Mayor Reeves noted that the Council meeting for December is scheduled for the 20th and holiday plans in mind, the Council might consider combining the Workshop and Council meeting into one on the Workshop date of December 13th. Nina Brewer made a motion to combine both meetings into one for December and hold it on December 13 at 6:30 PM. Jimmy Mincey seconded the motion and it carried with 6 votes in favor and 0 votes against.

Meetings and Announcements:

Youth Center Report: Don Sappington stated that the recent Chinese auction held by the Youth center raised \$585; and plans are being made for Breakfast with Santa to be held on Saturday 12/17 in the Community Center.


Council Workshop/Council Meeting: A combined December Workshop/Council meeting will be held on Tuesday, December 13, 2011 at 6:30 PM at City Hall.

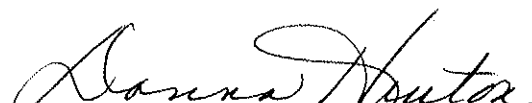
Adjournment: With no further business, Paul Beavers made a motion to adjourn. Nina Brewer seconded the motion and it carried unanimously.

The meeting adjourned at 7:25 PM.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

**City of Norfolk
Workshop & Regular Council Meeting
December 13, 2011**

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

Mayor
Jim Reeves

Recorder/Treasurer
Donna Hinton

Council

Jimmy Mincey (absent)
Don Sappington

Nina Brewer
Lisa Harrison

Ray Davis
Paul Beavers

Guest

Joan Carlsen

David Miller

Annette Bland

Meeting Notes:

Roll call was taken: Five council members were present for a quorum; Jimmy Mincey was absent

Consent of Agenda: No changes or additions.

Approvals:

Minutes of the November 8, 2011 Workshop and November 15, 2011 Council Meeting: Nina Brewer made a motion to approve all the minutes for November as written. The motion was seconded by Lisa Harrison and carried with 5 votes in favor and 0 votes against.

November 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 it carried with 5 votes in favor and 0 votes against.

Unfinished Business:

Ordinance to revise/update the City's Personnel Handbook: A motion was made by Lisa Harrison to have the third/final reading by title only. The motion was seconded by Nina Brewer and it carried with 5 votes in favor and 0 votes against. The third reading was made 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 5 votes in favor and 0 votes against.

New Business:

Resolution to Sell 1997 CV: The City has purchased a 2005 Tahoe which is currently being outfitted with police equipment from the Crown Victoria. The city doesn't need the Crown Vic and a resolution was read to proceed to sell it to the highest sealed bid submitted and to be opened on January 17, 2012 at the beginning of the regular Council meeting. Ray Davis made a motion to approve the resolution as read. The motion was seconded by Nina Brewer and it carried with 5 votes in favor and 0 votes against.

Ordinance to set the Mayor's Compensation for 2012: An Ordinance setting the Mayor's compensation for the year beginning January 1, 2012 was read without an amount. A motion was made by Don Sappington to set the Mayor's salary at \$1500 per month (\$240 above the current salary of \$1260). When there was no second to that motion, Don Sappington withdrew his motion. After some discussion, Paul Beavers made a motion to set the

Mayor's salary at \$1660 per month (an increase of \$400). The motion was seconded by Nina Brewer and failed with 0 votes in favor and 5 votes against. Nina Brewer made a motion to set the Mayor's salary at \$1500 per month (\$240 above the current salary of \$1260). The motion was seconded by Don Sappington and carried with 5 votes in favor and 0 votes opposed.

Norfolk Area Youth Center Contract for 2012: The City contract with Norfolk Area Youth Center is up for renewal. Ray Davis made a motion that the amount of the contract remains the same at \$800 per month for the period of January 1 thru December 31, 2012. Don Sappington seconded the motion and it carried with 5 votes in favor and 0 votes against. A contract will be signed by the Mayor and the President of the NAYC.

Ordinance to increase in Building Permit Fees in the Flood Plain area: The first reading of an Ordinance to double the building permit fees in the Flood Plain area and stating fees for non flood area building permits and other fees was read.

Ron Ragsdale has resigned his position as Chairman of the Planning and Zoning Commission according to his meeting with Mayor Reeves. It will up to the remaining members of the P&Z to select a new chairman and request a new appointment if they feel it is necessary to replace him. P&Z members present were David Miller and Ray Davis

Meetings and Announcements:

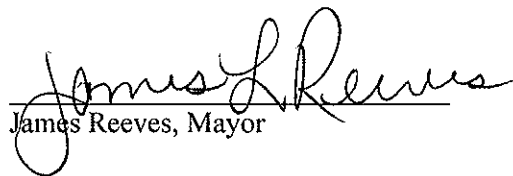
- Financial Statement Forms reflecting 2011 and to be filed at the R/T office by January 31, 2012 have been distributed to each member of the Council.
- A 2012 Meeting schedule has been provided for Council review prior to publication.
- No action has been taken regarding the participation in the Rural Community Alliance Program that was presented at the November workshop.
- Room reservations and registration information for the AML Conference on January 11-13, 2012 will be put in Council folders.

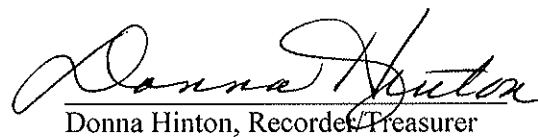
Adjournment: With no further business, Lisa Harrison made a motion to adjourn. Nina Brewer seconded the motion and it carried unanimously.

The meeting adjourned at 7:30 PM. Holiday greetings were exchanged.

APPROVE:

ATTEST:


James Reeves, Mayor


Donna Hinton, Recorder/Treasurer

Seal:

12-13-2011