

WORKSHOP MEETING MINUTES
DUNCAN COMMON COUNCIL
FRIDAY, JANUARY 8, 2021: 1:00 PM
DUNCAN TOWN HALL; 506 SE OLD WEST HIGHWAY

CALL TO ORDER: MAYOR THURMAN CALLED THE MEETING TO ORDER AT 1:00 PM.

ROLL CALL: COUNCILMEMBER ALEX BLAKE, COUNCILMEMBER JILL WEARNE, VICE-MAYOR VALERIE SMITH, MAYOR ANNE THURMAN, AND TOWN MANAGER JOHN BASTEEN JR. ARE PRESENT. COUNCILMEMBER DEBORAH MENDELSON IS ON ZOOM. THERE IS A QUORUM.

PLEDGE: LED BY COUNCILMEMBER WEARNE.

PRAYER: LED BY MAYOR THURMAN.

1. POLICIES AND PROCEDURES

DISCUSSION ONLY: MAYOR THURMAN SAID CLIFTON USED A CONSULTING FIRM FOR THEIR 5 YEAR GENERAL PLAN. SHE COULDN'T FIND IT ON CLIFTON'S WEBSITE. SHE SAID SHE HAD TO TYPE IN CLIFTON GENERAL PLAN.

VICE-MAYOR SMITH SAID THEY ALSO NEED TO WORK ON JOHN'S CONTRACT BEFORE HIS REVIEW IS UP, BEFORE THEY DID NOT GIVE HIM A REVIEW. SHE SAID HIS CONTRACT DOES NOT COMPARE TO OTHER MANAGER CONTRACTS SHE HAS SEEN. SHE THINKS THEY SHOULD GIVE HIM A YEARLY REVIEW.

SHE SAID WHEN SHE FIRST STARTED HERE, THEY WERE ASKED TO FILL OUT A FORM, BUT THEY REALLY DID NOT KNOW ALL OF WHAT JOHN DID. SHE SAID SHE DID NOT FIND IT VERY USEFUL TO FILL OUT THIS GIANT 30 PAGE FORM. SHE SAID SHE DID NOT FEEL COMFORTABLE WITH THAT. SHE SENT HIM AN EMAIL WITH EIGHT THINGS SHE THOUGHT A TOWN MANAGER DID. SHORTLY AFTER THAT SHE REALIZED HIS ACTUAL SCOPE OF DUTIES. AS TIME WENT ON AND HIS REVIEW WAS OVER AND DONE WITH, SHE SAID SHE RECEIVED THE REVIEW TO FILL OUT RIGHT AFTER SHE STARTED ON THE COUNCIL. MANAGER BASTEEN SAID SHE CAME IN AND TALKED TO HIM AND THE MAYOR CAME IN AND TALKED TO HIM AND THAT WAS JUST ABOUT IT. SHE SAID SHE FEELS LIKE SHE NEEDS TO KNOW ALL THE THINGS HE DOES SO SHE CAN MAKE A BETTER JUDGEMENT ON HOW TO PROCEED ON ANY PART OF THE REVIEW.

SHE WOULD LIKE TO AMEND THE MANAGER'S CONTRACT SO THAT IT HOLDS THE COUNCIL MORE TO THE FIRE TO ACTUALLY COMPLETE A REVIEW OF HIM ON THE YEARLY BASIS THAT IT ASKED THEM TO DO. SHE SAID INSTEAD OF THE AUTOMATIC RENEWAL , WITHIN 60 DAYS OF HIS CONTRACT THEY WOULD HAVE A MEETING WITH HIS REVIEW ALREADY COMPLETED AND THEM SAYING YES THE MANAGER IS HIRED AGAIN OR NOT. SHE ASKED THE COUNCIL WHAT THEY THINK. COUNCILMEMBER BLAKE SAID GOING BACK TO TERMINOLOGY THEY KEEP USING. ARIZONA IS A RIGHT TO WORK STATE. THERE IS NO SUCH THING AS A CONTRACT TO WORK IN THIS STATE. HE SAID THEY COULD LOOK AT IT AS AN EMPLOYMENT AGREEMENT AND IT IS ALL STILL EMPLOYMENT AT WILL. THIS IS WHAT WE ARE AGREEING TO AND WHAT WE ARE AGREEING TO. HE SAID THAT MEANS HE CAN LEAVE TOMORROW OR WE CAN ASK HIM TO LEAVE TOMORROW OR RIGHT NOW. HE SAID THEY KEEP USING THIS TERM CONTRACT AND IT IS NOT PER SAY A CONTRACT, BUT AN AGREEMENT AND AS ALL FORCES AND PARTS OF THE AGREEMENT ARE IN PLACE, THEN THE AGREEMENT IS STILL IN EFFECT. HE SAID IF THEY SAY THEY WANT TO REVIEW

THE AGREEMENT, THAT CAN BE DONE AT ANYTIME. THE DATES ON IT HAVE MORE TO DO WITH HIS COMPENSATION AND HIS COMPENSATION WOULD NOT CHANGE UNLESS WE REVISIT HIS AGREEMENT. MAYOR THURMAN WANTED TO KNOW IF THAT SHOULD BE CHANGED TO A PERFORMANCE REVIEW. COUNCILMEMBER BLAKE SAID HE THINKS THAT IS WHAT IT WOULD HAVE TO BE CALLED, BECAUSE IF YOU ARE CHANGING THE AGREEMENT, IT ALL HAS TO BE CHANGED IN ITS ENTIRETY. HE SAID YOU CAN ADD A PERFORMANCE REVIEW AND HAVE A SEPARATE PORTION FOR COMPENSATION AS FAR AS PERFORMANCE AND THEN THAT CAN DETERMINE THAT SPECIFICALLY AND THE AGREEMENT GOES ON IN PERPETUITY_UNLESS THEY ADD OR SUBTRACT FROM RESPONSIBILITIES WHICH UNDER STATE LAW TOWN MANAGER'S REQUIREMENTS WOULD ONLY CHANGE IF THE CONSTITUTION WAS CHANGED. THE AGREEMENT REALLY SHOULD NOT CHANGE MUCH IT JUST SHOULD SAY THAT THESE ARE THE DUTIES AND RESPONSIBILITIES, BUT THEN PERFORMANCE AND YOUR RAISE AND YOUR CONTINUED EMPLOYMENT IS BASED ON PERFORMANCE. HE SAID THAT IS THE ONLY CLAUSE IN THERE AS FAR AS TERMINATION, IF THERE IS TERMINATION WITHOUT CAUSE THEN HE HAS TO BE PAID A MONTH'S SALARY AND 90 DAYS BENEFITS. IF IT IS WITH CAUSE THEN THERE IS NO COMPENSATION CONTINUING. HE SAID THAT IS THE ONLY DIFFERENCE. HE SAID IN THE AGREEMENT AND IN POLICY AND PERFORMANCE THERE IS NOTHING THAT SAYS WHAT CAUSE IS. HE SAID READING THROUGH NOTES AND EVERYTHING ELSE THERE IS NOTHING THAT SAYS ANYTHING. VICE-MAYOR SMITH SAID THAT IS EXACTLY WHY THEY NEED THE PERFORMANCE ASPECT. HE SAID THAT IS WHY THERE NEEDS TO BE THE PERFORMANCE ASPECT AND THAT IS WHY THERE NEEDS TO BE SOME LEVEL OF HOW YOU ARE DOING YOUR JOB AND THAT WILL DETERMINE CONTINUATION OF THE AGREEMENT AND CONTINUATION OF EMPLOYMENT AND CONTINUATION OR INCREASE OF SALARY BASED ON CURRENT BUDGET. HE SAID HE KNOWS THAT IS WHY OF A LOT OF THE COMPENSATION ISSUE IS NOT IN THERE, WHY THERE IS NOT AN AUTOMATIC COST OF LIVING ADJUSTMENT BECAUSE IT ALWAYS GOES BACK TO BUDGETARY ISSUES TO BE ESTABLISHED ON A YEARLY BASIS, SO YOU CAN'T PUT THAT IN AN AGREEMENT BECAUSE IT IS ALWAYS DEPENDING ON BUDGET.

VICE-MAYOR SMITH SAID HE IS USUALLY REVIEWED BEFORE THEY DO THE BUDGET. SHE SAID THEY WERE GETTING ALL THIS READY THE BEGINNING OF LAST YEAR AND THE COVID CAME. THE MANAGER SAID THEY HAD TALKED ABOUT MOVING IT TO JANUARY, BECAUSE IF YOU DO IT RIGHT BEFORE BUDGET YOU ARE DOING IT IN MAY. HE SAID EVEN IF A NEW COUNCILMEMBER COMES IN THEY DON'T COME IN UNTIL. VICE-MAYOR SMITH SAID AUGUST? THE MANAGER SAID IT IS PAST AUGUST. THE MAYOR ASKED IF HE WANTS IT MOVED AND REVIEWED. HE SAID JUST FOR BUDGET PURPOSES, IF YOU GO WITH A NEW TOWN MANAGER THEN YOU CAN BUDGET IT, IF YOU DO IT IN JUNE YOU ARE STRUGGLING WITH YOUR BUDGET.

COUNCILMEMBER BLAKE SAID IF YOU DECIDE TO DO THAT WITHOUT CAUSE, THEN YOU HAVE TWO MONTHS PAYING THE SAME POSITION, SO IT WOULD HAVE TO BE BUDGETED.

THE MAYOR ASKED COUNCILMEMBER MENDELSONH IF SHE HAD ANYTHING SHE WANTED TO ADD. COUNCILMEMBER MENDELSONH SAID NO, NOTHING TO ADD.

MAYOR THURMAN SAID THAT WITH THE INFORMATION VICE-MAYOR SMITH ADDED BEFORE YOU CAN SEE THAT THERE IS QUITE A FEW DUTIES AND RESPONSIBILITIES. SHE SAID SHE HAS NOT BEEN ABLE TO LOOK AT ANY OTHER EMPLOYMENT AGREEMENTS THAT WERE WITH OTHER COMMUNITIES. VICE-MAYOR SMITH SAID SHE TRIED TO FIND SOME THAT WERE A COMPARABLE SIZE AND WERE ABLE TO PAY ROUGHLY WHAT THEY ARE ABLE TO PAY, AND NOT JUST IN ARIZONA

IN OTHER AREAS ALSO. SHE SAID SHE DID FIND A FEW, BUT SHE CAN NOT FIND HER FOLDER ON HER COMPUTER NOW. SHE SAID SHE WILL MAKE SURE TO SEND THEM TO THE COUNCIL. COUNCILMEMBER MENDELSON WANTED TO KNOW IF SHE ASKED ANYONE AT THE LEAGUE FOR THAT? VICE-MAYOR SMITH SAID SHE DID SEND AN EMAIL AND THAT IS WHERE SHE GOT SOME OF THE LINKS BACK IN FEBRUARY OF LAST YEAR. SHE SAID THEY JUST SENT HER A FEW LINKS OF OTHER PLACES THAT ARE THE SAME SIZE. THAT IS WHERE SHE GOT ALL OF HER INFORMATION, PRETTY MUCH.

VICE-MAYOR SMITH SAID THE STUFF SHE CREATED WAS BEFORE SHE LOOKED AT JOHN'S CONTRACT. SHE SAID A LOT OF THE STUFF IS ALREADY IN THERE. SHE SAID THEY WERE SIMILAR TO THE ANNUAL PERFORMANCE SUMMARY. SHE SAID SHE JUST WANTED TO BRING IT UP TO SEE WHAT THE COUNCIL THOUGHT.

MAYOR THURMAN ASKED COUNCILMEMBER MENDELSON IF SHE REMEMBERS DOING A PERFORMANCE SUMMARY WHEN DOUG WAS ON THE COUNCIL. COUNCILMEMBER MENDELSON SAID YES, SHE DOES REMEMBER THAT. SHE WAS NOT HAPPY WITH THE EVALUATION FORM. SHE DOES NOT REMEMBER IF THEY LOOKED FOR OTHERS OR NOT. MAYOR THURMAN SAID SHE THINKS THEY STARTED TO, BUT THEY DID NOT FOLLOW THROUGH WITH IT. SHE SAID SHE THINKS THEY ARE TALKING ABOUT SOMETHING SIMILAR TO THIS, BUT MORE DETAILED RATHER THAN JUST GENERAL. COUNCILMEMBER MENDELSON SAID SHE WOULD LIKE TO ADD TO THAT WHEN SHE WORKED IN THE CORPORATE WORLD, SHE SAW A LOT OF EVALUATION FORMS. SHE REALLY LIKED THE EVALUATIONS WHERE OTHER PEOPLE ON DIFFERENT PARALLELS IN OTHER WORDS NOT JUST SUPERIORS, BUT PEOPLE WHO EITHER REPORTED TO YOU OR HAD PARALLEL TYPES OF POSITIONS. THOSE WHO REPORT TO HIM CAN HAVE THE OPPORTUNITY TO SPEAK ANONYMOUSLY TO HELP WITH THE MAYOR AND COUNCIL SUPERVISION. COUNCILMEMBER BLAKE AGREED.

COUNCILMEMBER BLAKE SAID THAT WOULD BE LIKE A PEIR REVIEW INCLUDING SUBORDINATES. COUNCILMEMBER MENDELSON SAID SHE THINKS IT WOULD BE USEFUL TO HAVE PEOPLE REPORTING TO THE MANAGER TO HAVE A CHANCE TO COMMENT, BECAUSE THEY HAVE A DIFFERENT PERSPECTIVE THAN THE COUNCIL DOES.

MAYOR THURMAN SAID IT LOOKS LIKE WHAT THEY NEED TO DO IS LOOK AT WHAT THE LEAGUE OF ARIZONA HAS AND THEN THEY CAN WORK TOGETHER TO CREATE THIS PERFORMANCE REVIEW THAT WILL BE ATTACHED TO COMPENSATION. SHE SAID THE MANAGER COULD USE IT TO EVALUATE HIS EMPLOYEES. MAYOR THURMAN SAID IT WOULD JUST BE A MATTER OF DEVELOPING IT. SHE ASKED VICE-MAYOR SMITH IF SHE WOULD WANT IT MORE DETAILED THAN WHAT IS ON THERE. VICE-MAYOR SMITH SAID SHE THINKS IT WILL BE A COMBINATION OF WHAT THEY HAVE ALREADY AND THEN THE PARTS OF THE AGREEMENT THAT ARE NOT SO APPARENT. COUNCILMEMBER MENDELSON SAID SINCE THEY HAVE PEOPLE ON THE COUNCIL WHO HAVE MEANINGFUL HR EXPERIENCE, VICE-MAYOR SMITH AND COUNCILMEMBER BLAKE IT WOULD BE REAL GOOD IF THE TWO OF THEM AGREED TO SEEK OUT AND REVIEW SOME DIFFERENT RULES AND TALK TOGETHER AND PROPOSE A NEW MODEL FOR THEM TO ADOPT. THE MAYOR ASKED IF THEY ARE BOTH AGREEABLE TO THAT. THEY BOTH SAID YES. THE MAYOR SAID SHE ASSUMES THIS WOULD BE SOMETHING THEY WOULD HAVE TO APPROVE THROUGH THE COUNCIL DURING A REGULAR MEETING, SO THAT MIGHT BE ONE OF THE WAYS THEY CAN GO FORWARD WITH THIS. MAYOR THURMAN SAID LET'S MAKE SURE TO ADD THIS TO THE NEXT REGULAR AGENDA.

APPROVAL FOR VICE-MAYOR SMITH AND COUNCILMEMBER BLAKE TO WORK TOGETHER TO CREATE A PERFORMANCE REVIEW FOR FUTURE AGREEMENTS.

THE MAYOR SAID IF SHE AND COUNCILMEMBERS MENDELSON AND WEARNE HAVE QUESTIONS THEY CAN ALWAYS CONTACT THEM.

THE MANAGER SAID HE IS GETTING FIVE OR SIX CALLS A DAY ABOUT MARIJUANA. HE DOES NOT KNOW WHERE THE COUNCIL WANTS TO GO WITH IT. HE HAS GOTTEN CALLS FROM ALL AROUND THE COUNTRY ABOUT MARIJUANA AND THEY ARE WANTING TO KNOW IF WE WILL ALLOW IT. COUNCILMEMBER BLAKE WANTED TO KNOW IF THEY ARE ASKING FOR A DISPENSARY OR CULTIVATION. MANAGER BASTEEN SAID DISPENSARY, TALKING WITH A GUY TODAY IF YOU ARE A DISPENSARY YOU CAN CULTIVATE. THE MAYOR SAID THAT WOULD REQUIRE ZONING CHANGES. HE SAID THE GUY HE TALKED TO TODAY WAS LOOKING FOR A ¼ ACRE AND UP. HE DOES NOT CARE IF THERE IS A BUILDING, HE IS WANTING TO KNOW WHERE THE TOWN WILL ALLOW ONE IF THEY ALLOW ONE AND IF WE DON'T WE BASICALLY NEED TO WRITE IT UP THAT WAY AND SAY WE DON'T HAVE ZONING FOR IT. HE SAID EVEN THOUGH A DISPENSARY IS COMING IN, WHOEVER IS GROWING IT CAN STILL GROW IT. THE MANAGER SAID EVEN FOR RECREATIONAL THE GUY WAS SAYING THEY CAN STILL GROW IT. HE SAID HE WAS ASKING HIM WHAT WOULD THE POINT BE TO BRING IN A DISPENSARY IF WE ALREADY HAVE 15 PEOPLE GROWING IT? HE SAID THEY WILL NOT HAVE THE EDIBLES OR THE CREAMS OR THE VAPES OR THE GUMMIES. HE SAID HE TOLD HIS WIFE THAT NOW THEY HAVE TO TALK TO THEIR KIDS, DON'T TAKE GUMMIES FROM ANYBODY.

COUNCILMEMBER MENDELSON SAID SHE THINKS THEY NEED TO FIND OUT WHAT THE SHERIFF'S INTENTIONS ARE IN TERMS OF ENFORCING THE LIMITS. HIS INTENTION MAY VERY WELL BE NOT TO WORRY, BUT THEY NEED TO FIND OUT WHAT HIS POSITION IS AND THEY NEED TO FIND OUT WHAT OTHER TOWNS ARE DOING AND THEY ALSO NEED TO LOOK AT TOWN POLICY IN TERMS OF TOWN EMPLOYEES USING IT. MAYOR THURMAN SAID ABSOLUTELY, THOSE ARE THE THINGS THAT SHE WANTED TO HAVE PUT ON THE AGENDA FOR THE NEXT MEETING. COUNCILMEMBER MENDELSON SAID THERE IS A TAX BENEFIT AND REVENUE BENEFIT IN PROVIDING FOR A DISPENSARY, SO WHATEVER YOU FEEL ABOUT IT PERSONALLY THERE IS ALSO AN ECONOMIC FACTOR. MAYOR THURMAN SAID SHARED REVENUE IS BASED UPON POPULATION. MAYOR THURMAN SAID IT IS ONE OF THE THINGS THEY NEED TO DETERMINE BECAUSE OF THEIR PLANNING AND ZONING. SHE SAID RIGHT NOW THEY HAVE A COMMERCIAL DISTRICT, BUT IF THEY ARE TALKING ABOUT WANTING TO CULTIVATE THEN THAT WILL HAVE TO CHANGE SOME OF THEIR ZONING. THE MANAGER SAID THEY CAN CULTIVATE RIGHT IN THE BACK OF THE BUILDING. THE MANAGER SAID THEY ARE NOT TALKING ABOUT 100 PLANTS, THEY ARE TALKING ABOUT GROWING IT IN A BACK ROOM. THE MANAGER SAID MOST OF THE STUFF FROM THE DISPENSARY HAS TO COME FROM SOMEBODY LIKE THE MARIJUANA PLACE IN WILLCOX.

COUNCILMEMBER WEARNE WANTED TO KNOW IF YOU HAVE TO BE SO MANY FEET FROM THE SCHOOL. THE MANAGER SAID HE ASKED THAT AND HE SAID WITH THE ADULT RECREATIONAL USE IT IS UP TO WHAT THE COUNCIL PUTS IN PLACE. COUNCILMEMBER MENDELSON SAID THEY HAVE NO WAY TO ENFORCE THAT, SO SHE THINKS THEY HAVE TO BE IN CONVERSATION WITH THE COUNTY AND WHAT THEY ARE PLANNING. THE MANAGER SAID THE COUNTY SENT THEM TO HIM. THE GUY HE TALKED TO TODAY SAID DEREK RAPIER SAID TALK TO THE TOWNS. MAYOR THURMAN ASKED IF HE TALKED TO CLIFTON AT ALL BECAUSE AT ONE TIME THEY HAD A MEDICINAL. MANAGER BASTEEN SAID IT IS ON THEIR AGENDA AS WELL. HE SAID IN THE PAPER IT IS ON EVERYONE'S AGENDA EXCEPT PIMA'S. HE SAID PIMA DOES NOT WANT IT. HE SAID

MEDICAL IS DIFFERENT THAN ADULT USE. HE SAID YOU STILL HAVE TO GO APPLY FOR A CARD IF YOU WANT MEDICAL USE, BECAUSE IT IS ALL DIFFERENT BUT STILL OUT THERE.

MAYOR THURMAN SAID FOR THE NEXT MEETING THEY WILL NEED INFORMATION. COUNCILMEMBER MENDELSON SAID THEY DEFINITELY NEED THE SHERIFF'S INPUT, BECAUSE IF THEY CANNOT ENFORCE ANYTHING IT IS MEANINGLESS TO HAVE ORDINANCES. VICE-MAYOR SMITH SAID OTHER CITIES AND TOWNS INFORMATION. MAYOR THURMAN SAID SHE DOES NOT THINK ANYONE HAS ANYTHING IN PLACE. VICE-MAYOR SMITH SAID THE CITIES FROM OTHER STATES THAT ALREADY HAVE THINGS IN PLACE. COUNCILMEMBER BLAKE SAID THE DEPARTMENT OF HEALTH HAS DRAFT RULES SET UP NOW THAT WERE JUST PUBLISHED ON THE 3RD. THEY ARE SAYING THERE IS ONLY GOING TO BE AN ADDITIONAL 12 LICENSES BECAUSE THE GROW AND DISPENSARIES HAVE TO BE LICENSED BY THE STATE AND THEY ARE SAYING THERE ARE ONLY GOING TO BE ANOTHER 12 LICENSES PER COUNTY ISSUED. THE MANAGER SAID HE HEARD THEY WANTED TWO LICENSES IN EVERY COUNTY. HE SAID FOR THEM TO APPLY FOR THE LICENSE IS IN 10 DAYS. THE MAYOR SAID THEY HAVE TO HAVE EVERYTHING IN BY THE 19TH. COUNCILMEMBER BLAKE SAID IT IS SAYING 12 NEW RECREATIONAL SALES ONLY LICENSES AVAILABLE IN RURAL COUNTIES THAT HAVE ONE OR NO MEDICAL RETAILERS. HE SAID WE WOULD QUALIFY. HE SAID THERE IS ONE RETAIL GROW OPERATION IN YORK, BUT THERE IS NOT A DISPENSARY. COUNCILMEMBER BLAKE SAID THE DEPARTMENT OF HEALTH WILL BE ACCEPTING APPLICATIONS FROM JANUARY 19TH TO MARCH 9TH. THE MANAGER SAID THEN IT IS A LOTTERY.

MAYOR THURMAN SAID THE OTHER ISSUE THEY NEED TO LOOK AT IS HOW THEY WILL HANDLE EMPLOYEES USING MARIJUANA. VICE-MAYOR SMITH SAID SHE THINKS THEY MIGHT ALREADY HAVE SOMETHING, SHE THINKS THEY JUST NEED TO MAINTAIN IT. COUNCILMEMBER BLAKE SAID IT DEPENDS ON INSURANCE, BECAUSE IF YOU ARE USING IT ON COMPANY TIME AND HAVE AN ACCIDENT OR INCIDENT IT IS STILL A FEDERALLY CONTROLLED SUBSTANCE AND YOU STILL HAVE AN ACCIDENT, SO IT MAY NOT BE COVERED. MAYOR THURMAN SAID THAT IT WOULD BE THE SAME THING IF YOU HAD AN EMPLOYEE WHO WAS DRINKING DURING WORKING HOURS. THE MAYOR SAID THEY NEED TO DOUBLE CHECK AND SEE EXACTLY HOW THAT WILL BE HANDLED. COUNCILMEMBER MENDELSON SAID THEY NEED TO SET BOUNDARIES. THE MAYOR SAID THEY NEED TO FIND OUT THE INFO AND THEN SET THE POLICY. VICE-MAYOR SMITH SAID BASED ON THEIR RESOURCES. MAYOR THURMAN SAID THEY NEED TO CHECK ON THE INSURANCE, CHECK WITH THE SHERIFF TO SEE IF HE WILL COME TO THE MEETING, GET A COPY OF DRAFT RULES FROM THE ARIZONA DEPARTMENT OF HEALTH SERVICES WEBSITE, SHE ENCOURAGED EVERYONE TO PULL THAT UP AND TAKE A LOOK AT IT. COUNCILMEMBER BLAKE SAID HE WILL FORWARD IT TO EVERYONE.

VICE-MAYOR SMITH SAID WHEN SHE FIRST STARTED HERE, DOUG BARLOW HEADED THE ECONOMIC DEVELOPMENT AND THAT WAS ONE OF THE THINGS SHE BROUGHT UP THAT THEY COULD POSSIBLY LOOK INTO PUTTING A WAREHOUSE IN TOWN.

THE MANAGER SAID HE IS SENDING A BUNCH OF STUFF TO THE COUNCIL THAT OTHER TOWNS ARE DOING. HE SAID HE JUST SENT A REVISION FROM THE LEAGUE.

MAYOR THURMAN ASKED FOR ANY OTHER DISCUSSION. THE MAYOR ASKED THE CLERK IF SHE CAN CHECK ON THE INSURANCE ON THE RECREATIONAL MARIJUANA. THE MANAGER SAID HE WILL CONTACT THE SHERIFF.

THE MAYOR ASKED FOR ANY OTHER DISCUSSION. COUNCILMEMBER BLAKE SAID AS THEY REVIEWED CLIFTON AND THE GENERAL PLANS. DOES SHE WANT THEM TO COME WITH IDEAS OR

COME WITH CONCRETE INPUT. MAYOR THURMAN SAID AT THIS POINT, THEY HAVE SOME THINGS IN PLACE AND THEY JUST NEED TO MAKE SURE THEY GET THEM ORGANIZED. SHE SAID IF THEY HAVE OTHER IDEAS THAT NEED TO BE INCLUDED, THEY JUST NEED TO KNOW WHERE TO PLUG THE INFORMATION IN AND WHAT ORDER THEY NEED TO PUT IT IN.

COUNCILMEMBER BLAKE WANTED TO KNOW HOW OLD THE MOST RECENT GENERAL PLAN IS. THE MANAGER SAID THEY WERE WORKING ON ONE AND THEN COVID HIT AND IT HAS BEEN OFF EVER SINCE. THE MAYOR SAID A CONSULTANT CAME IN AND THEY HAD PUBLIC MEETINGS AND THREE MEETINGS. SHE SAID IF YOU GO THROUGH CLIFTON'S THEY HAVE PRETTY MUCH DONE THE SAME THING, THEY JUST NEED TO GET MORE DETAIL ON IT. COUNCILMEMBER BLAKE SAID MORE OF IDEAS AND A VISION AND A TRAJECTORY ON IT.

MANAGER BASTEEN SAID THEY HAD POLICIES FROM OTHER TOWNS. THE CLERK WANTED TO KNOW IF THERE HAS TO BE A VOTE ON IT. COUNCILMEMBER BLAKE SAID THERE IS ALSO A SIXTY DAY REVIEW FOR PUBLIC INPUT. COUNCILMEMBER MENDELSON SAID SHE THINKS IT WOULD BE HELPFUL TO DISTRIBUTE BILL PUPO'S REPORT THAT HE SUBMITTED TO THE MANAGER AND TO THE COUNCIL. SHE ASKED IF THEY COULD GET PAPER COPIES OF THAT, SHE THINKS IT WILL BE VERY HELPFUL.

COUNCILMEMBER WEARNE WANTED TO KNOW HOW THE INSURANCE WORKS AROUND HERE. SHE SAID SHE NEVER SEES THAT ON THE REVENUE PAGE. THE CLERK SAID IT IS PAID OUT OF PAYROLL, BUT DOES NOT SHOW UP ON THE PAYROLL FORMS. THE MANAGER SAID THE ONES THAT GET INSURANCE ARE FULLTIME EMPLOYEES AND THEY ARE REQUIRED AFTER 20 WEEKS 20 HOURS TO GIVE SICK TIME. HE SAID IF EMPLOYEES WANT TO OPT OUT THEY CAN. COUNCILMEMBER WEARNE WANTED TO KNOW IF THE EMPLOYEES HAVE TO PAY A PREMIUM? THE MANAGER SAID NO. THE MANAGER SAID HE BROUGHT THAT UP TO THE COUNCIL AND THEY SAID IT WAS ONE OF THE PERKS TO WORK HERE. THE MANAGER SAID IT IS A CHUNK OF MONEY, THEY ARE RIGHT AT \$5,000 A MONTH. COUNCILMEMBER WEARNE WANTED TO KNOW HOW MANY EMPLOYEES ARE ON THERE. THEY SAID FIVE.

THE MAYOR SAID THEY STOPPED DOING THEIR WORKSHOPS AND SHE WANTED TO KNOW HOW OFTEN THEY WANT TO DO THE WORKSHOPS? THE COUCIL SAID EVERY TWO MONTHS. MAYOR THURMAN SAID SHE WOULD LIKE TO START WITH THE EMPLOYMENT AGREEMENT AND EVALUATION AND WORK WITH THE MANAGER IN GETTING TOGETHER AN EVALUATION FOR EMPLOYEES. SHE SAID SHE BELIEVES THE EMPLOYEES NEED TO BE INVOLVED IN THAT AS WELL. MANAGER BASTEEN SAID HE INVITED THEM ALL TODAY AND THAT IS WHY ISABEL IS HERE. MAYOR THURMAN SAID SHE WOULD LIKE TO HAVE THEM INVOLVED WITH WHAT THEY ARE GOING TO BE REVIEWED FOR, SO THEY KNOW THE EXPECTATIONS. THE COUNCIL AGREED. THE MAYOR SAID THEY CAN PROBABLY WORK ON THAT AFTER THE MANAGER OR MAYBE AT THE SAME TIME, DEPENDING ON WHAT THEY FIND OUT.

COUNCILMEMBER MENDELSON SUGGESTED THAT THE MAYOR AND MANAGER DECIDE WHAT CHUNK OF THE PLAN THEY WANT TO TACKLE IN THE NEXT WORKSHOP. THE MAYOR SAID SHE AGREES, THEY ARE GOING TO HAVE TO DO IT PIECE BY PIECE. SHE SAID SHE WOULD LIKE TO GO AHEAD AND TALK TO THE MANAGER AND THEY CAN TALK ABOUT IT AT THE NEXT MEETING.

VICE-MAYOR SMITH SAID IF THEY WANT TO CONTINUE WHAT THEY STARTED THEY WERE TALKING ABOUT INCREASING HOUSING, WHICH IS ONE OF THE SECTIONS. SHE SAID THEY CAN PIN THAT UP AND MAKE SURE THEY COMPLETE THAT PORTION OF IT. COUNCILMEMBER MENDELSON SAID SHE CAN DO A DIAGRAM FROM THE THINGS THEY PUT ON THE WALL AND

THE TWO DIFFERENT SESSIONS. MAYOR THURMAN ASKED COUNCILMEMBER MENDELSON THE LAST TIME THEY MET AND SHE DID A PRESENTATION, DID SHE TAKE A PICTURE OF EVERYTHING ON THE WALL. COUNCILMEMBER MENDELSON SAID YES, SHE TOOK A PICTURE. THE MAYOR SAID GOOD, BECAUSE EVERYTHING ON THE WALL HAS BEEN REARRANGED.

MANAGER BASTEEN WANTED TO KNOW IF THE COUNCIL GOT THE NOTE HE SENT THAT DOLLAR GENERAL WAS COMING IN. THE MAYOR WANTED TO KNOW WHEN HE SENT THAT. THE MANAGER SAID HE SENT IT IN A GROUP TEXT. COUNCILMEMBER BLAKE SAID HE RECEIVED ONE. COUNCILMEMBER WEARNE ASKED IF THAT IS OUTSIDE TOWN LIMITS. THE MANAGER SAID YES. SHE WANTED TO KNOW WHY THEY CANNOT GET THEM IN THE TOWN LIMITS. THE MANAGER SAID DVEC HOLDS A LOT OF PROPERTY VALUE, SO HE HAS TO PITCH IT TO DVEC TO COME INTO TOWN LIMITS, BUT ONE OF THEIR WORRIES IS SOMEBODY IN VIRDEN HAVING TO PAY TAXES ON STUFF. HE SAID STEVE HAS WORKED THAT OUT AND HE THINKS HE JUST NEEDS TO REVISIT WITH HIM.

HE SAID GENERAL DOLLAR CALLED LAST WEEK ASKING ABOUT WATER AND SEWER. THE MAYOR ASKED WHERE. HE SAID RIGHT NEXT TO FAMILY DOLLAR. COUNCILMEMBER BLAKE SAID THEY DECIDED THAT SENDING A HALF EMPTY TRUCK TO CLIFTON TO STOCK THAT STORE WAS KIND OF STUPID WHEN THEY COULD PUT A STORE IN DUNCAN SINCE THEY ALREADY HAVE ONE IN LORDSBURG; THEY COULD PUT THREE STORES ON ONE TRUCK.

THE MANAGER SAID COUNCILMEMBER MENDELSON RECEIVED THE TEXT BECAUSE SHE RESPONDED TO HIM.

COUNCILMEMBER MENDELSON SAID THEY NEED TO PUT THIS ON THE AGENDA BECAUSE THEY NEED TO MAKE CLEAR TO THEM THAT THEY INTEND TO ANNEX THAT PART INTO THE TOWN. SHE WOULD LIKE THEM TO RESPOND TO THAT. MANAGER BASTEEN SAID USUALLY THEY DON'T CARE. COUNCILMEMBER BLAKE SAID IT JUST HAS TO TOUCH TOWN LIMITS, CORRECT? THE MANAGER SAID YES. COUNCILMEMBER BLAKE ASKED IF THE TOWN LIMITS ENDS AT CARLYSLE? THE MANAGER SAID THE TOWN LIMITS IS THE ROAD, SO EVERYONE TOUCHES THE TOWN LIMITS. COUNCILMEMBER BLAKE WANTED TO KNOW HOW THAT IS LEGAL? MAYOR THURMAN SAID IT WAS DONE MANY YEARS AGO. COUNCILMEMBER BLAKE SAID EVEN MANY YEARS AGO THAT WAS STATE RIGHT OF WAY.

COUNCILMEMBER MENDELSON SAID SHE WOULD LIKE TO HAVE ON THE AGENDA THE DISCUSSION THAT BEGAN WHEN DOUG BARLOW WAS STILL ON THE COUNCIL OF PLANNING TO PUT A SURCHARGE ON UTILITY COSTS FOR PROPERTIES THAT DECLINE TO BE ANNEXED INTO THE TOWN WHEN THEY ARE APPROACHED TO BE ANNEXED. SHE SAID SO THEY CAN LET DOLLAR GENERAL KNOW THAT THEY WILL EITHER BE ANNEXED AND AGREE TO THAT OR THERE WILL BE A SURCHARGE ON THEIR WATER AND SEWER.

THE MANAGER SAID HE WAS ASKING HERATIO HOW SAFFORD DOES THAT BEFORE HE RETIRED. HE SAID THEY CALL IT A TRANSMISSION FEE BASICALLY CHARGING PEOPLE AN EXTRA \$20 A MONTH TO RUN THE WATER OUTSIDE TOWN LIMITS FOR THEM, BUT HE RETIRED, SO NOW HE HAS TO WORK WITH A NEW GUY.

MAYOR THURMAN ASKED IF THAT WOULD BE ON A MONTHLY BASIS. THE MANAGER SAID YES. COUNCILMEMBER MENDELSON SAID THEY DROPPED THE ANNEX TALKS, BUT SHE THINKS IT IS TIME TO GET IT BACK ON THEIR RADAR SO PEOPLE IN THOSE AREAS KNOW THAT IT IS ON OUR RADAR AND IT IS GOING TO HAPPEN.

COUNCILMEMBER WEARNE ASKED THE MANAGER THAT IF FAMILY DOLLAR AND DOLLAR GENERAL WERE ANNEXED IN THE TOWN, THEN DVEC WOULD HAVE TO BE ANNEXED TOO. THE MANAGER SAID FROM WHAT HE HAS BEEN READING PEOPLE USUALLY HIRE A LAWYER TO TAKE CARE OF THIS. HE SAID THE DIMENSIONS ARE SO MUCH WIDE BY SO MUCH LONG TO QUALIFY. HE SAID YOU JUST CAN'T STRIP ANNEX ANYBODY ANYMORE. COUNCILMEMBER BLAKE SAID HE WAS READING THE DIMENSIONS AND IT IS NOT THAT MUCH. HE SAID YOU ARE LOOKING AT 1/10TH OR 1/7TH OF AN ACRE HOUSE, HE SAID YOU CAN'T EXCLUDE SOMETHING THAT SMALL IT HAS TO BE LARGER THAN THAT. HE SAID YOU ARE ONLY LOOKING AT 150 TO 170 SQUARE FEET. HE SAID UNDER THE PUBLICATIONS IN THE LEAGUE OF CITIES AND TOWNS THERE IS A GUIDE FOR ANNEXATION.

THE MAYOR ASKED COUNCILMEMBER MENDELSON IF SHE WANTS THE SURCHARGE BACK ON THE AGENDA. COUNCILMEMBER MENDELSON SAID SHE WOULD LIKE TO RESTART THE DISCUSSION OF THE TOWN ANNEXATION PROCESS WITH THE SURCHARGE AS AN ELEMENT. MAYOR THURMAN ASKED FOR ANY OTHER DISCUSSION AND ANY ITEMS THAT THEY WOULD WANT ON THE AGENDA. SHE THINKS IF THEY START OFF THIS WAY THEY WILL MOVE FORWARD ESPECIALLY IF THEY MEET EVERY OTHER MONTH TO DO THE WORKSHOPS. SHE THANKED EVERYONE FOR PARTICIPATING AND BEING HERE AND THEY HAVE A FEW PEOPLE WHO ARE WATCHING THROUGH ZOOM AND SHE THANKED THEM FOR LISTENING.

2. ADJOURNMENT:

DISCUSSION AND ACTION: AT 2:33 PM, COUNCILMEMBER JILL WEARNE MOTIONED TO ADJOURN. VICE-MAYOR VALERIE SMITH SECONDED. ALL FAVORED. MOTION CARRIED.

CERTIFICATION:

I HEREBY CERTIFY THAT THE FOREGOING MINUTES ARE A TRUE AND CORRECT COPY OF THE WORKSHOP MINUTES OF THE DUNCAN TOWN COUNCIL HELD ON THE 8TH DAY OF JANUARY, 2021. I FURTHER CERTIFY THAT THE MEETING WAS DULY CALLED AND HELD AND THAT A QUORUM WAS PRESENT.

DATED THIS 24TH DAY OF JANUARY, 2021.

CYNTHIA NICHOLS, TOWN CLERK