

**Public Hearing Minutes
Duncan Common Council
Thursday, February 8, 2024; 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.

Public Hearing: MAYOR BLAKE WENT OVER THE PURPOSE OF THIS MEETING AND OPENED THE FLOOR TO THE PUBLIC FOR ANY INPUT FROM THE COMMUNITY.
MAYOR BLAKE THEN READ ALOUD THE ITEMS THAT WERE DISCUSSED AT THE LAST MEETING.

SAFETY ISSUES REGARDING THE PARK IN TOWN
LIGHTING FOR THE PARK IN TOWN
HOUSING REHAB
HANDICAP ACCESSIBLE PARKS
WATER AND WASTEWATER IMPROVEMENTS.

NO PUBLIC INPUT.

1. **Adjournment of Public Hearing:** Closed Public Hearing at 4:07 p.m.

PUBLIC NOTICE
PROPOSED CDBG PROJECTS

The Town of Duncan is expected to receive \$100,000 in FY 2025 CDBG funds from the Arizona Department of Housing Regional Account (RA). The Town also intends to apply for up to \$1.9 million in Colonias Set Aside CDBG account Funds. CDBG funds must be used to benefit low-income persons and areas, alleviate slum and blight or address urgent need. Based on citizen input as well as local and state planning objectives, potential projects will be selected to be forwarded to the State of Arizona with a request for funding. A public hearing will be held at a Council meeting on February 8th, 2024, at 4:00 pm inside Duncan Town Hall, 506 SE Old Hwy Duncan, AZ 85534, to discuss the potential projects. It is expected that the Council will select two projects at this hearing, 1 Regional Account and 1 Colonias CDBG project and adopt applicable resolutions. The potential CDBG projects are as follows:

Safety issues regarding the park in town

Lighting for the park in town

Housing rehab

Handicap accessible parks.

Water and Wastewater improvements

To review project proposals, file grievances or learn more about the CDBG program contact the following:

Name, Title: Alyssa Traughber, Assistant Town Clerk

Organization: Town of Duncan

Address: 506 SE Old West Highway

City, State, Zip: Duncan, AZ 85534

Telephone: (928) 359-2791

Fax: (928) 359-9146

Persons with disabilities who require accommodation may contact Alyssa Traughber at the above location at least 48 hours before the hearing.

**Regular Meeting Minutes
Duncan Common Council
Thursday, February 8, 2024; 4:00 p.m.
Duncan Town Hall, 506 SE Old West Highway
Duncan, Arizona 85534**

Call to Order: MEETING CALLED TO ORDER AT 4:08 P.M.

Roll Call: Mayor Blake present, Vice-Mayor Smith present, Councilmember Wearne present, Councilmember Show present. Quorum.

Pledge of Allegiance and prayer: Led by Mayor Blake.

1. **No call to public.**
2. **Consent Agenda:**
 - a. **Approval of January 11, 2024, Public Hearing Meeting Minutes.**
 - b. **Approval of January 11, 2024, Regular Meeting Minutes.**
 - c. **Approval of January 2024 Financial Reports.**

Vice-Mayor Smith motioned to approve the consent agenda. Councilmember Show seconded. Unanimous.

3. Summary of Current Events:

- a. **Mayor's Report:** Little League sign-ups are starting tonight.
- b. **Council Members Report:** Councilmember Wearne, thank you to all of the employees for all they do. Councilmember Show, HAPPY BIRTHDAY PAM.
- c. **Town Manager's Report:**
 - Leak in the roof. Turned in claim, but not sure if it will be covered, considering the storm did not cause the damage, lack of maintenance is the reason the roof is damaged.
 - SMART Grant off to a start. Had a meeting with engineer and ADOT for the roads. Approved WIFA State Parks. Phase 1 – High St. to Main St; Phase 2 – Hunter Estates, tie with direct spending grant, drainage. Phase 3 – rest of the town.
 - Grant from United Way – cannot use the United Way money until the contract is signed by state parks.
 - CDBG working on tomorrow – council meeting may need to be pushed back or we may have to have a special meeting. We can't bid anything out yet.
 - Ocotillo St. we borrowed a machine from the Town of Clifton. Grading is about 2/3 of the way done.
 - Engineer for the lift station – call with ADEQ on Friday.
 - Sewer Rate Study ongoing, no time frame yet.
 - The slide cannot be put up until next year. Although we have the money to pay for it, we cannot pay it until the contract is signed by state parks.

4. Consideration of Resolution 24-01 Authorizing the Mayor to Execute a Water Conservation Grant Fund:

SCADIA SYSTEM AND PIPING - \$395,000 + MONEY WE HAVE RECEIVED FROM FMI, WHICH SHOULD BE ENOUGH MONEY TO COVER.

Mayor Blake moved to approve Resolution 24-01. Vice-Mayor Smith seconded. Unanimous.

5. Consideration of Resolution 24-02 Authorizing the Submission of An Application for FY 2025 Regional Account (RA) Community Development Block Grant Funds, Certifying That Said Application Meets the Community's Previously Identified Housing and Community Development Needs and The Requirements of The State CDBG Program, And Authorizing All Actions Necessary to Implement and Complete the Activities Outlined in Said Application.

COUNCILMEMBER SHOW, MAYOR BLAKE AND HINTON – HOUSING REHAB
COUNCILMEMBER WEARNE ASKED IF WE NEED IT FOR WASTEWATER. HINTON – THE NEXT RESOLUTION IS FOR WASTEWATER.
STATE PARKS WILL TAKE CARE OF HANDICAP AND OTHER THINGS.
CAN NOT USE ON THE LIFT STATION.

Vice-Mayor Smith Moved To Approve Resolution 24-02 – Housing Rehab. Councilmember Show Seconded. Unanimous.

6. Consideration of Resolution 24-03 Authorizing the Submission of An Application for Colonias Set-Aside Community Development Block Grant Funds, Certifying That Said Application Meets the Community's Previously Identified Housing and Community Development Needs and The Requirements of The State CDBG Program, And Authorizing All Actions Necessary to Implement and Complete the Activities Outlined in Said Application.

Repair And Replace Existing Wastewater Plant Lift Station. Mayor Blake Moved To Approve Resolution 24-03. Vice-Mayor Smith Seconded. Unanimous.

7. FY 2024-2025 Proposed Budget:

The water and sewer stayed the same. Can take care of everything we need. 2 part-time, 3 full-time, 5% for pay increases. \$3,000 to the library, \$3,000 for donations, \$2,000 for misc. Summertime employees. The pool is ready to go. Kept up on chlorine and pumps. May 24th is graduation. May 23rd is the last day of school. The pool is to open May 27th.

8. Recommendation to Upgrade, Repair, Replace, or Rehabilitate the Existing Duncan Post Office:

Marshall Lehman shared with the council a handout.

9. Discussion of Date and Time of Next Meeting: March 13, 2024 at 4:00p.m.

10. Discussion of Items for Next Meeting: 2024-2025 Proposed Budget

11. Adjournment: COUNCILMEMBER WEARNE MOVED TO ADJOURN. VICE-MAYOR SMITH SECONDED. UNANIMOUS. MEETING ADJOURNED AT

Members of the Duncan Common Council may attend either in person or by telephone, video or internet conferencing.

Copies of Agendas may be requested at the Town of Duncan (928) 359-2791.