

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
APRIL 7, 2015, 6:30 P.M.**

**A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 7, 2015, 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 6:33 p.m.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Done.
  - 2.2. **Invocation.** Given by Councilmember Nancy Wright.
3. **Roll Call.** Town Council Members Arlene Alen, Mark McBrady, Dennis Repan, Doug Treadway, Nancy Wright; Vice Mayor Jack Hamilton; and Mayor Terry Nolan were present.

Mayor Nolan moved agenda items 8.1, 9.1, and 9.2 ahead in the meeting to accommodate guests attending to speak on these three issues.

**8.1. Abacus Inc. presenting Town Hall Space Needs Study preliminary report.**

Adam Brill with Abacus Inc., was present and gave an overview on the “Facilities Needs Study” process and outcome for the Town of Dewey-Humboldt. He reviewed who was interviewed for the visioning process; square footage needs for current and future; special analysis; floor plan, providing a “sense of space” rather than a final representation; used examples of appropriate facilities in other rural communities in Arizona.

There were questions on parameters used; how they came to the size needs for the facility; dot-polling voting method; who provided input. Town Manager Kimball gave an overview on the timeline and Council’s decision to budget and hire for a facility needs study. Council decided to not give parameters to keep the process from being political, but could provide feedback individually through the dot-polling process. Councilmember Hamilton spoke on the plan not being acceptable as the town can’t afford the proposed facility. Parameters of lot size should have been provided, using the donated land on Main Street as the size restriction. Town Manager Kimball explained she was not aware there were parameters (where to build, size and amount to spend) and recommended they give direction to Mr. Brill so he knows how to proceed. There was discussion on the current size used for town hall (2k SF) and the proposed size needed (12k SF).

Mr. Brill explained to Council that he can “tweak” the plan to do something that will work for the town. Councilmember Wright suggested square footage amounts for Town Hall of 2600 SF and 640 for the Sheriff’s substation (approximately 3200 SF).

- 9.1. **Intent to join regional agencies to apply for a FEMA Grant for Public Safety/ Technology/Permitting Software Application and authorization of Mayor to sign letter of support.** Council support or reject intent to apply for the grant and possible authorization to sign letter of support.

Carmen Ogden, Planner for P.V. spoke on the grant proposal explaining it would be for a regional database (permitting, code enforcement, etc.) made available to emergency services for better communication between agencies. She explained the implementation costs are covered by the grant but subscription services fees would be ongoing.

Town Manager Kimball explained they can partner in this grant proposal at this time, through the implementation process, at no cost to the town. Once a cost is involved, the

Council can revisit whether to stay involved in the project.

Richard Parker, Community Development Director for Prescott Valley elaborated on the grant and provided answers to Council questions and explained the shared data can be available to partnering agencies without having to maintain hardware and software. Council asked questions on specific components of this proposal.

Vice Mayor Hamilton made a motion to authorize sending a letter of support for the FEMA Grant for Public Safety/Technology/Permitting, but not to spend any money on this at this time, seconded by Councilmember Alen. It was approved by a 4-3 vote in favor, Councilmembers Repan, Treadway and Wright voting against.

Mayor Nolan announced a guest visitor, Central Yavapai Fire District Chief Scott Freitag. CYFD is celebrating its 50 year anniversary on March 11, 2015 and wished to announce this and presented to each Council Member, the Town Manager and Town Clerk, a CYFD 50<sup>th</sup> Anniversary Challenge coin to commemorate the event.

**9.2. Fiscal Year 15-16 Public Safety Services Intergovernmental Agreement (IGA) with Yavapai County Sheriff's Office and Contract Fees.** Possible acceptance or rejection of the IGA and possible discussion of related fees.

Lt. Nathan Auvenshine with the Yavapai County Sheriff's Office was present and spoke on the approved final version of the IGA for next year's YCSO services and explained they are ready to move forward once the council is ready. The increase in this year's proposed IGA is mainly coming from the benefits increases for Public Safety.

Vice Mayor Hamilton asked if the Town goes to a Marshall if the YCSO services would still come to the town because of everyone paying property taxes to the YCSO. The Lt. explained YCSO support services would not come to the town without a contract.

Vice Mayor Hamilton made a motion to accept as presented the Fiscal Year 15-16 Public Safety Services Intergovernmental Agreement and Contract Fees with Yavapai County Sheriff's Office. The motion was seconded by Councilmember Treadway. It was approved unanimously.

**4. Announcements Regarding Current Events, Guests, Appointments, and Proclamations.**

**4.1. PowerTalk21<sup>®</sup> Day Proclamation.**

Mayor Nolan read the PowerTalk21 Day Proclamation declaring April 21<sup>st</sup> as a special day to raise awareness of underage drinking.

**5. Town Manager's Report.** Update on Current Events.

**5.1. Invitation and scheduling of Public Works Supervisor taking Council Members to tour all Town roads, including paved and unpaved.**

Town Manager Kimball extended an offer to Council Members to ride along with the Public Works Supervisor to look at roads in the Town. Council will email the Town Manager with their interest and what dates they are available for this by April 10<sup>th</sup>, 5pm.

**5.2. Brief update on a few pending/upcoming planning and zoning projects.**

Town Manager Kimball gave an update on three projects. 1) Animal related Code of Ordinance review: Council gave direction to go with option 2, revising existing definitions and code sections 90 and 153, and maintenance and nuisance. The Attorney and Town Manager reviewed what Council wants and suggested areas to work on in the code: performance standards, definitions will be added and discussion on kennels and what to

do with existing conditions. The ordinance will come to Council and P&Z for discussion. 2) Code of Ordinance chapter pertaining to Subdivisions (Title XV: Land Use; Section 152) may need to be modified. It will come before Council and P&Z (not mandatory for P&Z but recommended). 3) Staff was directed to proceed with Antelope Way abandonment. Staff is working on this and will come back to Council to give an update.

**5.3. Replacement and reuse plan for current Town information sign located at the intersection of Third St. and SR 69.** Its current state and suggested improvement as related to annual budgets.

Town Manager Kimball spoke on the “Welcome” signage on 3<sup>rd</sup> Street and Highway 69 not being as noticeable as hoped. She gave an option of making the sign bigger at that location and finding a new location for the current sign on Old Black Canyon Highway (shoulder). The new sign estimate is \$2300.

There was council discussion on the original determination for size and location of the sign; content on sign; font, etc.

Council gave direction to staff to submit this to a sign company for design and bring it back to council with the parameters to make it less busy, change the font to be easier to read from a distance.

**6. Consent Agenda.**

**6.1. Minutes.** Minutes from the March 3, 2015 Regular Council Meeting.

Councilmember Alen made a motion to approve the March 3, 2015 Regular Council Meeting minutes as presented, seconded by CM Reban. It was approved unanimously.

**7. Comments from the Public (on non-agendized items only).** No comments were received.

**8. Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.

**8.1. Abacus Inc. presenting Town Hall Space Needs Study preliminary report.**

Moved up on the agenda to the beginning of the meeting.

**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Intent to join regional agencies to apply for a FEMA Grant for Public Safety/Technology/Permitting Software Application and authorization for Mayor to sign letter of support.** Council support or reject intent to apply for the grant and possible authorization to sign letter of support.

Moved up on the agenda to the beginning of the meeting.

**9.2. Fiscal Year 15-16 Public Safety Services Intergovernmental Agreement (IGA) with Yavapai County Sheriff’s Office and Contract Fees.** Possible acceptance or rejection of the IGA and possible discussion of related fees.

Moved up on the agenda to the beginning of the meeting.

**9.3. Discussion and possible action on changing some dates for budget discussion.** [CAARF requested by CM Wright]

Councilmember Wright recommended scheduling a full day for a budget workshop, in April and if necessary adding some extra consecutive meetings in order to get through the budget discussions. There was discussion on this and Council’s availability in April for

adding a meeting date. It was decided to wait until the April 14<sup>th</sup> meeting to determine date(s) for budget meeting(s).

**9.4. Request to have a booth at the League of Cities and Towns Conference in August. That we have our T-shirt depicting our town.** [CAARF requested by Mayor Nolan]

Mayor Nolan gave an overview on this suggestion. There was discussion and Council decided they were not ready for this in this coming year so would not do it for the 2015 Conference.

**9.5. To purchase 3-dozen T-shirts for the Elementary School kids who are planting flowers around the Town Council complex.** [CAARF requested by Mayor Nolan]

Mayor Nolan gave an overview on the recommendation for Council's support for t-shirts to 36 kids from HES who will be doing the planning. Councilmember McBrady explained he is donating pots to place under the windows for flowers to beautify town hall.

Council reviewed the T-shirt designs.

Councilmember Treadway made a motion to approve purchasing 3-dozen t-shirts for the 36 Humboldt Elementary School kids who are planting flowers around the Town Hall complex, seconded by Councilmember McBrady. A friendly amendment was made and accepted by the mover and seconder to add "Dewey-Humboldt" to the design with a less busy design for the t-shirts. The motion passed by a unanimous vote in favor.

**10. Public Hearing Agenda.**

**10.1. Ordinance 15-110 Town Code Amendments regarding Accessory Dwelling Units Public Hearing and possible action.** Possible adoption or rejection of Ordinance 15-110.

Mayor Nolan opened the public hearing at 9:27 p.m. No comments were received. The public hearing was closed at 9:28 p.m.

Councilmember Wright made a motion to approve Ordinance 15-110 Accessory Dwelling Units, as presented. The motion was seconded by Vice Mayor Hamilton. It was approved unanimously.

**11. Comments from the Public.** None.

**12. Adjourn.** The meeting was adjourned at 9:30 p.m.

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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk