

**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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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

Nina Brewer (absent)

Ray Davis

Camille Voelz

Lisa Harrison

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.

**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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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, May24, 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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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.

**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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers (Absent)

**Guest**

Don Sappington

Rich Fischer

Russ & Rosa Webb

Ernie Hubbard

Doris Daniel

Leon Alexander

E. Foss

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.

**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:

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James Reeves, Mayor

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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

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

**Guest**

Don Sappington

Rich Fischer

Ernie Hubbard

Johnnie Sepulvado

Doris Daniel

Leon Alexander

Bobby Brewer

Harold and Hensley White

Tommy Hearn

Vickie Raub

James A. Smith

Dave and Billie Kay Miller

Kay Dunn

Wayne Bodenhamer

Marilyn Loveless

Bruce Loveless

Charles Duvall

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:

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James Reeves, Mayor

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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

Nina Brewer

Ray Davis

Camille Voelz

Lisa Harrison

Paul Beavers

**Guest**

Don Sappington

Rich Fischer

Ernie Hubbard

Bonnie Sappington

Leon Alexander

Tommy Hearn

Vickie Raub

Mike Womack

Dave and Billie Kay Miller

Janet Nelson

Susan & Ed Czaja

Rod & Rita Engle

Harold White

John Ingleheart

Judy Boston

Gloria Becker

Bill Ackerman

Joan Carlsen

David K. Miller

Jim Bailey

Wayne & Loretta Bodenhamer

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  
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:

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James Reeves, Mayor

\_\_\_\_\_  
Donna Hinton, Recorder/Treasurer

Seal:

**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:

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

Seal:

**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

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Donna Hinton, Recorder/Treasurer

Seal: