

**City of Norfolk**  
**Regular Council Meeting**  
**January 17, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell

Warren Gragg

James Smith

Don Sappington

Maricia Kelley

Guests

Coetia Batarseh

Ken Watson

David Miller

Jerry Greer

Chandra Huston

Minutes

Roll call was taken: All members were present, one position is vacant.

A moment of silence was followed by the Pledge of Allegiance.

**Suspend Meeting for Executive Session:** A motion to suspend the meeting for an Executive Session to discuss the appointment of a council person to fill Alderman Position 1/Ward 2 was made by Warren Gragg. The motion was seconded by Don Sappington and carried unanimously. The meeting was suspended.

**Resume Meeting:** Council returned to the meeting room and Warren Gragg made a motion to resume the meeting. Don Sappington seconded the motion and it carried unanimously.

**Motion to appoint David Miller to fill the vacancy on the Council:** Jim Smith made a motion to appoint David Miller to the City Council as Alderman Position 1/Ward 2 for the duration of the term. Don Sappington seconded the motion and it carried unanimously. Justice of the Peace, Josh Davis was unable to attend to do the swearing in so David Miller will be sworn in at the next available opportunity.

**Minutes of the December 20, 2005, Regular Council Meeting:** A motion to approve the minutes as written was made by Warren Gragg; seconded by Maricia Kelley and carried unanimously.

**December 2005 Financial Report:** A motion was made by Warren Gragg to approve/accept the financial report as presented. It was seconded by Don Sappington and carried unanimously.

**Committee Assignments for 2006:** Mayor Reeves appointed Council members to committees for 2006 and suggested that committee meetings be scheduled following each Council Workshop meeting. Committees were as follows: City Park and Recreation: Dean Parnell, Chairman and Maricia Kelley; Water Committee: Warren Gragg, Chairman and Jim Smith; Streets: Don Sappington, Chairman and other position to be named later; Planning Commission: Jim Smith, Chairman and David Miller. A discussion of which committee needed to meet following the February Workshop led to some questions regarding the delayed Water Project and what the Council might do to get the project moving forward. Jim Smith made a motion to schedule a Water Committee meeting following the Workshop on February 14, 2006 to discuss what options they may have. Don Sappington seconded the motion and it carried unanimously. It was noted that if the Workshop were to run late, it may be rescheduled.

**Ordinance regarding excavations and perk holes that are left open:** A citizen made request to Don Sappington for consideration of such an ordinance. Upon investigation of how other cities dealt with this issue, what the AML recommended and consulting with our own city attorney, no one had this type of ordinance. It was stated that the liability would be on the land owner and it would be trespassing for anyone other than the land owner to be on the property thus making the need for such an ordinance questionable. No ordinance was presented at this time.

**New Business License:** Application has been made requesting a Business License by Misty Payne to locate a beauty shop at 13857 Hwy. 5 South to be named the Norfolk Family Hair Care. Warren Gragg made a motion to approve the request for the Business License. Dean Parnell seconded the motion and it carried unanimously.

**Renewal of Business Licenses to 2006:** Sixteen other Businesses are in the process of being renewed. Warren Gragg made a motion to approve renewal of these business licenses. It was noted that payment has not been received from all businesses as of this meeting. Warren Gragg withdrew his motion pending receipt of all payments and the renewal requests would be rescheduled for the next Council meeting.

**Adjournment:** Maricia Kelley made a motion to adjourn, seconded by Dean Parnell. It was passed unanimously.

Meeting adjourned at 7:10 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk**  
**Regular Council Meeting**  
**February 21, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell

Warren Gragg

James Smith

Dave Miller

Don Sappington

Maricia Kelley

Guests

Chandra Huston

Debby Stanuch

Minutes

Roll call was taken: All members were present.

A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the January 17, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Maricia Kelley; seconded by Don Sappington and carried unanimously.

**January 2006 Financial Report:** A motion was made by Don Sappington to approve/accept the financial report as presented. It was seconded by Dean Parnell and carried unanimously.

**Ordinance 2006-02 Final Budget Ordinance for 2005:** Ordinance 2006-02 allocating additional funds to the 2005 Budget to balance expenditures that exceeded the budget amounts was read. Don Sappington made a motion to approve the ordinance as read to allocate the additional funds to the line items listed. Dean Parnell seconded the motion. Warren Gragg made comment that the Budgets need to be monitored and followed more closely to prevent overspending ourselves into trouble. Don Sappington agreed and it was suggested that the Council compare the expenses to the budgeted amounts at the June or July Workshop so that they may address balancing issues before year end. Following the discussion, the motion carried unanimously.

**New of Business Licenses Application:** A business license application for a massage therapy business to be located in the same building as The Mother Earth has been made. They have been operating under The Mother Earth shop. Warren Gragg mad a motion to approve the application. Maricia Kelley seconded the motion and it carried unanimously.

**Renew Business License Application for existing businesses:** Seventeen Businesses have applied and paid for 2006 Business License. Warren Gragg made a motion to approve these business licenses. Don Sappington seconded the motion and it carried unanimously. The license will be issued and distributed immediately.

**Other new Business:** Jim Smith told the Council that the Planning Commission approved a Building Permit application from Steve McCumber for a 20 unit motel. He requested that the City Council address the need for a Building Inspector for this and similar projects of a larger nature that are to be used by the public. The Mayor and the Council members should check around for what other small communities are doing and for names of possible candidates to meet this need.

**Adjournment:** Maricia Kelley made a motion to adjourn, seconded by Dave Miller. It was passed unanimously.

Meeting adjourned at 7:10 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk**  
**Regular Council Meeting**  
**March 21, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell

Warren Gragg

James Smith

Dave Miller

Don Sappington

Maricia Kelley

Guests

Chandra Huston

Minutes

Roll call was taken: All members were present.

A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the February 21, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Don Sappington; seconded by Dean Parnell and carried unanimously.

**February 2006 Financial Report:** A motion was made by Warren Gragg to approve/accept the financial report as presented. It was seconded by Don Sappington and carried unanimously.

Perk Hole Ordinance: Ordinance 2006-03 was read. Items to be filled in regarding the depth of holes to be covered lead to discussion about the vagueness of the ordinance. Concern was voiced that it may be construed to address ponds, fence post hole and/or holes dug for tree plantings which was not the intent. Since the ordinance was specifically requested to address several perk holes on properties the Porterfield Estates which may all be own by the same person, the council requested that a letter be sent to that property owner requesting that the holes on his property be filled to eliminate a potential safety hazard. If this does not remedy the situation, the council may revisit an ordinance to specifically address perk holes at some time in the future

**Other new Business:**

Spring Clean Up: Mayor Reeves reminded everyone that the Spring Clean up is scheduled for April 17, 2006.

Boy's and Girl's Club roof: Mayor Reeves told the council that the adjuster had been here to inspect the roof and said that all the existing shingles should be removed and replaced. Solicitation is being made to raise the \$5000 deductible needed.

Office Cleaning: Mayor Reeves told the council that our cleaning lady was moving and did not wish to continue. The cost of her service was \$60 per month. He proposed that Chrissy McFall,

the water clerk, be paid an additional \$15.00 per week to clean the city hall. All council members agreed to that suggestion.

**Adjournment:** Dave Miller made a motion to adjourn, seconded by Marica Kelley. It was passed unanimously.

Meeting adjourned at 6:55 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk**  
**Regular Council Meeting**  
**April 20, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell

Warren Gragg

James Smith (Absent)

Dave Miller

Don Sappington

Maricia Kelley

Guests

Chandra Huston-Baxter Bulletin

Bill Dicks-IESI

Ernie Hubbard

Doris Daniel

Rod Smith – IESI

Deb Stauch - KTLO

Minutes

Roll call was taken: All members were present except James Smith.

A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the March 21, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Don Sappington; seconded by Maricia Kelley and carried unanimously.

**March 2006 Financial Report:** A motion was made by Don Sappington to table the approval of the financial report until the next meeting due to not having had sufficient time to review. It was seconded by Warren Gragg and carried unanimously.

**Rate increase for Trash Pick up:** Bill Dicks and Rod Smith were present to answer any questions on the letter that the city received from IESI requesting a 3 year contract with a rate increase to \$9/month. The contract would automatically be renewed for the next 3 years unless either party contacted the other 90 days prior to expiration. Currently IESI has charged the city \$7.25/month for each customer whom the city bills the subscriber \$8/month. The city would pass on the proposed rate increase to customers by billing \$9.75/month. Optional Poly Carts would remain at \$2/month. Some discussion about a recycling program and the commercial rates and high price of large roll off containers since the city has given IESI an exclusive franchise within the city, residents can not use their competitors. IESI provided a list of commercial rates but stated that they felt their rates were in line with their competitors.

Warren Gragg made a motion to accept the contract with a revision to the second paragraph making it a 1 year contract. Don Sappington seconded the motion and it carried unanimously.

**Youth Center:** Mayor Reeves stated that due to a very successful fund raiser, and insurance proceeds, the Youth Center had withdrawn a request for financial assistance from the city at this time.

**Building Inspector:** After a brief discussion about the possible appointment of Maynard Gadway to the position of Building inspector, it was decided to delay a decision until James Smith could be present as he is the Chairman of the Planning Commission.

**Dog ordinance:** A question of how to define what constitutes a “vicious dog” or what breeds should be specified was posed. Discussion of whether an ordinance should state a specific breed versus “vicious dog” did not yield a consensus. The mayor poled the council to determine if they wished to continue to pursue a dog ordinance. Two members said yes, two said no and Don Sappington said that he would not be in favor of a breed specific ordinance. It was decided to drop this issue until a better solution could be found.

**Other new Business:**

Mayor Reeves said that he turned the city sign over to the Youth Center to use for posting their activities.

Cebridge Cable TV was being taken over by Rapid Acquisition Company.

Donna Hinton let the council know that the retirement savings plan with CitiStreet will now be administered by Met Life with equal or better service.

Don Sappington stated his intent to attend recommended that other Council persons attend the Arkansas Municipal League Convention in Hot Springs on June 14-16. Jim Reeves, Mayor and Donna Hinton, Recorded Treasure will also plan to attend.

**Adjournment:** Warren Gragg made a motion to adjourn, seconded by Dean Parnell. It was passed unanimously.

Meeting adjourned at 7:30 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk**  
**Regular Council Meeting**  
**May 16, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell

Warren Gragg

James Smith

Dave Miller

Don Sappington

Maricia Kelley

Guests

Deb Staunch – KTLO

James Reynolds

Faye Greer

Minutes

Roll call was taken: All members were present.

A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the April 20, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Maricia Kelley; seconded by Dean Parnell and carried unanimously.

**March 2006 Financial Report:** A motion was made by Don Sappington to approve the financial report as written. It was seconded by Warren Gragg and carried unanimously.

**April 2006 Financial Report:** A motion was made by Warren Gragg to approve the financial report as written. It was seconded by Dean Parnell and carried unanimously.

**First Quarter Financial Report:** A motion was made by Dave Miller to approve the First Quarter financial report as written. It was seconded by Don Sappington and carried unanimously.

**2006-04 Budget Change Ordinance:** The ordinance to increase and add some items to the 2006 budget was read by Donna Hinton. Don Sappington Made a motion to approve the budget changes as read. Dave Miller seconded the motion and it carried unanimously.

**Street Work Resolution 2006-01:** Mayor Reeves requested a resolution authorizing him to grant and pay for the street work to RBC. The resolution was read by Donna Hinton. Some discussion about the legality of the lease agreement and the city's obligation to pave the parking lot at the park and Methodist church lead to the council requesting the Mayor to contact the Methodist church to renegotiate the questionable agreement. A motion was made by Dave Miller and seconded by Dean Parnell. The motion carried with 5 voting in favor and 1 (Warren Gragg) against.

**Appointment of New Planning Commission Member** from outside of the city limits. Upon the recommendation of the Planning Commission, Mayor Reeves appointed Leon Alexander to the Norfolk City Planning Commission. A unanimous vote from City Council confirmed the appointment.

**Business License:** Business license application from Carol Bellsnyder for a studio and gallery called the Contemporary Fish to locate at 13851 Hwy 5 South was submitted. A motion was made to approve/grant this license by Warren Gragg; seconded by Jim Smith. It carried unanimously.

**Other new Business:**

No other new business was discussed.

**Adjournment:** Dean Parnell made a motion to adjourn, seconded by Maricia Kelley. It was passed unanimously.

Meeting adjourned at 7:10 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk**  
**Regular Council Meeting**  
**June 20, 2006**

**DRAFT**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell

Warren Gragg

James Smith

Dave Miller

Don Sappington

Maricia Kelley

Guests

Deb Stauch – KTLO

Vickie Raub

Charles H. Pharis

Coetia Batarseh

John Miscaully

Leah Woods

James Mattix

Kay Dunn

Leon Alexander

Sharon McNeese

Dallas Shepherd

Deborah Pharis

Virginia Prenlan

Shaundra Huston

Minutes

Roll call was taken: All members were present.

A moment of silence was followed by the Pledge of Allegiance.

Due to several people in attendance having a special interest in Plan 2025, Mayor Reeves asked Council person, Jim Smith to report on the Public Hearing that was held on June 19, 2006. He said that the hearing had provided some good input that the Planning Commission wants to look into and may incorporate into the plan. For this reason, the Planning Commission will research some of the suggestions and present those changes at the July 11, 2006 Council workshop. He presented a Resolution stating that the current City Council does not intend to use forced annexation as a result of input from inside and outside of the city. The Resolution was read by Donna Hinton. Warren Gragg voiced his disappointment about the lack of progress for the amount of time spent on this issue and that the vote would not be held tonight. He stated that the value of this resolution was worthless.

**Resolution 2006-02 Regarding Forced Annexation:** Don Sappington made a motion to accept the resolution as it was read. David Miller seconded the motion. After a brief discussion as noted above, a vote was taken and it carried unanimously.

**Minutes of the May 16, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Jim Smith; seconded by Don Sappington and carried unanimously.

**May 2006 Financial Report:** A motion was made by Don Sappington to approve the financial report as written. It was seconded by Dean Parnell and carried unanimously.

**Appointment of Cory McFall as City building inspector:** Mayor Reeves appointed Cory McFall as the city building inspector and acknowledged that Cory lacked the experience and training for this position but was confident in Cory's ability to achieve those skills. Warren Gragg made a motion to approve the Mayor's appointment. Maricia Kelley seconded the motion. A unanimous vote from City Council confirmed the appointment.

**Other new Business:**

**Part-time summer help:** Mayor Reeves requested considering hiring some part-time summer help to do mowing, pull weeds in the sewer plant and other miscellaneous tasks for a average of about 24 hours per week. This may vary due to weather and need. In previous years, we have had help through the Green Thumb (Senior Citizens) and JETPA (Youth) programs. Green Thumb is no longer available. A call has been placed to the JETPA program but no candidates have been referred. Although the work needed to be done is not appropriate, the city does intend to use the prisoners for those jobs that are suitable for them.

**Motion to hire part time help:** A motion was made by Warren Gragg to allow the Mayor to hire some part time help as needed for the summer at the rate of \$7.00 per hour. The motion was seconded by Don Sappington and carried unanimously.

**Truck Repair/Replacement:** This week it was learned that the 1999 Water Department Truck has tie rod problems and the estimate for those repairs is \$1,100. The question is do we repair or replace. This is not the oldest truck as we do have a 1996. It may be better to repair the 1999; consider buying out right and selling/trading the 1996. Inquiries into new purchases have been made. Discussion lead the council to decide that the needs of the water department, the condition and age of the trucks now might be the right time to consider a new purchase if a good deal can be made. Due to the allowance for a trade in being so low and the market price very good for small trucks, the city may want to consider selling one of the trucks by sealed bid. Because this was not a planned purchase in the 2006 budget, a time payment may be more manageable at this time and it can be reconsidered when the 2007 budget is made.

**Motion to purchase new water department truck:** Warren Gragg made a motion to purchase a new full sized truck on monthly payments at the best price available and put the 1996 truck up for sale by sealed bids. Maricia Kelley seconded the motion and it carried unanimously.

**Adjournment:** Maricia Kelley made a motion to adjourn, seconded by Dean Parnell. It was passed unanimously.

Meeting adjourned at 7:10 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer



**City of Norfolk  
Regular Council Meeting  
July 18, 2006**

**DRAFT**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell  
Warren Gragg  
James Smith

Dave Miller (Absent)  
Don Sappington  
Maricia Kelley

Guests

Manfred Henzler  
Theodore S Switz

Mr. & Mrs. Washburn

Minutes

Roll call was taken: All members were present except Dave Miller.  
A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the June 20, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Don Sappington; seconded by Dean Parnell and carried unanimously.

**June 2006 Financial Report:** A motion was made by Don Sappington to approve the financial report as written. It was seconded by Maricia Kelley and carried unanimously.

**Opening Bids for 1996 GMC Pickup:** The following bids were received and open.  
Jerry Parnell bid \$1513.00; Frank Earthrowl bid \$1099.99; and Tom Green bid \$1263.52.  
Motion was made by Don Sappington to accept Jerry Parnell's bid of \$1513.00 and sell the 1996 GMC Pickup to him. Jim Smith seconded the motion and it carried unanimously.

**Resolution 2006-04 to pave upper Third Street:** Resolution 2006-04 was read by Donna Hinton. A motion to approve the resolution as read was made by Warren Gragg, seconded by Don Sappington. The motion carried unanimously.

**Resolution 2006-03 to rename Ordinance 2005-10 (2006 Budget Ordinance):** Resolution 2006-03 was read by Donna Hinton. A motion to approve the resolution as read was made by Jim Smith. Don Sappington seconded the motion and it carried unanimously.

**First reading of Ordinance 2006-05 approving the Norfolk Plan 2025** was given by Donna Hinton.

**First reading of Ordinance 2006-06 approving the updated Zoning Maps** was given by Donna Hinton.

**Other new Business:**

Mayor Reeves presented pictures of a historically unkempt property located at 230 4<sup>th</sup> Street and asked the council to decide if he should pursue the process and issue a citation to bring the property owner to court. Council unanimously agreed that they were in favor of the Mayor taking the appropriate action on this property and suggested that there are other similar properties that should be addressed also. The mayor said that he would like to pursue this case first to test our ordinance before addressing others.

**Adjournment:** Jim Smith made a motion to adjourn, seconded by Dean Parnell. It was passed unanimously.

Meeting adjourned at 6:55 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk  
Regular Council Meeting  
August 15, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell  
Warren Gragg  
James Smith

Dave Miller (Absent)  
Don Sappington  
Maricia Kelley

Guests

Ron Ragsdale  
Coetia Batarseh

Ernie Hubbard  
Alvin Reynolds

Minutes

Roll call was taken: All members were present except Dave Miller.  
A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the Jul 18, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Don Sappington; seconded by Maricia Kelley and carried unanimously.

**July 2006 Financial Report:** A motion was made by Warren Gragg to approve the financial report as written. It was seconded by Dean Parnell and carried unanimously.

**2<sup>nd</sup> Quarter Financial Report:** A motion was made by Maricia Kelley to approve the 2<sup>nd</sup> Quarter financial report as written. It was seconded by Jim Smith and carried unanimously.

**Second reading of Ordinance 2006-05 approving the Norfolk Plan 2025** was given by Donna Hinton.

**Second reading of Ordinance 2006-06 approving the updated Zoning Maps** was given by Donna Hinton.

**Resolution 2006-06 to pay off Water System Capital Improvement loans:** Resolution was requested at the August 8, 2006, Council Workshop by Warren Gragg. The resolution was read by Donna Hinton. A motion was made by Warren Gragg to approve the resolution to use the Capital Funds account to pay off the capital improvement water loans. Dean Parnell seconded the motion and it carried unanimously. Warren Gragg commented that this is the first time that the water and sewer system will be debt free. Jim Smith commented, although he is in favor, this will not resolve the current revenue loss issue in the water system account.

**Resolution 2006-05 to approve a grant application to the AR Rural Community Grant program:** Resolution is required as part a 50/50 grant application to fix up and repair the floor in the community center. The resolution was read by Donna Hinton. A motion was made by Maricia Kelley and seconded by Dean Parnell to approve the resolution. It carried unanimously. Don Sappington requested clarification on the cost of the project and the amount requested.

**Other new Business:**

**Moratorium on Water Connections:** Recent requests for new connections in the village bring this issue up. Record shows that a moratorium was placed on new water connections outside of the city. The village water system cannot handle any more connections until the new water project is installed. In the past, new connections have not been allowed there and Cory McFall, Water System Supervisor, has stated that the system is currently servicing its maximum number of connections. The consensus was that the policy should be to not add any more connections in the village until the service is upgraded by the new water project.

City wide yard sale has been set: Coetia Batarseh provided a flyer stating the date as October 14, 2006 and that she is the contact person. The event is being sponsored by the Norfolk Area Business Association. Mayor Reeves stated that Joyce Parnell and her sister have contacted him about providing music in the pavilion. Coetia asked that they contact her.

Joyce Parnell and her sister have requested that they be allowed to use the Community Center once or twice a month for a gospel music event. They do not have the financial resources to pay the \$50 rental fee and the \$50 deposit and have requested a free or reduced fee. It was suggested that since the city was hoping to receive a grant that requires the city to provide labor on the revamping project and in lieu of a fee, would welcome volunteers to help with the project. The council was in agreement that the fee could be reduced to cover electricity and heating/cooling expense.

**Adjournment:** Dean Parnell made a motion to adjourn, seconded by Jim Smith. It was passed unanimously.

Meeting adjourned at 7:00 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk**  
**Regular Council Meeting**  
**September 19, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor

Jim Reeves

Recorder/Treasurer

Donna Hinton

Council

Dean Parnell  
Warren Gragg  
James Smith

Dave Miller  
Don Sappington  
Maricia Kelley

Guests

Ron Ragsdale	Ernie Hubbard	Velma Whitfield
Coetia Batarseh	James Alvin Reynolds	Clyde Dye
Abitha Dye	Frank Kaye	Suzan Kay
Charles H. Pharos	Deb Staunech	James Bord
Frankie Baker	Jene Olson	Earl Olson
Chuck Robinson	Chuck DeVoney	Ken Watson
Kery Chism	Ron Ragsdale	Jerry Greer

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

Minutes

Roll call was taken: All members were present.

A moment of silence was followed by the Pledge of Allegiance.

Mayor Reeves stated that because the vote for Plan 2025 was on the agenda and a larger than usual numbers of attendees were present, he felt it necessary to set some meeting rules. He stated that the public comment period was over and that the audience must remain silent. If there was any comment/disturbance from the audience, he would suspend the meeting and call the sheriff.

**Minutes of the August 15, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Don Sappington; seconded by Maricia Kelley and carried unanimously.

**August 2006 Financial Report:** A motion was made by Warren Gragg to approve the financial report as written. It was seconded by Dean Parnell and carried unanimously.

**Third/Final reading of Ordinance 2006-05 approving the Norfolk Plan 2025** was given by Donna Hinton. Motion was made by Don Sappington to approve the adoption of Norfolk Plan 2025 as written. David Miller seconded the motion. Discussion followed with Dave Miller, Warren Gragg, Jim Smith and Don Sappington making statements on the plan. Voting for the approval was Jim Smith, Don Sappington and David Miller; against the approval were Maricia Kelley, Dean Parnell, and Warren Gragg. Due to a tie, the Mayor was asked to vote but he

abstained. When asked for clarification if that was a vote against, he stated that he was very disgusted with a council that would not work together and all the false information that was spread about the plan. He felt that it was not his place to cast the deciding vote on an important issue like this if council could not find a way to work together on it. He stated that his personal feelings were that there was nothing wrong with the Norfolk Plan 2025 but since the old plan was still in place the city would continue to use it.

**Third/Final reading of Ordinance 2006-06 approving the updated Zoning Maps** was not done due to that ordinance being tied to the approval of Ordinance 2006-05. Since that item failed to pass, this item was a mute point. Ordinance failed by default.

**Request for approval of a water connection for a future owner of a portion of the Russell Watt property.** A motion was made by Warren Gragg to grant the water connection with a meter on the City's 6" water main at the edge of the parcel. It was clarified that the pressure at that proposed meter location was acceptable and it would be the property owner's responsibility to get it from there to a proposed location on the property. The motion was seconded by Jim Smith and carried unanimously.

**Resolution 2006-07 to set mill rate to levy taxes in 2006 and collected in 2007.** The resolution was read by Donna Hinton. Don Sappington made a motion to approve the resolution as read, keeping the rates the same as the previous year. The motion was seconded by Maricia Kelley and carried unanimously.

**Other new Business:**

**Executive Session**

The Mayor requested an Executive session to discuss a personnel issue.

Dean Parnell made a motion to suspend the meeting and have a private executive session. Maricia Kelley seconded the motion and it carried unanimously. Council excused themselves to the Mayor's office.

Upon their return, Don Sappington made a motion to resume the meeting. Jim Smith seconded the motion and it carried unanimously.

There was no further business.

**Adjournment:** Maricia Kelley made a motion to adjourn, seconded by Jim Smith. It was passed unanimously.

Meeting adjourned at 7:15 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer



**City of Norfolk  
Regular Council Meeting  
November 21, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor  
Jim Reeves

Recorder/Treasurer  
Donna Hinton

Council  
Dean Parnell (Absent)  
Warren Gragg  
James Smith

Dave Miller  
Don Sappington  
Maricia Kelley

Guests  
Ernie Hubbard  
Frankie Baker  
John Pettit  
And others that did not sign in or names were illegible.

James Alvin Reynolds  
Ken Watson  
Chuck Robison

Deb Stauch  
Sharon McNeese

Minutes

Roll call was taken: All members were present except Dean Parnell.  
A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the September 19, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Jim Smith; seconded by Warren Gragg and carried unanimously.

**September 2006 Financial Report:** A motion was made by Warren Gragg to approve the financial report as written. It was seconded by Dave Miller and carried unanimously.

**October 2006 Financial Report:** A motion was made by Maricia Kelley to approve the financial report as written. It was seconded by Warren Gragg and carried unanimously.

**First reading of Ordinance 2006-07 to delete Chapter 12.04 –Parks Commission from the Norfolk city code** was given by Donna Hinton. Motion was made by Warren Gragg to approve the first reading and Jim Smith seconded the motion. It was approved unanimously.

**First reading of Ordinance 2006-08 to update the Norfolk city code related to the City Fire Department which is now under the County** was given by Donna Hinton. Motion was made by Maricia Kelley to approve the first reading and Warren Gragg seconded the motion. It was approved unanimously.

**2007 Budget Mayor** Reeves presented his recommendations for three main areas of the 2007 budget. 1) He proposed a 5% wage increase for all city employees with the exception of the mayor's salary that he suggested should be adjusted by 20%; which would reflect 5% for each of the past four years when no adjustment was made. 2) He proposed a water rate increase of 3% for each of the previous 6 years when no adjustment was made. This would be a total of 18% effective January of 2007; and 3% each year thereafter. 3) He recommended that \$9000 for the purchase of a zero turn radius mower be included in the 2007 budget with actual mower purchased to be determined later. Discussion followed.

**Wage Proposal:** Warren Gragg stated that since councils made the decision not to increase the mayor salary in those previous years that he did not feel it was right to go back and override those decisions. Mayor Reeves stated that he had discontinued a \$6000/year bus driving job so he could be more available for city business. He felt that the time and energy that he spent on city business warranted being compensated at the same ratio to those he was responsible for supervising now as it did four years ago. Gragg pointed out that the council compensation had not been increased for some time either and felt that his efforts were comparable to the mayors. Gragg suggested that the 5% increase that was already written into the budget be accepted now and any additional changes to the mayor's salary could be discussed at a later time. When asked why this discussion was taking place at the meeting rather than in Executive session, Mayor Reeves said that if they wished to discuss job performance or merit for an individual, that they were welcome to go into executive session and he would not participate.

**Motion to adjourn to executive session:** Smith made a motion to adjourn the regular meeting and go into an executive session to discuss the mayor salary. The motion was seconded by Don Sappington. Sappington, Smith and Miller voted in favor of the motion; Gragg and Kelley voted against it. Without two-thirds of the votes in favor, the motion fails. All decisions regarding wages have been tabled.

**Water Rates:** Again, Gragg stated that since previous councils had opted not the increase rates over the past 6 years, he did not agree with going back to assess current customers for past years. He suggested that since we had paid off all the water debt in 2006 and reduced the amount of the water clerk salary paid from the water fund reducing expense by about \$15000, that we should be balanced. Recorder/Treasurer Hinton stated that upon the request of the council, the sewer revenue and expense has been removed from the water budget leaving an additional \$15,000 shortage. Gragg's suggestion would be a 10% increase of all rates in 2007 with an ordinance setting an annual increase of 5% for each following year. Smith suggested a 10% increase of all rates in 2007 but a 10% increase annually thereafter. Smith pointed out that neither of these options addressed an adjustment to the installation fee since information collected shows that our current installation rate does not cover our costs. R/T Hinton stated that there is very little installation activity so that the revenue generated with an increase would have very little impact on the budget plan. Jim Smith requested that the ordinance to raise water rates also address the installation rates.

**Water Rate Motion:** After council's discussion of various options, Warren Gragg made a motion to increase all water rates by 15% effect January 2007 with an ordinance to implement a 5% increase annually in the future. The motion was seconded by Jim Smith and carried unanimously.

**Sewer Account:** Since a separate account is being established for the sewer, Smith suggested that the 1% sales tax that is being put into a Capitalization account for water improvements be redirected for sewer improvements for a period to fund the sand replacement. Gragg objected saying that the people voted in that tax to be used for the water fund and he felt that council should not go against that vote. Gragg suggested that the \$15,000 CD that was set up to cover debt in the water fund could be reassigned as a Sewer Reserve CD and that \$10,000 of sewer profit be added to that each year. This would begin a savings plan to address the expense of upgrading/maintaining the sewer system. Reeves stated that we may not be able to wait until the money was there because in spite of the fact that we are still in compliance, one side of the system is not functioning properly.

**Sewer Account Motion:** Jim Smith made a motion that the \$15,000 water fund CD be earmarked as the Sewer reserve fund and will be officially renamed at renewal. Don Sappington seconded that motion and it carried unanimously.

**Street Account:** Jim Smith asked if the current budget proposal included street work for a specific street. Mayor Reeves said that we did designate a Five Year Street Schedule last year, however the amount allocated to street work in this budget proposal is not based on a specific street at this time. Warren Gragg said that it appears to be enough to do a street but since we did a lot last year, he would

like to see the city go back to saving up the street work allocation for a couple of years and doing a little work every few years.

**Budget:** No official action was taken on the budget that was presented but Warren Gragg recommended that we implement the changes that were voted and approved; that we hold off on any increase over the 5% that is calculated in the proposed budget and that the council discuss this revised budget at the December workshop. He stated that by law the approval of the budget did not have to be complete until January 31<sup>st</sup> of the budget year. No other comments were offered.

**Updates to Plan 2000:** Newly elect Planning Commission Chairman, Dave Miller read a statement to the council asking them to review and consider that updates for the Development plan that they have received. These updates are the same plan as the Plan 2025 except that all references relating outside of the city have been deleted thus leaving only plans for within the city limits. He stated that as volunteers on the planning commission, it was their assignment to bring a plan to the council and he was requesting the council cooperate to help the planning commission accomplish that task by working together at the workshop and the planning meetings. Don Sappington complemented the effort of the planning commission for presenting a revision of the plan to the council that may be more acceptable. He said this seems to be on the right track and he would be willing to cooperate. Jim Smith stated that the Plan 2025 did not pass because of the conflict between the members of the council and the planning commission. The mayor requested that these two bodies work together and that is exactly what the planning commission is here to do and it is his hope that the council can do likewise. Warren Gragg stated that he understood from comments made by the Mayor and members of the planning commission, that the Plan 2000 was not a legal plan and therefore could not be updated. He suggested that this was an effort to circumvent the legal procedures required to approve a plan quickly and rush it behind the backs of the people affected. He would not approve this or any other plan without going through the whole process and having another public hearing. When the mayor tried to make a comment and was interrupted, he asked that speakers wait to be recognized by the chair. The productiveness of the meeting deteriorated further and the mayor called for a motion to adjourn.

**Adjournment:** Maricia Kelley made a motion to adjourn, seconded by Jim Smith. It was passed unanimously.

Meeting adjourned at 7:25 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer

**City of Norfolk  
Regular Council Meeting  
December 19, 2006**

Meeting was called to order at 6:30 PM by Mayor Jim Reeves.

Mayor  
Jim Reeves

Recorder/Treasurer  
Donna Hinton

Council  
Dean Parnell  
Don Sappington

Dave Miller  
James Smith (Absent)

Warren Gragg  
Maricia Kelley

Guests  
Faye Greer  
\*Deb Stauch  
Frankie Baker  
\*John Miskelley

Ernie Hubbard  
Chandra Huston  
David Parks  
Jim Mincey

James Alvin Reynolds  
Bart Conley  
\*Sharon McNeese

And others that \*did not sign in or names were illegible.

**Minutes**

Roll call was taken: All members were present except Jim Smith.  
A moment of silence was followed by the Pledge of Allegiance.

**Minutes of the November 21, 2006, Regular Council Meeting:** A motion to approve the minutes as written was made by Warren Gragg; seconded by Maricia Kelley and carried unanimously.

**November 2006 Financial Report:** A motion was made by Warren Gragg to approve the financial report as written. It was seconded by Dean Parnell and carried unanimously.

**Second reading of Ordinance 2006-07 to delete Chapter 12.04 –Parks Commission from the Norfolk city code** was given by Donna Hinton.

**Second reading of Ordinance 2006-08 to update the Norfolk city code related to the City Fire Department which is now under the County** was given by Donna Hinton.

**First reading of Ordinance 2006-09 to amend Norfolk City Code Chapter 10.08 to increase water rates** was given by Donna Hinton.

**Second reading of Ordinance 2006-09:** Warren Gragg made a motion to suspend the rules and proceed with the second reading by title only. The motion was seconded by Don Sappington and carried unanimously.

**Third reading of Ordinance 2006-09:** Warren Gragg made a motion to proceed with the third reading by title only. The motion was seconded by Don Sappington and carried unanimously.

**Approve Ordinance 2006-09:** Warren Gragg made a motion to declare an emergency and approve Ordinance 2006-09 effective January 2007 using new rates to calculate the billing at the end of January. The motion was seconded by Don Sappington and carried unanimously.

**Boys and Girls Club contract for 2007:** Don Sappington made a motion to renew a contract the Norfolk Boys and Girls club to provide youth services for 2007 for \$400.00 per month from January 1, 2007 through December 31, 2007. The motion was seconded by Dean Parnell and carried unanimously.

**First reading of Ordinance 2006-10 authorizing the City of Norfolk to enter into an Arkansas Local Government Joint Investment Trust** for the investment of public funds was given by Donna Hinton.

**Second reading of Ordinance 2006-10:** Warren Gragg made a motion to suspend the rules and proceed with a second reading by title only. The motion was seconded by Maricia Kelley and carried unanimously.

**Third reading of Ordinance 2006-10:** Warren Gragg made a motion to proceed with the third reading by title only. The motion was seconded by Don Sappington and carried unanimously.

**Approve Ordinance 2006-10:** Warren Gragg made a motion to declare an emergency and approve Ordinance 2006-10 effective 30 days from this date. The motion was seconded by Dean Parnell and carried unanimously.

**Business License request for an open air food vendor:** A request from Jim Mincey to operate a mobile burger and barbeque stand some weekends in the parking lot of Two Rivers Fly Shop. Discussion of Mr. Mincey's Department of Health compliance/approval, tax permit number, water source and sewer facilities and the city removing itself from controlling free enterprise if all the requirements were met. **Don Sappington made a motion to approve the outdoor food vendor** as long as all Health Department requirements were met and a sales tax ID was received. The motion was seconded by Dave Miller. Voting in favor of the motion were Don Sappington and Dave Miller. Opposing the motion were Warren Gragg, Dean Parnell, and Maricia Kelley. The motion failed.

The mayor said that City Attorney, Ron Kincade had suggested that since this is a new issue for Norfolk, that we research other cities and review this matter again next month at the workshop.

**Warren Gragg made a motion to table the outdoor food vendor request** until the January workshop. The motion was seconded by Maricia Kelley. Voting in favor of the motion were Don Sappington, Warren Gragg, Maricia Kelley; opposing was David Miller and abstaining was Dean Parnell. With Mayor casting a vote in favor, the motion passed.

**J & S Boats, Inc. business license request:** Request from John Bradshaw to locate a small boat manufacturing business at 15512 Hwy 5 South. Warren Gragg made a motion to approve the business license for J & S Boats, Inc. The motion was seconded by Dean Parnell and carried unanimously.

**Renewal of all business licenses:** David Miller made a motion to approval renewal of all existing business licenses. Don Sappington seconded the motion and it carried unanimously.

**Planning Commission Vacancies:** Jim Bailey and Coetia Batarseh have completed their terms of appointment on the Planning Commission and have declined reappointment. Mayor Reeves asked the Recorder to read a letter from Leon Alexander resigning from the Planning Commission. This will leave only 3 of the required 5 positions open so at least 2 or more candidates are needed. David Parks was in the audience and indicated that he was interested.

**Executive Session:** The mayor stated that he wished to discuss a couple of personnel issues with the Council and asked for an executive session. Maricia Kelley made a motion to suspend the meeting and excuse the council to an executive session. The motion was seconded by Dean Parnell and carried unanimously. The council retired to the mayor's office.

**Resume Meeting:** Council returned, Dean Parnell made a motion to resume the meeting. Maricia Kelley seconded the motion and it carried unanimously.

**Adjournment:** With no further business Maricia Kelley made a motion to adjourn, seconded by Dean Parnell. It carried unanimously.

Meeting adjourned at 7:45 PM.

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James Reeves, Mayor

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Donna Hinton, Recorder/Treasurer