

Norfolk City Equipment Meeting

Tuesday, April 14, 2009 at 1:00 PM

Mayor Reeves asked that the Council meet to review the inventory of equipment and prioritize them replacement, upgrade or initial purchase over the next several years. The group worked from a list of equipment and desired equipment prepared by Cory.

Council members present were Camille Voelz, Lisa Harrison, Ray Davis, Paul Beavers and Nina Brewer. Also present were Mayor Reeves and City employees, Cory McFall and Derak Woody. Donna Hinton recorded the plan.

Citizen present was Ron Ragsdale.

Accounting/Audit Requirements

Mayor Reeves and Recorder/Treasurer, Donna Hinton discussed the benefit and impact of being able to plan for the expenditures rather than making on the spot purchases. Items also need to be prorated between department or owned by one department (listed on that department inventory for audit purposes) so it is important that expenditures are scheduled as much as possible. The purchase of high dollar items can be more easily accomplished if planned for whether the City pays cash or takes a loan. Water, Street and Sewer funds can not be used outside of their respective accounts; only General funds are usable for any purpose.

Sell unused items:

Several items that were no longer in use and could be sold by bid were listed. It was the consensus of those present that the items listed and any equipment that was not in use should be sold "as is" by bid and the resulting funds used to purchase needed items or held in reserve for future equipment needs. Items currently identified are old lawn mower; ATV/pull behind mower; Onan generator (not dependable); pavement roller.

New items requested:

Several items were listed that are not currently in the City inventory that would be helpful to have. Some are to replace old tools that are no longer fully functional and some are items that we don't have but that we borrow on a regular basis from other water systems. Many of these items are small dollar items and it was suggested that they be acquired as needed as long as funds are available. The metal detector (est. cost of \$600-\$700) and the line locator (est. cost of \$600-\$700) are essential and should be budgeted in ASAP.

Age and need to replace existing items as scheduled in the following order:

2010-Water/Street Department - 1975 1 Ton Flat Bed (dump) Truck –not used daily but important when needed. Could be replaced with a similar used vehicle for a bout \$10 K

2011-Water/Sewer/Street Department – 1999 S15 GMC Pickup (4x4) Replacement cost estimated to be about \$20K

2015-Water/Sewer/Street Department – 2006 K15 Chevrolet Pick up (4x4)

All Council members present and City workers agreed that this would be the priority schedule for the purchase and replacement of tools and equipment over the next several years. Normal maintenance and upkeep would be done in other areas as needed.

1997 Police Car Ford Crown Victoria – Mayor is currently driving it. Not suitable for actual patrol car and no real sale value so continue to use for city car. Not essential but desirable to have a city car.

2008 Police Car Dodge Charger – Should be good for several more years-reevaluate at a later time.

Large Equipment:

2003 Back hoe – Purchased used in 2006. Condition Good

1997 Taft Massey Ferguson Tractor – Used for bush hogging and finish work on smaller jobs

2006 Kohler Zero Turn Mower – Purchased new in 2007 will probably need to be replaced in 2011

2003 ATV – will need to be replaced in 2013

2006 Bush Hog will need to be replaced in 2026

Angle Blade-is in very poor condition and should be replaced ASAP (est. cost-\$1500). Try to schedule it for 2009.

The R/T will try to schedule quarterly deposits to an equipment fund for each department in anticipation of the scheduled purchases.

Approved:

Attest:

James L. Reeves, Mayor

Donna Hinton, Recorder/Treasurer

Norfolk City Street Planning Meeting

Tuesday, April 7, 2009 at 1:00 PM

Mayor Reeve asked that the Council meet to review the streets and prioritize them for work of the next several years. The group worked from a list of all the streets inside the city, the type of road; and the current surface. He was unable to attend this meeting.

Council members present were Camille Voelz, Lisa Harrison, Ray Davis, Paul Beavers and Nina Brewer. Also present were City employees, Cory McFall and Derak Woody. Donna Hinton recorded the plan.

Citizens present were Susan and Edwin Czaja, Vickie Raub, Manfred Henzler, Harold White and David Miller.

Members of the public spoke regarding their desire to see their roads included in the plan. Most of the roads that were identified were the gravel areas in the River Ridge subdivision.

After discussing the comments and the information available the agreement to address the streets as the funds would allow in the following order over the next several years. Completion of this plan would result in most city street being hard surfaced with asphalt. The time frame for each of the following will be based on the cost and funds available.

1. Andy Lane
2. Old Farm Trail
3. Panhandle Court
4. Old Farm Place (including revisiting the intersection at River Ridge Road and Old Farm Place.)
5. River Ridge Road
6. Fisherman

All Council members present and City workers agreed that this would be the priority schedule for the major street work over the next several years. Normal maintenance and upkeep would be done in other areas as needed.

For the record, Morrison Street was discussed but it was previously understood that land owners on that street do not want their road improved. If that changes, it will be address after this list has been completed.

Approved:

Attest:

James L. Reeves, Mayor

Donna Hinton,Recorder/Treasurer

City of Norfolk
Public Hearing for Annexation
May 12, 2009 – 10 AM
Norfolk City Hall

A public hearing was held at Norfolk City Hall on Tuesday, May 12, 2009 at 10 AM.

City Officials present for the hearing were: Mayor James Reeves, Donna Hinton, Recorder/Treasurer; City Attorney, Ron Kincade; Councilmen Jimmy Mincey, Lisa Harrison, Nina Brewer, Paul Beavers, Ray Davis, and Camille Voelz.

Citizens present were: Bobby Brewer, Ernie Hubbard, Larry Rickoffs, Ann & Lamar Hodges, Rod & Nives Northern, Leon Alexander, David K. Miller, Mike Hinton, John Stringfellow, Cynthia Wininger, Byron Barney Wininger, Jim D Ryzsond, LW Hodges, James Reynolds, O.C. Simpson, Herman & Betty King, Jamie Stringfellow and Frank Wallis and Debbie Staunch.

There may be others that did not register or names were illegible.

Mayor Reeves opened the meeting by stating that the annexation of properties in the Stone Creek area and the Riverside Acres is the reason for the hearing.

Mayor Reeves requested to hear from anyone of the public in attendance opposed to the annexation of the subject properties. No one spoke.

Mayor Reeves then asked if anyone of the public wished to speak in favor of the annexation. Ann Hodges of Stone Creek spoke in favor.

Mayor Reeves asked if any Councilman wished to speak against the matter. Camille Voelz stated opposition to the Stone Creek area.

Mayor Reeves asked if any Councilman wished to speak in favor of the matter. Jimmy Mincey stated that he supports the annexation.

With all side having had the opportunity to speak, Mayor Reeves ended the public hearing stating that immediately following the hearing, the City Council will have a special meeting to vote on the issue.

The hearing ended.

APPROVED:

ATTEST:

James L Reeves, Mayor

Donna Hinton, Recorder/Treasurer

SEAL

**SPECIAL COUNCIL MEETING
NORFORK CITY COUNCIL
ANNEXATION ORDINANCE
May 12, 2009 – 10:15 AM
Norfolk City Hall**

Immediately following a public hearing, Mayor Reeves called the Special Council meeting to order with a moment of silence and the pledge of allegiance.

Officials present: James Reeves, Mayor; Donna Hinton, Recorder/Treasurer; Ron Kincade, City Attorney.

Council present: All members of the Council were present to constitute a quorum.
Jimmy Mincey; Lisa Harrison; Nina Brewer; Paul Beavers; Ray Davis; Camille Voelz.

Members of the public present were: Bobby Brewer, Ernie Hubbard, Larry Rickoffs, Ann & Lamar Hodges, Rod & Nives Northern, Leon Alexander, David K. Miller, Mike Hinton, John Stringfellow, Cynthia Winger, Byron Barney Winger, Jim D Ryzsond, LW Hodges, James Reynolds, O.C. Simpson, Herman & Betty King, Jamie Stringfellow and Frank Wallis and Debbie Stauch.

There may be others that did not register or names were illegible.

Mayor Reeves asked that the Ordinance be read. Ray Davis made a motion that the Council waives the reading of the legal description. Camille Voelz seconded the motion and it carried unanimously. The first reading of the Ordinance was given.

Nina Brewer made a motion to declare an emergency and have a second reading by title only. The motion was seconded by Jimmy Mincey and carried unanimously. The second reading was given by title only.

Jimmy Mincey made a motion to have a third reading by title only. Lisa Harrison seconded the motion and it carried unanimously. The third reading was given by title only.

The Mayor asked for discussion. Nina Brewer stated that approval of the annexation would be a positive thing for Norfolk today and in the future.

Jimmy Mincey made a motion to approve the Ordinance to annex the subject properties and Lisa Harrison seconded the motion. Voting nay were Camille Voelz and Paul Beavers; voting yea were Jimmy Mincey, Ray Davis, Lisa Harrison and Nina Brewer. The Ordinance passed and will be known as Ordinance 2009-04 and shall be recorded with the Baxter County Clerk of Court.

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

APPROVE:

ATTEST:

James L Reeves, Mayor

Donna Hinton, Recorder/Treasurer

Norfolk City Planning Commission Meeting

May 26, 2009 at 5:30 PM in the City Council Meeting room

Chairman Ron Ragsdale called the meeting to order and recognized 6 members present constitute a quorum. Members present were David Miller, Ron Ragsdale, Michael Hinton, Vickie Raub, Ray Davis and Joan Carlsen. Member absent was Mike Logan. Also attending were Roger Gilley, Jim Reeves and Donna Hinton and others.

Agenda: 1) Roger Gilley, Consolidated Land Services presenting a preliminary lot split proposal.
2) Possible lot split – Norfolk River Resort (may wait until June meeting)
3) Sign Ordinance – Council approved PC to prepare a preliminary ordinance.
4) Future vision – Council approved PC to develop a preliminary guide for future development of Norfolk.

Minutes from the April 27, 2009 meeting had been distributed. Michael Hinton made a motion to approve the minutes as they were written, seconded by Joan Carlson. The minutes were approved with a vote of 6/0.

1) Proposed Lot Split: Roger Gilley presented a preliminary plan to divide the old Austin property located on the bluff above the Norfolk River and at the end of a private road known as Keele Lane. The new land owner, Tommy Craft is proposing that the large lot be divided into three tracts of about ½ acre each, the smallest being .4 Acres; he would demolish the existing residence and build a new home on one lot, and sell or develop the other two. The larger one may accommodate a duplex. Cory McFall, Water/Sewer Superintendent verified that water and sewer are available but may need to be upgraded to accommodate 3-4 residents in place of the previous one. Mr. Craft finance upgrading the private road with hard surface and drainage; retain ownership and require maintenance responsibilities to the land owner with covenants thus preventing it from becoming City liability. Mr. Craft would also pay expense for Water and Sewer upgrades needed to serve the properties. Fire Chief Frankie Baker said that the proposal would not impact the ISO rating as there is a fire hydrant within the required distance (between the bank and apartments) that could be used to fill a water truck in the event of a fire. Only buildings over 35 feet in height would require a ladder truck. Ray Davis expressed concern about the lead in area of Keele Lane and Mr. Gilley assured the Commission that it would be included in the maintenance covenants for that road. Mayor Reeves stated that a very positive point is that a building that needs to be torn down would be replaced with a usable structure; Mike Hinton and Dave Miller agreed.

David Miller made a motion to approve the preliminary lot split proposal with the condition that the road known as Keele Lane be private and maintained by land owners via covenant stating that there would be no involvement of the City and approve Mr. Gilley, Consolidated Land Services to proceed to plat, survey and plan the development with the lot split as proposed. Vickie Raub seconded the motion and it carried unanimously. Roger Gilley will present a final plat to the PC for approval.

2) Norfolk River Resort lot split: Mr. McCumber has contacted the PC to consider a proposal for a lot split of the resort property for the purpose of converting the cabins into condo/time shares. He is working with an architect and will present a preliminary plan next month or in the near future. No action taken or required at this time.

3) Sign Ordinance: The Council agreed that the city should have some regulations in place to address signs approved the PC to prepare a guideline for their consideration. The sample ordinance from Paragould seemed to be the one preferred. Each member will review and make notes to modify that sample prior to next meeting when they will discuss those suggestions.

4) A Vision for Norfolk: The City Council agreed that it is important to have a basic guideline for the future and encouraged the PC to begin that process. The PC shall begin the process collecting public input and documenting the community vision for the future of Norfolk; document those ideas and a method for accomplishing it. It would become a tool to help guide the Council and the PC on future decision and continually review that direction for changes and progress. It would be a continual process of public meetings to address unforeseen changes; keep the process very transparent and frequently reviewed by Council. Without a beginning, the PC has no basis to offer recommendations of development and future growth.

New Business: Ray Davis has found two sections of the City Code dealing with mobile homes and manufactured homes that seem to be addressing the same issues in a conflicting way. In the Zoning section, 14-20-02 it refers to them as manufactured homes and in Building and Construction section 11-21-10 it refers to mobile homes on the same subject. He will review both areas and propose revisions that would coordinate and clarify. The definitions of mobile and manufactured seem to have become unclear over time. This will be placed on the agenda for the June meeting.

The next meeting of the Planning Commission is scheduled for Monday, June 29 at 5:30 PM.

With no further business, David Miller made a motion to adjourn. Ray Davis seconded the motion and it carried unanimously. The meeting adjourned at 6:35 PM.

Approved: Ron Ragsdale, Chairman