

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
SPECIAL “BUDGET” SESSION MINUTES  
MONDAY, MAY 20, 2013, 9:30 A.M.**

**A SPECIAL “BUDGET” SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON MONDAY, MAY 20, 2013, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. VICE MAYOR PRESIDED FOR THE FIRST PART OF MEETING (UNTIL 10:23 A.M.). MAYOR NOLAN PRESIDED FOR THE REMAINDER OF THE MEETING.**

1. **Call To Order.** The meeting was called to order at 9:39 a.m.

2. **Roll Call.**

**2.1. Town Council.** Town Council Members Mark McBrady, Denise Rogers, Nancy Wright, Vice Mayor Dennis Repan and Mayor Terry Nolan were present (arrived at 10:23 a.m.). Town Council Member Arlene Alen was absent.

3. **FY 2013-14 Budget Deliberation.**

**3.1. Highlights and Review of FY 2013-14 Tentative Budget.** Council Deliberation and possible action to modify Tentative Budget content.

Town Manager Kimball gave an overview on changes made on the budget by council to date, up to 4.5% increase for salaries; Council dues and memberships increased.

Town Council discussed Water Advisory Committee (WAC); Councilmember McBrady spoke in support of staying on the WAC explaining why and indicating there might be a reductions of fees soon. Councilmember Wright spoke on the AMA, asked about the WAC’s “no” vote rule; she suggested having a policy that if something is detrimental to Dewey-Humboldt the representative must vote “no”. Councilmember McBrady spoke on studies related to Dewey-Humboldt, Prescott Valley’s water issues and how they affect D-H. Councilmember McBrady stated he will invite ADEQ is to the next WAC meeting and request notification to D-H of any problems with the Agua Fria dumping in the future.

Public comment was taken on this item.

Jack Hamilton spoke on Prescott Valley’s sewer issues; stated WAC does not affect Dewey-Humboldt, only the AMA and GWAC.

Councilmember McBrady spoke on his intent to vote for reducing the fees for WAC membership.

Jack Hamilton spoke on WAC being for the Verde River.

Councilmember Wright made a motion to approve no longer belonging to WAC. The motion did not receive a seconder and was lost.

There was discussion on considering this after the new Council is seated and making the decision once the bill comes due.

Town Manager Kimball spoke on the Central Yavapai Economic Development Partnership. Councilmember Wright stated this previously came before the Council and it was decided not to pay this. She questioned why to pay money to participate in regional economic development.

Councilmember Wright made a motion to not spend \$4,000 for Economic Development Partnership, seconded by Vice Mayor Repan. The motion passed with a 3-1 vote, Councilmember McBrady voting against and Mayor Nolan absent from this vote.

Town Manager Kimball reviewed other changes made previously. Miscellaneous Revenue was lowered to \$1,000. Liability insurance increased (no dividend paid out to town).

### FINANCE

Ms. Kimball reviewed this department and noted there was a salary promotion and merit/COLA included. Councilmember Wright asked if the promotion will come back to Council at a later date, Town Manager Kimball confirmed.

OSP Contract includes OpenBooks in this line item. E-Civic was dropped. There was discussion on how grants will be pursued. Ms. Kimball stated they will be notified when grants are available to the town, through government agencies.

### LEGAL

Councilmember Wright suggested consider having a local town attorney that would be on retainer rather than hourly so we can have them at each meeting. They can look at that in the future.

### INFORMATION TECHNOLOGY

Ms. Kimball explained there is a higher cost for this line item due to a rate change with the new contract.

Mayor Nolan arrived at 10:23 a.m. He chaired the remainder of the meeting from this point forward.

Town Manager Kimball spoke on remote backup options. Councilmember Wright spoke on an earlier agreement with two other municipalities for using their backup. Town Manager Kimball stated the IT representative could give a better explanation on options and about the cloud service. There are some options 1) sharing, set up a remote connection with the library; 2) DVD's placed in a fire safe.

Councilmember Wright spoke on putting the backup on the cloud. Town Manager Kimball stated it did not sound appealing and would rather the other two options.

There was discussion on software, hardware and acquisitions in this department and what this covers.

There was discussion on purchasing iPads for Council Members and opinions were stated.

Public comment was taken on this item.

Jack Hamilton spoke against iPads, estimating cost to print packets; reminded Council everything on iPads are open for public review.

There was discussion on email, wi-fi access, etc. Councilmember Wright suggested laptops for Council on the dais and keep them there, rather than iPads.

Councilmember Rogers stepped away from the meeting at 10:45 a.m.

Public comment was taken.

Jack Hamilton spoke again against iPads and gave more reasons; considerations on whether they belong to the town or the Council Member.

Councilmember Rogers returned to the meeting at 10:47 a.m.

Town Manager Kimball spoke on her budgeted enough to get the most robust model.

Councilmember Wright made a motion to take iPads out of the budget. The motion failed for lack of a second.

Mayor Nolan made a motion to leave the money in the budget and keep it optional if a Council person wants one, seconded by Councilmember McBrady. This motion was nullified due to the subsequent motion.

There was discussion on who would use the iPads, use for town or personal reasons, policy use, and ownership of devices.

Vice Mayor Repan made a motion to approve leaving the money in the budget but come up with a policy prior to the purchase of iPads, seconded by Councilmember McBrady. The motion passed with a 4-1 vote, Councilmember Wright voting against.

Council review the rest of the items included under IT. No other changes were made.

### COURT

TM Kimball stated the budget includes salary increases for both the Judge and the Court Clerk.

Public Comment was taken on this item.

Jack Hamilton asked whether the magistrate would have a review before receiving a merit increase like the rest of staff.

A five minute break was taken at 11:05 a.m.

The meeting was resumed at 11:10 a.m.

There was discussion on Court's telephone bill and on how the utilities for Court and Sheriff are combined with Town Hall's utility costs rather than being broken out.

Councilmember McBrady left the meeting at 11:15 a.m. due to a prior commitment.

There was discussion on the merits of breaking out those department's utilities separate from Town Hall's. Town Manager Kimball stated she can make that adjustment.

There was discussion on Court costs before it was brought in-house. Vice Mayor Repan spoke on taking a look at whether it is worth the cost having it in-house or whether to find out what Mayer Court would charge. Town Manager Kimball spoke on the advantage of having Court in-house.

Public Comment was taken on this item.

Jack Hamilton spoke against taking away the Court; changing back to Mayer affects this community, the judge is good for this community; but in favor if a large cost benefit.

Town Manager Kimball will contact Mayer Court to see whether they would consider it and the cost.

A lunch break was taken at 11:40 a.m.

The meeting was resumed at 12:33 p.m. Councilmember Rogers arrived late at 12:43 p.m.

### PUBLIC SAFETY

No changes were discussed.

### ENGINEERING

Town Manager Kimball spoke on the water study to decide whether a water system should be considered. Town Manager Kimball explained the owner of the Humboldt Water System approached the tow about buying the system with the purchase price being approximately \$200,000. Councilmember Wright spoke on the high cost to maintain and run the system. Vice Mayor Repan suggested having an agenda item to study this to decide whether to pursue this idea.

Councilmember Rogers arrived at 12:43 p.m.

Town Manager Kimball spoke on having someone speak to the Council regarding this at a future Work Session. Councilmember Wright stated the Study should not be in the budget.

Councilmember Wright made a motion to remove the \$20,000 in the budget for the water study. The motion did not receive a seconder and was lost.

There was discussion on how to address this if they take it out of the budget. Town Manager Kimball suggested Contingency Fund. There was discussion on the benefits and costs to the community on owning/purchasing a water company. Vice Mayor Repan spoke on bringing this to the Council as a general question.

Mayor Nolan made a motion to approve leaving the water study money in the budget for the time being, in the amount of \$20,000.

There was discussion on whether having it in the budget creates a policy about having a water company. Mayor Nolan postponed his motion until tomorrow (May 21) when Councilmember Alen will be in attendance.

#### PUBLIC WORKS

Town Manager Kimball spoke on including seasonal help for this department; \$10,000 is included for part-time seasonal help. Town Manager Kimball explained pursuing the NACOG grant for assistance in which case it would not cost the Town anything. Councilmember Wright asked for documentation on the need for this position, with criteria to measure the need and benefits. Town Manager Kimball explained the need for having extra manpower in the field for safety reasons and necessity to do the job, try it this season and see the benefits. The \$10,000 will stay in the budget and the Council can address the hiring later.

Council looked at the amount budgeted for General Supplies.

Councilmember Rogers made a motion to change General Supplies to \$10,000 (10-431-6300), seconded by Councilmember Wright. The motion passed 5-0.

There was discussion on phone and internet costs, and Road/Facility Acquisition discussion on which projects to consider and options for OBC Highway acquisition.

Mayor Nolan stepped away from the meeting at 1:48 p.m.

Council reviewed the Parks, Recreation and Open Space line item for \$12,000.

Mayor Nolan returned to the meeting at 1:51 p.m.

There was discussion on the trailhead and how the work and maintenance gets done through an IGA with the Forest Service.

#### COMMUNITY DEVELOPMENT

Town Manager Kimball explained the salary item includes two employees and a promotion of one of the employees in this department. There was discussion on a Planning Consultant,

possibly higher dollar amount if Council decides to do a study for development fees.

Discussion on development fees will be on the June Work Session.

There was discussion on Neighborhood Outreach. Councilmember Wright spoke on problems with the recycle program and garbage dumped at that location, not just recycling. Mayor Nolan spoke on changing companies so they will pick up all the trash left at the site. There was discussion on this idea. Councilmember Rogers suggested getting proposals from other companies. There was discussion on looking at the contract with Waste Management to see how long they are bound to it.

Councilmember Wright made a motion to do away with the Recycling Program if the contract allows, seconded by Vice Mayor Repan. The motion passed 4-1, with Councilmember Rogers voting against.

There was discussion on removing the Little League allowance of \$3000 from the budget as they did not request it last year or this year. There was discussion on the roving dumpster program.

Mayor Nolan stepped away from the meeting at 2:21 p.m.

There was more discussion on what the dumpster program was designed for and whether they wanted to continue it or stop it.

Mayor Nolan returned to the meeting at 2:24 p.m.

Town Manager Kimball spoke on her experience at Dumpster Day and the need for more volunteers and having people unload their own trash. There was discussion on other ways to provide this service, partnering with Prescott Valley and Prescott, or other types of dumpster days by neighborhood.

Mayor Nolan recommended having Councilmember Alen talk about her "branding" recommendation at the next budget meeting.

Town Manager Kimball spoke on \$22,000 in surplus after those are changes made.

Council discussed how long to provide the Museum assistance (1-year's rent).

Councilmember McBrady made a motion to approve support for the museum for another year, seconded by Councilmember Rogers. The motion passed 5-0.

Town Manager Kimball stated tomorrow's meeting starts at 8:30 a.m.

4. **Comments from the Public.** None.
5. **Adjourn.** The meeting was adjourned at 2:46 p.m.

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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk