

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
STUDY SESSION MEETING MINUTES
APRIL 14, 2015, 2:00 P.M.**

A STUDY SESSION MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 14, 2015, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:00 p.m.
2. **Roll Call.** Town Council Members Arlene Alen, Mark McBrady, Dennis Repan, Nancy Wright; Vice Mayor Jack Hamilton; and Mayor Terry Nolan were present. Councilmember Doug Treadway was absent.
3. **Study Session.** No legal action to be taken.

3.1. Discussion of applying for Arizona Office of Tourism Visitors Center designation including ADOT signage for same for Town of Dewey-Humboldt. [CAARF requested by CM Alen]

Councilmember Alen gave an overview on this subject, explaining the Town now qualifies for a visitor center and showed examples of what the space might look like. A Tourism Visitor Center would come with a sign on the highway, would require a phone hookup, public restroom and bottled water. Councilmember McBrady offered the payphone that is located outside of the Humboldt Station Market. There was discussion on who can have a Tourism Visitors Center; what furniture and space would be needed and manning the center.

Public comment was taken on this item.

Denise Rogers asked for clarification on costs dedicated for this and suggested other locations of the Activity Center and Museum.

CM Alen explained the impact of the center is staff and facilities, and reiterated local government is required to have a center, not non-profits. She explained she put this on the agenda for the Council's feedback and for their consideration while planning and during the budget process.

3.2. A Community Citizen Survey research update on the National Citizen Survey (NCS) format and other finding. [continued from the Council's March 24th meeting, original CAARF request by CM Wright]

Town Manager Kimball gave an overview on what has been researched so far and recommended appointing a point person to contact NCS with any further questions.

There was discussion on whether NCS's survey is the right product for what the town is looking to do (base survey); other options available for doing a survey; concerns for doing the survey in-house (staff or council shouldn't be involved with the data). Council discussed the survey done by DHCO in 1996 and whether the questions on that survey are a good base to determine the citizen's attitude about the community. Denise Rogers, who provided the 1996 survey results to Council, was present and explained she did not find a copy of the survey questions from the 1996 survey.

Councilmember Alen offered to reach out to other universities/colleges to see if they could handle the process. Councilmember Repan offered to collate the Council members' suggested survey questions, remove some of the 2009 Survey questions and provide the end result back to the Council for a future work session discussion, requesting Council submit their questions to him within two week's time. He will separate old questions from

new question and P&Z will be tasked with coming up with a survey question pertaining to animals.

Public comment was taken on this item.

Denise Rogers spoke in support of the 1996 Survey for its data; it had a 28% response.

Councilmember McBrady spoke on the relevance of the survey dictating the level of response.

3.3. Council acknowledgement of Preliminary Budget worksheet and Council recommended expenditures for FY 15-16.

Council reviewed the worksheets and recommended expenditures. Town Manager Kimball asked for Council's questions ahead of the next Budget meeting to give her time to prepare and respond at that meeting. There was discussion on her projections being conservative. Ms. Kimball also asked Council to provide her with their recommendations for additional expenditures.

Councilmember Repan voiced his disappointment in the overall budget explaining additional staffing is requested without increasing road work; stating he wanted the budget to be improved to benefit the community. TM Kimball explained all HURF monies are used for roads along with Flood Control monies for drainage (roads); these monies show up under grant account; thereby the taxpayers' monies are coming back to the community. Proposal is for adding dirt road maintenance thereby increasing level of service. HURF funds are going toward road projects rather than road crew personnel costs. Town Hall office is lightly staffed, and more is being done on roads in-house with Town equipment, saving costs by eliminating the need to hire contract workers as frequently and rent equipment. TM Kimball recommended they have in mind what kind of increased services they would like to see for the budget workshop meeting. Mayor Nolan agreed with the Town Manager that the Building Department, Public Works and Finance need more help and the TM is passing this need/feedback along to Council. TM Kimball explained she implements policy and proposes reasonable things to Council, implementing creative money saving organization to get all the work done. She will update the budget documents with the more current data recently received (insurance rates, revenue projections, HURF funding, etc.) to be provided at the next budget workshop.

3.4. Community Development staffing option discussion and moving forward direction.

Town Manager Kimball gave an explanation of her proposal to hire a full-time employee for the Community Development (CD) Department, which is over planning, zoning, code enforcement, and building safety. There was discussion on the proposed part-time finance position. Ms. Kimball explained there was an employee in the CD Department recently but the position has been vacant since February. The finance position would be shared between the Town Clerk or Community Development. Her desire is to hire for this position at a higher pay range to get a better qualified person, as it is a complicated position. She will put her proposal in the budget for council's consideration.

3.5. Antelope Way Right-of-Way (ROW) abandonment progress and direction on next steps.

Town Manager Kimball gave an overview on the progress of this project. In October Council directed to abandon the Antelope Way ROW from River Drive to Delfino Way. It recently came to her attention that they are unable to obtain cooperation by all involved property owners. Ms. Kimball reviewed the options.

Council discussed the options of stopping the abandonment process or proceeding by putting the easement up for sale.

Public comment was taken.

Victor Hambrick spoke on his original request of abandonment. Through the process the mortgage holder and utility company had issues that now make it best to not move forward with the abandonment, and he will continue his historic use of it as a driveway.

Council directed to hold off on this abandonment process, at this time.

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 agreed to not hold an additional special session this month except for the budget meeting listed under 4.2.

4.2. Scheduling of the Budget discussion meeting date(s). (Continued from the April 7 meeting upon CM Wright CAARF request)

Council discussed the best available date(s) to schedule this meeting. It was agreed to hold the budget meeting on April 30, 2015 at 9:00 a.m. (running all day), with a second budget meeting, if needed, to be held on May 7, 2015 at 9:00 a.m.

5. Comments from the Public.

Karla Livingston spoke on having a "Glacier Water" machine at town hall for the residents. She spoke on her water being high in arsenic and unsafe to drink. Councilmember McBrady (Humboldt Station owner) said he would look in to it for the store. Town Manager Kimball also explained the EPA will be at the April 21, 2015 Regular Council meeting.

6. Adjourn.

The meeting was adjourned at 5:12 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk