

**Regular Meeting Minutes
Duncan Common Council
Thursday, September 12, 2024; 4:00 p.m.
Duncan Town Hall, 506 SE Old West Highway
Duncan, Arizona 85534**

Meeting called to order at 4:03 p.m.

Mayor Blake, Vice Mayor Smith, Council Member Wearne, Council Member Show, all present.

Pledge of Allegiance and Prayer: Led by Mayor Blake

1. **Call to Public:** No call to public.

2. **Consent Agenda:**
 - a. **Approval of August 15, 2024, Regular Meeting Minutes.**
 - b. **Approval of August 2024 Financial Reports.**

MAYOR BLAKE MOVED TO ACCEPT THE CONSENT AGENDA. COUNCIL MEMBER WEARNE SECONDED. UNANIMOUS.

3. **Summary of Current Events:**
 - a. **Mayor's Report:** Asked to be on a Financial Committee with Pat Walker to talk about small towns, fraud and risks.
 - b. **Council Members Report: Vice Mayor Smith** said a few words about September 11th: Remembering the people that lost, but also focusing on people that helped afterwards. Today was a day that we got to see our entire country come together and build community and try to restore the country. September is suicide awareness month, so if you find anybody struggling, just know that there is a number that they can call (**988**) that will direct them to someone that can talk them down from the crisis they are having at the time. **Council Member Wearne:** Senior Committee meeting and making plans. Cemetery cleanup up 8-11 on Saturday. **Council Member Show:** The Cowbells chili cookoff the 20th from 2-5 p.m. awards at 6 on Friday.
 - c. **Town Manager's Report:** Received the ok to start spending funds from State Parks Grant. The shade structure and water slide were approved last month. The slide was ordered today. Bid on design and build of skate park. The WIFA Grant, been purchasing the pipes and valves, labor is the match for a lot of that grant. Lots of work for the crew to do, but we need a backhoe. We will get \$77,000 out of WIFA towards the backhoe. Have a \$30,000 trade in on the old one, so that gives \$107,000 and that was bid out in the paper, we have one located, that next month will be brought to council for approval. Purchasing and installing materials for the CDBG concrete work is done, the tank is set on it, it has a few feet of water in it, the pumps are all put together, the well is there, the arsenic came back lower than it did last time. Two soon meetings next week over the money we asked for the lift station WIFA. The Colonias may come in and fund all these things. No word on the 165 grant from the corps of engineers that we asked for.

Text my gov should roll out September 23rd. Senior Center, met this week and talked about different options for them. They had a roof leak and that was fixed, paint some of the inside, options about expanding to the back, and get a plan together and get it to United Way to see if they will help fund.

4. **Discussion of 2021 Audit:** 3 Financial Reports: Annual Financial Report, Expenditure Limitation Report and a letter that is addressed to council, summarizing all the audit results and findings and any issues they may have met. Matt Bingham Colby and Powell. Information on what discussed is attached.
5. **Town of Duncan Financial Policies and Procedures:** Matt has suggested that we do this. It needs to be adjusted to match the Town Code, still needs to be cleaned up a little bit. Pat Walker didn't think we it should be something approved through council, it should be an internal document we use so that its not set in stone, incase we need to change it, we can.
6. **Ordinance 24-03 Adopting the Document Filed with the Town Clerk and Entitled "Article 4-4 Purchasing" by Reference to Amend that Section of the Duncan Town Code and Providing for Severability and the Effective Date Thereof:**

MAYOR BLAKE MOVED TO APPROVE ORDINANCE 24-03. COUNCIL MEMBER SHOW SECONDED. UNANIMOUS.

7. **Discussion of Date and Time of Next Meeting:** October 10th at 4:00 p.m.
8. **Discussion of Items for Next Meeting:** Award bids for backhoe and skate park
9. **Adjournment:**

COUNCIL MEMBER WEARNE MOTIONED TO ADJOURN THE MEETING. COUNCIL MEMBER SMITH SECONDED. MEETING ADJOURNED AT 5:23 P.M.

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.