

**Public Hearing Minutes  
Duncan Common Council  
Thursday, February 9, 2023; 4:00 p.m.  
Duncan Town Hall, 506 SE Old West Highway  
Duncan, Arizona 85534**

**Call to Order – Public Hearing:** Meeting 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, Assistant Town Clerk Alyssa Traughber present.

- 1. Public Hearing: Town Manager Hinton** - The funds we get 2 years in a row, we get one at a time, \$100k. Ideas for that, Bore Project, anything extra could be used for pipes. SCADA system, although, may build a different grant for that. Road work possible, for example, East Ave. Spoke to an engineer and we figured what it might cost. We have 2,400 ft. by 30 ft. wide paving, base, curb, side walk and drain. That alone is over \$1M, without figuring in engineering costs.

**Keith Dennis -SEAGO** –Mr. Dennis takes a moment to introduce himself and briefly describe what CDBG does. -- In 2019 Duncan used CDBG to do a planning grant meeting they didn't actually do any work on the ground. It was to procure an engineer and do an environmental review clearance for the Hunter Estates area primarily, and it was for some work to be done on Chaparral Rd. and McGrath Ave. The area around the post office on Main Street would require less engineering and more of just repair. **Colonias Grant:** There is a possibility that next year we may be able to combine CDBG funds with a Colonias Grant.

The Colonias Grant can be used for:

1. Water
2. Wastewater
3. Flood Control
4. Housing Rehab. Owner occupied- low income.

**Sherriff Tim Sumner** - Housing: Older citizens, many houses that can be used for those whom cannot live in their own homes any longer.

**Ideas for possible projects:** Drainage at High Street, D Street, issues with drainage, high water flow, high washouts, water safety, water saving improvements, low flow shower heads, water systems. Senior Center that can also be used as a Youth Center - Community Center. Skate Park. Adding a park to Hunter Estates to keep kids from having to cross the highway.

- 2. Adjournment of Public Hearing:** Council Member Wearne motioned to adjourn. Council Member Show seconded. Meeting adjourned at 4:37 p.m.

**Regular Meeting Minutes  
Duncan Common Council  
Thursday, February 9, 2023; 4:00 p.m.  
Duncan Town Hall, 506 SE Old West Highway  
Duncan, Arizona 85534**

**Call to Order:** Called to order at 4:38 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 Traughber present.

**Pledge of Allegiance:** Led by Mayor Blake

**Prayer:** Led by Mayor Blake

**1. Consent Agenda:**

- a. **Approval of January 12, 2023 Regular Meeting Minutes.**
- b. **Approval of January 2023 Financial Reports.**

**Council Member Show motioned to approve the consent agenda. Mayor Blake seconds. Motion carried unanimously.**

**2. Call to Public:**

**Amber Sumner:** Spoke of her concerns involving The Duncan Food Bank and Mr. Blake.

**Tim Sumner:** Spoke of his concerns regarding email from Mayor Blake about a violation of Open Meeting Law.

**3. Summary of Current Events:**

- a. **Mayor's Report:** Little to report, working with Town Manager on multiple things.  
**Vice – Mayor Smith – Emergency Preparedness Committee:** Army Corp of Engineers will be redoing our EOPP. Our committee meeting is postponed until October.
- b. **Council Members Report:** Nothing to report.
- c. **Town Manager's Report:** Meter guys will be back on Wednesday. Working on the harder meters. Met with ADEQ Engineer, working on plans for bore and connection, get permit from ADOT for us if I get specifics on well, they will do that for us also. Technical Assistance Smart Grant - Bowman Engineering is working on cost estimate to go along with the grant. Submitted the USDA grant for the building repairs to Town Hall, \$40k. The attorney and I are working on a plan and zoning code. Briefly went over a few things regarding building permits, population estimates, and demolition permits. Pool: paint has been ordered, sand blast, ladders, sprinkler systems. Western Industrial assured they will get the jet up. AZ State Prison to clean up park. Pool to be opened hopefully May 1<sup>st</sup>. The High School will be doing a seal for the conference room. Shop: Roll up

door will go up next week . Trailers are gone. 2 bins will go up soon. Estimate on the road \$10-\$15 M. Vice-Mayor Smith: With the USDA grant could we have ADA accessible or compliant added to the building? East Ave fill pot holes.

4. **Victoria Ochoa with Local First Arizona: Presentation: Developing a Community Facilities Plan via a USDA – funded Effort:** A printed copy of the presentation, has been attached.
5. **Vice Mayor Valerie Smith - Mental Health Response Committee:** Vice-Mayor Smith sent a few invitations to individuals, waiting to hear back from them. Sheriff Sumner is on that list. Goal: having a sideline number available rather than 911, that can send out someone who is trained to help in a mental crisis. Board of Supervisors. Build a group for policies.
6. **Katrina Lunt - Substance Abuse Coalition:** Recently resigned. Unable to be here today.
7. **Review of Bids:**
  - a. **Parcel # 500-14-008: Mayor Blake moved to accept the bid of \$2,000. Vice-Mayor seconded. All in favor. Motion carried.**
8. **Ratification of Clifton IGA for Building Inspection: Mayor Blake motioned to accept the Ratification of Clifton IGA for Building Inspection. Vice-Mayor Smith seconded. All in favor. Motion carried.**
9. **Discussion of Date and Time of Next Meeting: 2<sup>nd</sup> Thursday, March 9<sup>th</sup> at 4:00 p.m.**
10. **Discussion of Items for Next Meeting:**
  - a. Second Public Hearing.
11. **Adjournment: Mayor Blake motioned to adjourn. Council Member Show seconded. Meeting adjourned at 5:47 p.m.**

**Certification:** I hereby certify that the foregoing minutes are a true and correct copy of the Combined Public Hearing and Regular Meeting held on the 9<sup>th</sup> day of February, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

**Dated this 9<sup>th</sup> day of March, 2023**

**Regular Meeting Minutes, February 9, 2023**



**Assistant Town Clerk  
Alyssa Traughber**