

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
SPECIAL STUDY SESSION MINUTES
TUESDAY, OCTOBER 8, 2013, 2:00 P.M.**

A SPECIAL STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, OCTOBER 8, 2013, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:01 p.m. Mayor Nolan presided until 3:23 p.m., then Vice Mayor Repan presided for the rest of the meeting.

2. **Roll Call.**

2.1. Town Council. Town Council Members Jack Hamilton, Mark McBrady, Sonya Williams-Rowe (arrived late at 2:51 p.m.), Nancy Wright; Vice Mayor Dennis Repan; and Mayor Terry Nolan were present. Council Member Arlene Alen was absent. (Town Manager Kimball was absent)

3. **Study Agenda.** No legal action to be taken.

3.1. Proposed 2012 International Building Code County-wide adoption overview. A presentation and update by Jack Judd, Yavapai County Building Official (and Dewey-Humboldt's Chief Building Official).

Yavapai County Building Official, Jack Judd was in attendance and gave an overview on the process they are currently involved in reviewing the 2012 International Building Codes for adoption. He spoke on the cost to adopt a new code and reasons for doing so. He spoke on the problems with the Energy Code and mandates to adopt it.

Council asked questions. Community Development Coordinator was in attendance. Mr. Colvin and Mr. Judd answered Council's questions. Council asked for copies of the County's Administrative Ordinances that pertain to the 2012 IBC adoption.

Councilmember Williams-Rowe arrived at 2:51 p.m.

Mr. Judd spoke on Yarnell's issues with building and non-insurable structures due to age and being built without permits. There were questions about Manufactured Homes being built under HUD standards rather than the IBC. Some zoning restricts residences to site built only.

Mr. Judd and Mr. Colvin spoke on the public input phase of this process and having upcoming public meetings to obtain feedback from citizens and to familiarize them with the proposed changes. Planning and Zoning will have an opportunity to look at the proposed 2012 IBC adoption before it goes to the Council for approval as well.

3.2. Discussion on Town Council's policy on Code Enforcement and Permits. Continued discussion from September 24, 2013 Special Study Session. [CAARF originally requested from CM Wright for September 24, 2013 meeting]

Mayor Nolan made a motion to postpone this agenda item until Town Manager Kimball is here and Community Development Coordinator, Warren Colvin can attend as well, seconded by Councilmember McBrady.

Vice Mayor Repan asked council if they had any questions or input to assist in the preparation for this discussion with Staff. Councilmember Wright spoke on heights of

fences and looking at modifying parts of town code to fix violations through code modifications.

The motion to postpone passed by a unanimous vote.

3.3. Council Code of Conduct continued discussion. Continued discussion from May 14, June 11, July 23, August 13, September 10, and September 24 meetings.

Council looked at what Councilmembers Hamilton and Wright had provided for this agenda item (CM Wright provided a page on definitions for Sanctions and Censure, at the meeting). There was discussion on the reason for the Code of Conduct (educational). They talked about #6 – Fines, and making sure it would be legal or not to have this section. Council looked at including the three-offense portion of what CM Wright provided. CM Hamilton spoke on finding out if they could publish offenses in the town newsletter.

This agenda item was moved to the next work session for more word-smithing and a decision on whether they are ready to send this to the attorney for her opinion and review.

3.4. Direction from Council to address at a work session a possible amendment to Town Code Section 30.085 (E), from August 20, 2013 meeting. [CAARF originally requested from VM Repan for August 20, 2013 meeting]

Vice Mayor Repan spoke on wanting the public to have access to the information when council attends other agency meetings. He spoke on the timeframe and whether it can go on the town's website.

There was discussion on the best way to put these reports on the website. Councilmember Hamilton recommended they have a special report section on the website. Council looked at the wording proposal provided by VM Repan for this agenda item.

Mayor Nolan explained he had to leave the meeting for a prior commitment at 3:23 p.m. Vice Mayor Repan presided.

This item was postponed until more research can be done and the wording can be straightened out. It will be moved to the next available work.

3.5. Direction from Council to address at a work session a possible amendment to Town Policy PG No. TC 12-03, Section 4.3, from the August 20, 2013 meeting. [CAARF originally requested from CM Hamilton for August 20, 2013 meeting]

Councilmember Hamilton spoke on his agenda item explaining it was to work in conjunction with VM Repan's previous request, with his addressing the reports coming out of these agency meetings going on the website. There was discussion on how much work this would entail and how much space is available for this. There was discussion on whether other cities and towns list this information.

Town Clerk, Judy Morgan was asked about placing these reports on the website. She explained things to consider are records retention schedules and not violating those; where they could be posted on the website; and what materials get posted from these meetings. Ms. Morgan suggested it could just go under the "Downloads" page with a heading of "Other Agency Reports".

Council talked about keeping the timeline to report at 30 days rather than shortening it to 15 days.

Councilmember Hamilton stated he will bring back a CAARF to finalize this.

4. **Special Session.** Legal Action can be taken.

4.1. **Whether to hold additional special session(s) this month.** This is an established agenda item for Council's discussion on whether to add an additional special study session and if so, to set the date.

Council spoke on things that could go on an added October 22nd Special Study Session. Councilmember Hamilton asked about the Legal Parameters– Town Manager discretion item and where it was on the tentative agenda item list. Councilmember Wright suggested it go on the October 22nd meeting.

Council review the four items on the next agenda: Code Enforcement and Permits (could be moved later so Staff can prepare), Code of Conduct, 30.085 (E) code wording change. 3.5 will go on the November regular meeting.

Vice Mayor Repan made a motion to hold a Special Study Session on October 22nd, seconded by Councilmember Hamilton. It was approved by a 4-1 vote in favor, Councilmember Williams-Rowe voting against. She explained her reasons: she will not be able to attend the October 22nd meeting and asked for the Legal Parameters item to go on the November 12th agenda so she could there for that discussion and decision.

5. **Comments from the Public.**

None.

6. **Adjourn.**

The meeting was adjourned at 3:48 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk