

**MINUTES**  
**CITY OF CHEROKEE VILLAGE, ARKANSAS**  
**REGULAR CITY COUNCIL MEETING**  
**6:30 P.M., THURSDAY, SEPTEMBER 17, 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, 17, 2015. He led the Pledge of Allegiance followed by a moment of silent prayer.

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

**APPROVAL OF THE AGENDA:** Mayor Stokes stated the A&P Commission Report needed to be stricken from the agenda and a full report would be presented in October. Covington moved to approve the amended agenda, seconded by Thompson and passed unanimously.

**PUBLIC COMMENTS ON AGENDA ITEMS:** (limit 3 minutes per person) Peter Martin inquired about the proposed Ordinance 2015-06 and asked if this affected businesses operated in residents' homes, rental property, and if there was an emergency clause in order to pass the ordinance at the September meeting. Mayor Stokes stated there was no emergency clause.

**APPROVAL OF THE MINUTES:** Covington moved to approve the August 20, 2015 council minutes, seconded by McMahon and passed unanimously.

**CORRESPONDENCE:** None

**FINANCIAL REPORT:** Smith moved to approve the financials for audit, seconded by Kristopeit and passed unanimously.

**MAYOR'S REPORT:** Mayor Stokes thanked Ellen and Nancy Ballard who donated two framed prints to the City; Stokes stated the photos were taken by Ballard's nephew and would be hung in the foyer of City Hall. Mayor Stokes stated recycling was closed until further notice; Stokes stated he attended a recycling meeting Wednesday, Sept. 16 with the board members, judges from Sharp, Fulton & Izard counties, and mayors from the quad cities. Stokes stated an employee volunteered to clean up the facility with assistance from Sharp County inmates and an ad will be run in the paper for a manager for the facility. Stokes stated updates would be broadcast on "The River" regarding recycling. Mayor Stokes stated the executive committee voted this week to turn the management of the Senior Centers over to White River rather than NADC; Stokes stated a decision would be made later on which centers will remain open.

#### **DEPARTMENT REPORTS:**

- **FIRE:** (report on file)
- **POLICE:** (report on file)
- **ANIMAL CONTROL:** (report on file)
- **STREET:** (report on file) – Rowland stated she gave information to Street Supt, John Kylo, regarding elderly residents walking on Tishmingo and no signs on the street; Kylo stated he would install signs.
- **COMMUNITY SERVICE:** (report on file)
- **DISTRICT COURT:** (report on file)

#### **PLANNING & ZONING –**

- **CODE ENFORCEMENT:** (report on file)
- **PARKS & PLANNING:** (report on file)
- **RESTORATION: (Bob Bickle)** Phil Caves presented photos of the lot at 5 Katta Trace for council to review. Kristopeit asked how visible the area was to residents; Caves stated there were no neighbors. Caves stated Bob Bickle informed him all letters had been sent to the owner regarding Raze & Removal. Mayor Stokes stated the owner planned to clean up the lot. Kristopeit moved to approved the Raze & Removal at 5 Katta Trace, seconded by Thompson. A roll call vote was taken; there were 6 yeas passing the motion for Raze & Removal unanimously.

#### **A & P COMMISSION REPORT:**

##### **COMMITTEES:**

- **GRANTS:** Mary Whelan stated the grant applications had been submitted and received. Mayor Stokes stated he and Whelan would attend a presentation in Little Rock for the \$31,000+ grant if awarded. Stokes stated Whelan had volunteered to submit the Arkansas Community Excellence Award for the City with the assistance of Jerry Adams.
- **PUBLIC SAFETY:**

##### **UNFINISHED BUSINESS:**

- 1 – The City of Cherokee Village Social Media Uses Policy - Pamela Rowland answered the eleven questions the City Attorney had for council. Rowland stated the page would not allow comments from the public and would simply keep the citizens informed of meetings, road closures and other City issues the same as the radio or newspaper. After further discussion, Smith moved to approve to proceed with the Facebook Social Media page, as presented, beginning in 2016, seconded by Covington. A roll call vote was taken; there were 6 yeas, passing the motion to approve unanimously.
- 2 – City of Cherokee Village Social Media Playbook (updated) - Included in Item #1 - The City of Cherokee Village Social Media Uses Policy.

## **NEW BUSINESS:**

1 – Grant Resolution - Clerk Hamilton read the resolution, which is required to apply for a sister grant under GIF, as the City has 800 too many residents for the grant applied for in August. Thompson moved to approve the resolution, seconded by McMahon. A roll call vote was taken; there were 6 yeas, passing the grant unanimously.

2 – Temporary Special Use Permit: Lions Club Annual White Cane Days. October 1, 2015 - 6:30 a.m. till 10:00 a.m. Corner of Iroquois and Okmulgee - Covington moved to approve the Lions Club Annual White Cane Days temporary special use permit, seconded by Rowland and passed unanimously.

3 – Temporary Special Use Permit: Highland Elks Lodge No. 2539, 15 Elks Lane. October 24th, 2015. One day event - Turkey Shoot - Smith moved to approve the Highland Elks Lodge No. 2539 temporary special use permits for October 24th and November 22nd, seconded by Covington and passed unanimously.

4 – Temporary Special Use Permit: Highland Elks Lodge No. 2539, 15 Elks Lane. November 22nd, 2015. One day event - Turkey Shoot - Included in Item #3.

5 – Request for budget change - Street Superintendent, John Kylo requested a budget change to transfer positive fund balances in Fuel and Cold Mix to cover negative balances in Road Oil and Base Rock. Kylo requested council's approval to transfer \$7,000 from Fuel to Salaries to keep two part-time workers at 31 hours per week until the end of the year as he is losing his grant workers. Smith moved to approve the transfer of \$7,000 from Fuel to Salaries to cover the cost of the part-time workers, seconded by McMahon. A roll call vote was taken; there were 6 yeas, passing the motion unanimously.

6 – Employee Replacement - Fire Chief, Johnny Pendarvis, stated Casey Griffin gave notice on August 18th he would be leaving the CVFD on September 14th as he had accepted a position with the Jonesboro Fire Dept. Pendarvis stated he had applications on file and had contacted a potential replacement to see if he was still interested in the vacant position; Pendarvis stated the replacement would need to attend the Arkansas Fire Training Academy. Pendarvis stated Fire Captain, Russell Tanner, would be retiring in the Spring of 2016 and he would advance a fire fighter to his position and would need another new hire at that time as well. After discussion, Rowland moved to approve the hiring of a replacement for Casey Griffin, seconded by Smith and passed unanimously.

7 – **ORDINANCE NO. 2015-06 - AN ORDINANCE REPEALING ORDINANCES NO. 2000-03, 2003-04, AND 2011-07 AND ESTABLISHING A PERMIT AND CODE TO DO BUSINESS WITHIN THE CITY OF CHEROKEE VILLAGE, ARKANSAS; TO LEVY AN ANNUAL OCCUPATION FEE FOR THE CARRYING ON OF CERTAIN BUSINESS, TRADES, OCCUPATIONS, INDUSTRIES, VOCATIONS AND PROFESSIONS WITHIN THE CITY OF CHEROKEE VILLAGE, ARKANSAS; ESTABLISHING THE TIME WHEN SUCH FEE SHALL BE PAID, COLLECTIONS, ESTABLISHING PENALTIES FOR THE VIOLATION OF CHEROKEE VILLAGE ANNUAL OCCUPATION PERMIT ORDINANCE AND ENFORCEMENT THEREOF; PROVIDE SUPERVISION AND REGULATION FOR THE WELFARE AND FUTURE DEVELOPMENT OF THE BUSINESS COMMUNITY OF THE CITY OF CHEROKEE VILLAGE, ARKANSAS, AND FOR OTHER PURPOSES** - Mayor Stokes read Ordinance 2015-06. Phil Caves stated the purpose of Ordinance 2015-06 was to combine four existing ordinances into

one ordinance. After lengthy discussion, Mayor Stokes instructed Caves to modify the Ordinance and put it on the agenda for the October council meeting.

**8 – ORDINANCE NO. 2015-07 - AN ORDINANCE REPEALING ORDINANCE NO. 2011-09 AND PROVIDING FOR BUILDING PERMIT FEES AND PENALTIES FOR VIOLATIONS THEREOF AND FOR OTHER PURPOSES** - Mayor Stokes read Ordinance 2015-07. Phil Caves stated this ordinance was to help recoup the cost of inspections on no fee permits. After lengthy discussion, Phil Caves stated he would e-mail a revised copy of the ordinance, after reviewing the permits and fees, and the ordinance would be discussed again at the October or November council meeting.

**COMMENTS OF CITY RELATED ITEMS:** (limit 3 minutes per person) Peter Martin inquired about conducting business in a single family dwelling and stated this issue needed to be defined better; Martin used giving piano lessons in a home as an example.

**ANNOUNCEMENTS:** Rob Smith stated the Welcome Center was doing an excellent job and were having their one year anniversary; Rowland suggested the City give the Welcome Center a Certificate of Merit.

Rowland thanked the sponsors of Harvestfest, invited everyone to attend the festival on October 3rd and stated volunteers were welcome. Rowland also stated there were new businesses in the Choctaw Center in Cherokee Village and invited everyone to visit the new establishments.

**ADJOURNMENT:** Covington moved to adjourn the meeting at 8:20 p.m., seconded by Thompson and passed unanimously.

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

DATE: 10/15/15

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

ATTEST: Lana Hamilton  
Lana Hamilton, City Clerk/Treasurer