

Regular Meeting Minutes
Duncan Common Council
Thursday, January 12, 2023; 4:00 pm
Duncan Town Hall, 506 SE Old West Highway
Duncan, Arizona 85534

Call to Order: Called to order at 4:00 p.m.

Roll Call: Mayor Blake present, Vice-Mayor Smith present, Council Member Wearne present, Council Member Show present, Town Manager Hinton present, and Assistant Town Clerk Alyssa Traugher present.

Pledge of Allegiance: Led by Mayor Blake.

Prayer: Led by Council Member Wearne

1. **Christmas Light Parade Award Presentation:** Mayor Blake presented awards to the following:
Pelto Family - Best Use of Theme
Hill Family of Lordsburg – Most Original
Duncan Valley Electric Co-op and The Grinch – Best Use of Lights
2. **Consent Agenda:**
 - a. **Approval of November 10, 2022 Regular Meeting Minutes.**
 - b. **Approval of December 8, 2022 Regular Meeting Minutes.**
 - c. **December 2022 Payment Approval Report.**
 - d. **Financial Report. ** PAID OFF LOADER**

Mayor Blake motioned to approve the consent agenda. Vice-Mayor Smith seconds. All in favor. Motion carried.

3. **Call to Public:** No calls to the public.

4. **Summary of Current Events:**

- a. **Mayor's Report: Mayor Blake** – Not much to report, getting things approved that were approved last month, deeds, equipment, and vehicles. Speaking with DOH AZ Commerce Authority, Credit Unions to solve financial desert. Identified AZ First Leakage Study. Fresh food available. Taken on myself to try and figure out what to do with vacant properties. Small business development and college funding grants.
- b. **Council Members Report: Council Member Wearne** – Thanks to everyone – parade. **Council Member Show** – Attended the conference for newly elected officials – was able to sit with someone I didn't personally know – enjoyed myself. Duncan Women's Club Valentine Dinner. Pre-orders are accepted. Non-Profit barbeque, all funds will go to the community.

- c. **Town Manager's Report:** Submitted Smart Grant to SEAGO and ADOT for engineering services – \$1M with all the work that needs to be done. Thursday tact meeting with SEAGO. Thursday meeting with State Parks - get 50% match. Curtis Landscaping – sandblast the pool, new ladders, sprinkler system. Western Industrial – FMI's contractor – get the plane put back in the air. Next month first CDBG hearing for 100k grant. Money left over from meter project; 3 weeks to do – Crew of 10 people start on the 23rd of January; get systems connected and boar done. Drainage done for Hunter Estates. Next month Facilities Grants – presentation to tell you how things go. Huge community involvement. Exciting thing!! Storage boxes delivered – trailer cleared out. Roll up doors – first of February. Working on estimates for water system. Working on next year's budget – quite pleased. A few thousand went to Caselle for system software needed for the new meter utility management. Sewer and water balanced and done. GF a little off. Tried to back off on HURF a little bit, but its balanced. HURF will be in good shape. Need to balance bank statements. Limit is low on credit card – can't get an increase without financial information.

5. Review of Bids:

- a. **Parcel # 500 01 013: Council Member Wearne motioned to reject the bid of \$2,500. Mayor Blake seconded. All in favor. Motion carried.**
- b. **Parcel # 500 03 007B: Mayor Blake moved to table item b. Council Member Wearne seconded. All in favor. Motion carried.**
- c. **Parcel # 500 09 043B: Vice-Mayor Smith motioned to accept the bid of \$1,500. Council Member Show seconded. All in favor. Motion carried.**
- d. **Parcel # 500 28 008: Mayor Blake motioned to reject the bid of \$100. Vice-Mayor Smith seconded. All in favor. Motion carried.**
- e. **Parcel # 500 28 014: Vice-Mayor Smith motioned to accept the bid of \$500. Council Member Show seconded. All in favor. Motion carried.**
- f. **Parcel # 500 29 012: Council Member Show motioned to reject the bid of \$1,500. Mayor Blake seconded. All in favor. Motion carried.**

- 6. Resolution 2023-1 Authorizing Investment in Local Government Investment Pool (LGIP): Mayor Blake moved to adopt Resolution 23-1. Vice-Mayor Smith seconded. All in favor. Motion carried.**

- 7. Fee Schedule: Hinton – trying to build consistency in program, also give incentive to annex.**

- 8. Discussion of Date and Time of Next Meeting: 2nd Thursday, February 9th at 4:00 p.m.**

9. Discussion of Items for Next Meeting:

- a. Presentation- AZ First
- b. CDBG Public Hearing
- c. Mental Health Crisis Response

- 10. Adjournment: Council Member Wearne motioned to adjourn. Vice-Mayor Smith seconded. Meeting adjourned at 5:21 p.m.**

Certification: I hereby certify that the foregoing minutes are a true and correct copy of the Regular Meeting held on the 12th day of January, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 8th day of February, 2023

Regular Meeting Minutes, January 12, 2023

A handwritten signature in cursive script, appearing to read "Alyssa Traugher".

Assistant Town Clerk

Alyssa Traugher