

MINUTES
CITY OF CHEROKEE VILLAGE, ARKANSAS
REGULAR CITY COUNCIL MEETING
6:30 P.M., THURSDAY, APRIL 16, 2015
CHEROKEE VILLAGE CITY HALL
(meetings are video recorded)

Mayor Russell Stokes, Jr. called the regular meeting of the City Council to order at 6:30 p.m. on Thursday, April 16, 2015. He led the Pledge of Allegiance followed by a moment of prayer.

Roll was called by Asst. Clerk, Kathi Blackwell. Present were Bill Circle, Les Covington, Chuck Kristopeit, Chuck McMahon, Pamela Rowland, Steve Thompson, Mayor Stokes and City Attorney Jon Abele; absent were Jerry Adams and Rob Smith.

APPROVAL OF THE AGENDA: Kristopeit added Item #10 under New Business - a Proclamation for Travel & Tourism Week; Asst. Clerk Blackwell added a thank you letter from the Stacey family under correspondence. Covington moved to approve the amended agenda, seconded by Thompson and passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS: (limit 3 minutes per person)

APPROVAL OF THE MINUTES: Circle moved to approve the, March 19, 2015 council minutes, seconded by Kristopeit and passed unanimously.

CORRESPONDENCE:

1. Asst. Clerk Blackwell read a thank you card to the Mayor and City Council from Mary Whelan.
2. Asst. Clerk Blackwell read a thank you letter to the Mayor, Alderman and City employees from Lana Hamilton and the Stacey family.

FINANCIAL REPORT: McMahon moved to approve the financials for audit, seconded by Covington and passed unanimously.

MAYOR'S REPORT: Mayor Stokes stated the City had been undergoing financial audit and IT audit; Mayor Stokes stated the auditors would be at City Hall on April 21st for an exit interview and the audit would be on the May agenda for discussion. Mayor Stokes announced the passing of Clerk Hamilton's mother and Alderman, Jerry Adam's, mother-in-law; Mayor stokes asked the families be kept in prayers.

DEPARTMENT REPORTS:

- **FIRE:** (report on file) Mayor Stokes stated Fire Chief, Johnny Pendarvis, was on vacation and gave a brief report for fire. Mayor Stokes stated the City received a new ISO rating from a 2014 inspection and it improved from a 6 to a 5 and was almost a 4;

Mayor Stokes said the previous rating was performed in 1988. Mayor Stokes stated you are expected to maintain or improve your rating. Mayor Stokes stated Chief Pendarvis could be contacted for more detailed information and the Fire Dept. should be congratulated. Mayor Stokes stated the new rating should lower insurance rates somewhat.

- **POLICE:** (report on file) Chief Rick Crook stated the body cameras are in and were obtained with grant monies. Crook stated he was working on getting a computer set up to store the videos from the cameras. Crook stated the Police Dept. has been testing these and the department is very pleased with the results.

- **ANIMAL CONTROL:** (report on file)

- **STREET:** (report on file) – Mayor Stokes stated an asphalt representative had visited the City and made recommendations for improvements on repairs using new technology and new products.

- **COMMUNITY SERVICE:** (report on file)

- **DISTRICT COURT:** (report on file) Mayor Stokes announced District Court would be held on Friday, April 20th.

PLANNING & ZONING –

- **CODE ENFORCEMENT:** (report on file)

- **PARKS & PLANNING:** (report on file)

- **RESTORATION: (Bob Bickle)** Bickle stated (7) properties had been on the Raze & Removal list and (3) are finished; one property has received a completion and final inspection. Bickle stated there were (2) additional properties to complete before filing on any further properties.

A & P COMMISSION REPORT: Pat Clary stated 6,700 postcards had been mailed out to (7) states. Clary stated it was National Volunteer Week and thanked all volunteers working on the Anniversary festival. Clary stated she had provided a one page schedule for convenience. There will be a treasure hunt map provided as well. Clary stated the Fallen Veteran's Memorial had been secured by Jonathan Rhodes. Clary stated WRMC & FNBC were Sapphire Sponsors.

COMMITTEES:

- **GRANTS:** Whelan stated a Sharp County Giving Tree Grant had been applied for in February and she was notified the grant was awarded this week. Whelan stated she was working on a grant for Early Warning Systems; Whelan stated this would be two grants, one from the USDA and one from the State. Whelan stated she is working with several people to obtain statistics on tornadoes, ice storms, floods, etc. for the grant report. Whelan stated the Highland Fire Station on the 4-lane received a grant for \$18,400 for an Early Warning System. Circle asked if Whelan was getting reimbursed for her work on grants; Whelan stated she received \$60 for this recent grant which was 3% of the total grant. Bickle stated Whelan's agreement needed to be modified for grants under \$1,500; Bickle stated Whelan should receive a minimum of \$150 on grants such as this and would address this issue with council later. Circle asked for the item to be placed on the May agenda.

- **PUBLIC SAFETY:** Rowland announced the location of the next meeting would be on May 13th at 1 p.m. for a tour of the Baseheart Fire facility; Rowland stated the public is welcome to attend.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1 – **RESOLUTION No. 2015-11: A Resolution to Amend Sect. 3 of Resolution 2006-03 (City Attorney Salary)** - Mayor Stokes stated this was an issue to satisfy audit and would eliminate the need for monthly reports from the attorney. Mayor Stokes read the correction to Section 3. A roll call vote was taken; there were 6 yeas, passing Resolution 2015-11 unanimously.

2 – Urban Deer Hunt Renewal for 2015 - After Arkansas Game & Fish answered a few brief questions, a roll call vote was taken; there were 6 yeas, passing the 2015 Urban Deer Hunt in the City.

3 – Proposal for Council Chamber PA System Renovation - Mayor Stokes spoke about the need for a new PA system for the courtroom. Covington stated he would like to look at the current equipment and the quotation obtained and discuss the issue further at the May meeting. Mayor Stokes entertained a motion to table the issue until the May meeting. Circle moved to table and have Covington report on the system at the May meeting, seconded by Thompson and passed unanimously.

4 – Senior Center Usage by Civic Groups - Mayor Stokes said utilities average \$333 per month for the Senior Center, which is approximately \$10 per day; Mayor Stokes stated he met with the agency that governs Senior Center operations and they have agreed to make monthly payments if we invoice them for the usage. Mayor Stokes suggested charging \$5 to \$6 per organization, per month, utilizing the center. McMahon moved to charge \$10 per month to each organization, seconded by Circle; motion passed unanimously.

5 – Proposal from P&Z Commission regarding: Code Revision - Bickle stated there were outdated codes that needed to be laid out by a professional and the Bills of Assurance need to be legal and workable. Bickle stated codes and ordinances were taken from other cities and some are not legal and amendments need to be added to the codes and there are many inconsistencies. Bickle stated we were not charging fees for heat and air permits and should be. Bickle stated Liz contacted the Municipal Planning Commissioner and he charges a minimum of \$2,500 as a consultant to re-write the codes; Bickle stated he would take the \$2,500 out of PZ Restoration if council would approve payment for any charges above \$2,500. Bickle stated he would hold workshops to put all the information together to keep the cost to a minimum. Bickle stated there were definitions that need to be made concrete and legal; Bickle stated ordinances conflict with the Bills of Assurance. Attorney Abele stated a zoning code needed to be revised. Thompson inquired about re-writing the rental ordinance due to the inability of the City to inspect all properties; Bickle stated this was not being considered and he sees improvements daily from the rental ordinance. Bickle invited council to the workshops to look at re-writing the zoning codes and ordinances. Abele stated there would need to be hearings prior to passing information along to the consultant. Thompson stated we needed to address the set-back issue immediately

and then re-look at all other items. Covington moved to amend the budget by Resolution to move the \$2,500 from PZ Restoration to a new line item, seconded by Rowland. A roll call vote was taken, there were 6 yeas, passing the motion to amend the budget unanimously.

6 – A Proclamation for National Kids to Parks Day: Saturday, May 16, 2015 - Mayor Stokes stated he would sign the Proclamation for National Kids to Parks Day.

7 – Temporary Special Use Permit for the 60th Anniversary Celebration. June 12, 13, 14, 2015 - Mayor Stokes stated there was a request for the use of golf carts on the permit for travel to and from the festival site; Attorney Abele stated carts can be used on City streets but not on State highways. Mayor Stokes inquired about festival insurance; Clary stated she had not yet obtained but would furnish proof of insurance in the near future. Thompson moved to approve the Temporary Special Use permit, seconded by Kristopeit.

8 – Proposal for Police Vehicle Replacement - Chief Crook stated Unit #117, a 2008 Dodge Charger with 174,000 miles had been involved in an accident during the apprehension of a DWI driver and prior to that had been involved in the incident on the Hardy bridge with a lady who had mental issues. Crook provided a list of funds to be used towards the purchase of a new vehicle totaling \$23,084. Crook stated the vehicle was a total loss after the second accident. Crook stated he had located a 2013 Ford SUV with 44,000 miles owned by Scott Rose valued at \$17,200 and with all Code 3 equipment it was valued at \$21,000. Crook stated if council approved the purchase of the vehicle he could have it in use within a week. Crook stated there was currently a 90 to 120 day wait on new, non-equipped vehicles. Attorney Abele stated the City could suspend the rules for bidding due to special circumstances and the vehicle being a used vehicle and approve a Resolution to amend the budget for the purchase of the vehicle. Circle moved to approve a Resolution to suspend bidding requirements seconded by Rowland. A roll call vote was taken; there were 6 yeas passing the motion to suspend the bidding requirements unanimously. Thompson moved to approve a Resolution to amend the budget for the purchase of the vehicle, seconded Covington. A roll call vote was taken; there were 6 yeas, passing the motion to purchase the used vehicle unanimously.

9 – City on Facebook: Kristopeit/Rowland - Rowland provided a handout to council regarding an official City of Cherokee Facebook page for strictly City related matters. Rowland stated the Mayor would be the best person to designate a staff member to oversee the page; Mayor Stokes raised concerns of adding the additional duty to an employee. Thompson raised concerns regarding the Q&A section and who would respond to the questions; Rowland stated she and Kristopeit would be administrators of the page and help monitor the page. Mayor Stokes stated he would speak to some staff members and readdress the issue at the May meeting.

10 – A Proclamation for Travel & Tourism Week - Mayor Stokes stated he would sign the Proclamation for Travel & Tourism Week.

COMMENTS OF CITY RELATED ITEMS: (limit 3 minutes per person)

1 - Huge Buie to address Council in regards of Progressive Waste - Removed from agenda due to Mr. Buie's illness.

ANNOUNCEMENTS:

1 - City wide clean-up - Mayor Stokes stated the clean-up would be held on Saturday, April 18th from 9 a.m. - 1 p.m. at the old Recycle/Farmers Market building on Tekakwitha - Rain date scheduled for April 25th.

2 - Public Safety Forum - Mayor Stokes stated the forum would be held on Thursday, April 30th from 6:30 p.m. - 8 p.m. at Cherokee Village City Hall including the CV Fire & Police Depts.

ADJOURNMENT: Rowland moved to adjourn the meeting at 8:10 p.m., seconded by Covington and passed unanimously.

NOTE: Minutes are prepared by Kathi Blackwell, Assistant to Clerk/Treasurer Lana Hamilton (with Hamilton's approval)

DATE: 5/22/2015

APPROVED: Russell Stokes, Jr.
Russell Stokes, Jr., Mayor

ATTEST: Lana Hamilton
Lana Hamilton, City Clerk/Treasurer