

Combined Public Hearing and Regular Meeting

Public Hearing Minutes
Duncan Common Council
Thursday, April 13, 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 4:02 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 Traugher present.

1. Public Hearing:

Mayor Blake read, aloud, the 'pick list' (below), then opened the floor to the public. There was no public input. Discussion amongst the council, as to what project would be chosen.

Pick List: 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. Housing: Older citizens, many houses that can be used for those whom cannot live in their own homes any longer. Bore, booster pump. Fire hydrants. Duncan Theater – tear down and turn around – declare area slum and blight.

2. Adjournment of Public Hearing: Council Member Wearne motioned to adjourn. Vice-Mayor Smith seconded. Meeting adjourned at 4:07 p.m.

Regular Meeting Minutes
Duncan Common Council
Thursday, April 13, 2023; 4:00 p.m.
Duncan Town Hall, 506 SE Old West Highway
Duncan, Arizona 85534

Call to Order: Meeting called to order at 4:13 p.m.

Roll Call: Quorum present.

Pledge of Allegiance: Led by Mayor Blake.

Prayer: Led by Mayor Blake.

1. Consent Agenda:

- a. **Approval of March 9, 2023 Combined Public Hearing and Regular Meeting Minutes.**
- b. **Approval of March 23, 2023 Special Meeting Minutes.**
- c. **Approval of March 2023 Financial Reports.**

Mayor Blake moved to accept the consent agenda. Vice-Mayor Smith seconded. Motion carried unanimously.

2. Call to Public:

Sheriff Tim Sumner –Discussed best practices for open meeting law. Also brought to our attention that item 11 on the agenda was titled incorrectly, and that according to open meeting law, item 11 would not be appropriate for today’s meeting. Hinton agreed that item 11 was a typo, but suggested that council act on it and ratify it at the next meeting.

Heather Seegmiller Community Development for FMI – 2023 CIFS Grant is coming up. The application opens for the cyber grants on May 15th the application closes at 5:00 p.m. on July 14th Reviews in July. Interviews will be between Aug, Sept and Oct. which will be virtual. Approvals as well as declines will be sent by October 30th. That will be the last possible date that they will notify you if you have received the grant or not.

Reminder: EARTH DAY!! APRIL 22ND Free plants at Centennial Park. 9-2.

3. Summary of Current Events:

- a. **Mayor’s Report:** Met with Mr. Hinton and Martha Lujan. Community investment foundation. Concerning a process to look at community resiliency dealing with the entire scope of the things that may be needed in the community to stay more re most economically, financially, also health wise. Greenlee County are next on the list. Starting initial phase of the process to identify what members will serve on the board. Spoke with Veronica from Local First AZ concerning the facilities grant process.

Vice Mayor Smith: Nothing to report.

- b. **Council Members Report: Council Member Wearne:** Spoke to Veronica from Local First AZ. Waiting on a survey from her. Also thank you to the staff for working on the cemetery.

CONGRATS TO DONNA SHOW, FOR ALL OF YOUR ACHIEVEMENTS IN SCHOOL!! YOU HAVE DONE AN AMAZING JOB!!

Council Member Show: Fourth of July Parade: HOMETOWN HEROS - FIRST RESPONDERS, Grand Marshalls.

- c. **Town Manager's Report:** Find out ways to fund the 4th of July. It was not put into the budget last year. We will need to collect donations. Last year's cost was \$7K, this year, probably closer to \$10K with inflation. Water meter installations have hit a snag, having trouble getting all of the parts to finish the 40 meters. Programming the handheld, hopefully in the next few weeks that will be all up and going. Thanks to Sheriff Sumner, we have talked over some options about the school signs and replacing the faded ones. Need to talk to Mr. Merrell's and see what his feelings are on this. The signs are close to about \$1500. Smart Grant was awarded and added to the TIP this week. Engineers to start work. Engineer – Roads and Drainage. \$595K. Will be doing the entire town. 3 sections: North, South and Hunter. Once we get all the engineering, in '24 we will go after the construction money. Also put in for a directed spending grant with the congressman and that has made his list for about \$300K+ for drainage – house list. USDA Grant to see if they are going to fund the foundation of the building - submitted, accepted, waiting on decision. Going with State Parks, and use the funds from FMI to match for parks to get that much more for the parks. Centennial Park is getting cleaned up. Cut the weeds and grass picked up trash and fertilized. Now working on Veterans Park. Western Industrial has gone up there and cut some of the old stuff out of the plane and on Friday they will be back up to work on the pedestal itself. They are building a new structure to go inside of the plane, they needed to get some pins fabricated and 1st week of May they are confident that they will have it up, fixed and ready to go. Curtis Landscape has been up at the pool all week, pressure washing both pools. Then they will paint. Friday, more electrical work to be done. The playground area has been cleaned up, and we will be replacing the sand and volley ball net. Fixed the washout on the side, and have gotten the fence back in place, and put a few drains in there. Haven't heard anything back from Public Corrections. We have a part time person working on that, and we have decided to do the work ourselves. Purchased some fine entry equipment once that gets in, we will go back to the lift station and fix the leak and get that going ourselves. Hopefully the electricity is up and running. The engineers are working on a plans for the bore and new wells for the watering system, they will be up next week to put some monitoring systems on the fire hydrants to test the pressure and the zones to connect the systems the correct way.

CDBG Project: no funds to do either the Bore nor the connection, maybe use funds to do this.

PAL: Sponsor and work with them on youth activities. Talked to our liability insurance at the Risk Pool., and they wouldn't charge us more for us to cover this program under our

umbrella. We would have to have our own liability release. They have a volunteer board that runs the show. Give them an accounting has to be under the Town, let them continue to run all things and the Town support. Registration in the next 2 weeks for summer camps.

4. **Decision on CDBG Project: Vice Mayor Smith moved to use CDBG funds for the Bore Project: Under Hwy 75 – Existing water line to Carlisle Road connecting the systems. Council Member Wearne seconded. Vote unanimous.**
5. **2023-2024 Tentative Budget: Mayor Blake moved to accept the 2023-2024 Tentative Budget for the Town of Duncan in the amount of \$16,463,288. Council Member Wearne seconded. Unanimous.**
6. **Fee Schedule: Discussion Only**
7. **Review of Bids:**
 - a. **Parcel # 500-31-073A**
Add \$10K (funds received to fix the Town House) to the bids, if we sell as is, then we keep \$10K and we don't have to fix it.

5 MINUTE RECESS

MEETING RECONVIENED at 5:18 p.m.

Council Member Wearne motioned to table. Vice- Mayor Smith seconded. Motion does not pass. Mayor Blake moved to reject the bid of \$32K and accept the bid of \$20K. Council Member Show seconded. Motion carried unanimously.

8. **Review of Bid Roof Repairs for Pool Building and Restroom: Vice Mayor Smith motioned to accept the bid of \$18,126 for the Roof Repairs for the Pool Building and Restroom. Mayor Blake seconded. Unanimous.**
9. **Cemetery Policy: Mayor Blake moved to accept the requiring of vaults and collection of a recording fee for the interments in Duncan Cemetery. Vice Mayor Smith seconded. Unanimous.**
 - a. We will no longer sell any plots on the old side of the cemetery.
 - b. Keep hard copy in book as well as an electric copy.
 - c. Record all deeds with the recorders office.
10. **Duncan Public Library – Jackie Hale: Proposal to Council for Utility Payment: Discussion Only**
11. **Animal Control Agreement with the Town of Clifton: Mayor Blake motion to accept the agreement. Vice Mayor Smith seconded. Unanimous.**

~~12. Resolution 23-04 Designating the Chief Fiscal Officer for Officially Submitting the Fiscal Year 2021 Expenditure Limitation Report to the Arizona Auditor General:~~

~~Discussion and ActionCommon Council~~

13. Discussion of Date and Time of Next Meeting: 2nd Thursday, May 11th at 4:00 p.m.

14. Discussion of Items for Next Meeting:

- a. **Town of Duncan PAL**
- b. **Library Utilities – Possible Action**
- c. **Marshall Lehman**

15. Adjournment: Council Member Wearne motioned to adjourn. Vice-Mayor Smith seconded. Meeting adjourned at 6:07 p.m.