

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
SPECIAL STUDY SESSION MINUTES
FEBRUARY 23, 2016, 2:00 P.M.**

A SPECIAL STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, FEBRUARY 23, 2016, 2:00 P.M., AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. VICE MAYOR DOUG TREADWAY PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:03 p.m.
2. **Roll Call.** Town Council Members Arlene Alen, Jack Hamilton, Mark McBrady, Dennis Repan, Nancy Wright; and Vice Mayor Doug Treadway were present. Mayor Terry Nolan was absent.
3. **Study Session.** No legal action to be taken.

3.1. FY 2016 Citizen Survey update – Report by Survey consultant, Yavapai College Regional Economic Development Center Director, Alexandria Wright, regarding status.

Ms. Alexandria Wright gave her report stating that approximately 230 surveys have been returned. She explained the compilation and analysis process. There was discussion amongst Council as to further surveys, and the numbering and mailing process. Ms. Wright was granted permission to mail an additional 500 more surveys with identifying information on the envelope, at no additional cost.

3.2. Public Works Depart Periodic Report.

Public Works Supervisor Ed Hanks gave an outline of completed, current, and future projects. The CDBG ongoing contract should reach the 50-60% mark by mid-March and is scheduled to advertise for construction by mid-April. Supervisor Hanks met with Sandra Goodwin of the Open Space and Trails Committee and Ann Marie of Prescott National Forest regarding the Newtown Trailhead project layout. Supervisor Hanks advised that we are about 2/3 way through the Flood Control funds. Supervisor Hanks has requested \$75,000 of Yavapai County Flood Control for next year's projects. Council discussion involved drainage issues, grading issues, and general road work. Mr. Hanks stated that the annual bridge report for this year gave a 79.85 rating which is above average nationwide and updated Council on necessary bridge maintenance. The Main street traffic light was advertised, bids received and a contractor was selected. This should be accomplished by the fiscal year end. Supervisor Hanks updated Council on flood, culverts, drainage and erosion projects.

3.3. Building Permit Report for 2015 calendar year.

Building Official Don Roberts gave the Building Permit report for the 2015 calendar year. There were 12 single family residential homes; 9 manufactured homes; 17 solar and other types of permits such as renovations and over-the-counter electric. This generated \$64,000 in Building Department revenues; combined with Planning; Zoning & Public Works permits for a total of \$73,000. Plan reviews and permits are increasing. All outstanding county-issued permits are being returned to D-H. Solar permits were discussed and Mr. Roberts acknowledged that the incentives for individuals to install solar are decreasing.

3.4. Recap of Council discussions on changes to proposed animal ordinances and preview of draft website posting of the same.

Community Planner/Code Officer (CP/CO) Steven Brown gave an overview and recapped the changes that Council chose to make at the last meeting. The packet copy reflected

changes i.e. the kennel definition recommended by the Planning & Zoning Commission; peacocks being added back in as farm animals rather than exotics; swine added to the chart allowed at rate of 1 per acre. There was input and discussion by Council.

Council opened this agenda item to public comment.

Debby Pomeroy spoke to this ordinance having major problems, recommending a three-member committee to work on the issue.

Victoria Wendt spoke to not rushing the ordinance, pointing out discrepancies between the ordinance and general provisions (definition and explanations).

Patrick McGill spoke against having the animal chart numbers and compared it to Chino Valley's ordinance.

Council discussion resumed resulting in the request that the ordinance be published without markups, redactions or omissions, resulting in an "easier to read – clean copy" version for public review by March 8, 2016. Public input after the review of this new version was encouraged. Council referred the animal ordinance issue to a separate work session scheduled for March 22, 2016.

3.5. "Firewise Community" staff report and future direction.

CP/CO Steven Brown gave an overview of the Firewise program. There will be two designated areas, one on the east side and one on the west side of the town borders. This provides eligibility for funding defensible space around homes. A committee is to be made up of representatives from the target areas willing to commit to meet regularly on this issue. Benefits of participating in the Firewise program could result in a discount in insurance rates.

There was Council discussion as to the specifics of the program.

Town Manager Kimball said the Firewise program goes hand in hand with the defensible space grant with CYFD. There is an assessment, a contractor is hired, and participants are reimbursed a certain amount.

CP/CO Brown explained it would be ongoing, in-kind matching, and targeting areas that will garner support from other agencies. CP/CO Brown felt that it would be a manageable program with community involvement.

Town Manager Kimball endorsed the formulation and marketing of the program.

Councilmember Hamilton spoke to putting it on a future regular meeting for official action.

3.6. Whether to and/or how to consider agency requests for funds in the FY 16-17 budget.

Town Accountant Thompson spoke to seeking direction from the Council on how to consider fund requests from various agencies and maintaining consistency, possibly by way of process or policy. Council discussed how these requests have been handled in the past and should be addressed in the future, including possibility of the discontinuation of funding any outside agencies. Council will consider different directions and advised Town Manager Kimball to continue forwarding current requests until further direction is forthcoming from Council.

3.7. Council direction on Senator Steve Pierce legislative direction request.

Council discussed the firearm issue. Town Manager Kimball summarized that she understood from the discussion that the Council does not choose to participate in the survey.

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

4.1. **Upcoming Budget consideration and/or proposals.** [CAARF requested by CM Repan]

Councilmember Repan spoke to community concerns that could be addressed in the future budget. He cited the success of the recent water testing program. Councilmember Repan recommended consideration of grading private roads for emergency access.

Councilmember Hamilton spoke to the benefit of participating in the Firewise program, however, indicated that he defers from involving the Town in private road maintenance, as these are not town-owned roads.

Town Clerk Morgan reminded Council that some of the topics being discussed were of a specific nature and not agendized appropriately, as required.

Vice Mayor Treadway recommended bringing this topic with specifics back to a future Study Session.

5. **Adjourn.** The meeting was adjourned at 5:19 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk