

**MEETING MINUTES FOR THE REGULAR MEETING OF THE  
TOWN OF DUNCAN COMMON COUNCIL  
September 7, 2023**

Councilmembers present: Mayor Blake, Vice Mayor Smith via zoom, Councilmember Wearne, Councilmember Show

Welcome and Call Meeting to Order at 4:00 p.m.

Pledge of Allegiance led by Mayor Blake; Prayer led by Councilmember Wearne

**1. CONSIDERATION OF THE SMART GRANT ADOT IGA:**

To put a consultant on board to do the actual construction and drainage plans. Mayor Blake moved to accept. Councilmember Wearne seconded. Unanimous.

**2. CONSENT AGENDA:**

The swimming pool went well. We took in more than what we budgeted for. There is an extra month of police, it was paid at the end of the month, so next month we won't have that. The water is in the black, there were a couple purchases there. The manholes went into water instead of sewer, but the county will reimburse us for that. Had to buy a new atmospheric valve. The sewer, the generator, costs around \$3,800 between the propane tank, generator and getting everything all set up. The flow meter at the ponds went out, and we had to replace that, about \$3,000. The sewer continues to worry me. I haven't put in the new rate that was passed in May, with the budget, but I don't think that it will have a material effect on the revenue that we are generating in the sewer. , I feel as though the rate is not enough to cover it, some go up and some go down, even if some go up, it is not by that much. I think that we need to seriously consider a rate change, which is based on water usage, now that we have accurate water flow, to make it more realistic. The residential sewer fee is \$35.00. Mayor Blake asked if a rate study needs to be done, or are we able to compare what other towns are doing? Mayor Blake mentioned that Clifton does not base it on water usage although their sewer plant has not been working for many years, they still charge a flat fee. Town Manager Hinton said that Thatcher has a flat fee and Safford is based on usage. Highway users are right-side up. The sewer is upside down, but part of that is the two large charges. Also having a problem with the late fees being about 3 or 4 hundred dollars less than what it should be. The first couple of months are hard to balance the budget. Without the extra charges we would have been all right if it wasn't for the swimming pool being opened. Mayor Blake asked how much was in the pool fund from the bond for the damages to the pool. Although the pool fund account was moved into one account, Hinton confirmed we are still receiving a few hundred dollars here and there for the damages, but it is not enough to cover the amount of the pool.

Mayor Blake moved to approve the consent agenda items. Councilmember Wearne seconded. Unanimous.

**3. CALL TO THE PUBLIC: NONE**

**4. SUMMARY OF CURRENT EVENTS:**

- A.) Mayor Blake: Conference went well. Vice Mayor Smith: Will send the notes she has for the meeting minutes.
- B.) Councilmember Wearne: Budgeting and media seminars. legislature, it's kind of a catch 22 in a small town. The league does a lot of the battling for the cities and towns at the legislature that keeps them from making crazy laws that will affect the towns. Budgeting It was so nice to be able to sit there knowing that we have a budget and to have goals and to shoot for things.  
Councilmember Show: Cultivating. The lady from Bisbee with the 1000 stairs, I learned that out of 91 municipalities, 78 municipalities were represented, so I was thinking of what we can do in Duncan.

Councilmember Show suggests a breast cancer walk for Duncan, although the kids at the Jr High School have the paint run, but this could include the entire town. Attended the affordable housing seminar as well. There are a few other ones that I attended that I did not take notes on.

- C.) Town Manager Hinton: Getting ready to submit the State Parks Grant, \$1 Million or more; \$600,000 or \$800,000, and the rest matched.

Cultural review for State Parks, they found nothing, waiting on the no findings report, we should have that in a week or two.

CDBG: changes made; putting in a well, instead of the bore. Had a conference call with the guy from state parks, and he is on board with it. \$100,000, I figure \$80,000 -85,000 maybe gives us a well, piping, and a pump. \$10,000 for power, even with a new 12,000-gallon poly vault tank, will bring in less than \$80,000. This grant will get it all done. With the other plan, there were a lot of variables I could not control, this way we will be in decent shape.

Directed spending grant from Ciscomani's office; it is in there, it will not be dropped, we are just waiting for congress to decide when it will pass.

WIFA: submitted \$380,000 for 6" pipe and valves to replace smaller feed lines at Hunter Estates; another pressure pump. Once everything is done, my goal is to supply enough water, so that the fire hydrants can be opened and not quit after a few minutes, also so the school can fill up their tanks without residents losing water pressure.

FMI: waiting for the review process; have not heard anything yet, but we are hopeful.

United Way: next week submit for shade structure and water slide.

SEAGO: reconstruction of High St. \$1.8 million; Stadium to Highway – High St. first street in Duncan; paving, curbs, gutters, sidewalk at least on one side.

Still no audit.

Still working the meters out; found out that we need the latitude and longitude on each account.

**5. DISCUSSION OF DATE AND TIME FOR NEXT MEETING:**

October 12, 2023, at 4:00 p.m.

**6. DISCUSSION OF ITEMS FOR NEXT MEETING:**

Update on crisis response hopefully.

Sewer rates, information only.

**7. ADJOURNMENT:**

Motion made to adjourn the meeting at 4:45 p.m. by Councilmember Show and was seconded by Vice Mayor Smith.

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the regular meeting of the Town of Duncan Common Council held on the 7<sup>th</sup> day of September 2023. I further certify that the meeting was duly called and that a quorum was present.

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Alyssa Traughber, Assistant Town Clerk