

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
STUDY SESSION MINUTES
JANUARY 12, 2016, 2:00 P.M.**

A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JANUARY 12, 2016, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** The meeting was called to order at 2:05 p.m. Mayor Nolan presided.
2. **Roll Call.** Town Council Members Arlene Alen, Jack Hamilton, Mark McBrady, Dennis Repan, Nancy Wright; Vice Mayor Doug Treadway; and Mayor Terry Nolan were present.
3. **Study Session.** No legal action to be taken.

3.1. Proposed Animal Ordinances. [follow up on the November 10, 2015 discussion]

Town Manager Yvonne Kimball gave an overview of the process to date. Community Planner/Code Officer Steven Brown gave an overview of the work to date by the Planning & Zoning Commission and research of other towns. Proposed changes were reviewed as well as P & Z's work to date on this. Council recommendations were 1. Page 7 – Section 90.02 General Provisions-(A) last sentence, “or a leash of sufficient strength to support a dog” removing the 6’ length wording. 2. Page 11 – Section 90.19 Biting animals – ARS number to be included. 3. Page 12 – Section 90.50 Maintenance Standard – reduce stipulations, b, c and d to be removed. The modifications will be made to Section 90 ordinance and brought back to council.

Public Comment was taken.

Debbie Pomeroy spoke on nuisance ordinances rather than a mandatory ordinance.

Ted Brooks spoke on community meetings for animal ordinance and desire for public participation.

Patrick McGill spoke on anonymous versus identified complaints.

Jerry Brady spoke on problems with anonymous complaints and requirements to take to court.

3.2. Code Enforcement Overview and Case Report. Presentation by Community Planner/Code Officer Steven Brown.

CP/CO Steven Brown gave a PowerPoint presentation regarding Code Enforcement. He spoke to council questions regarding condemnation and abatement procedures for adoption. TM Kimball spoke on working with the Town Attorney about the condemnation process and problems with ownership of a property.

Public comment was taken.

Jerry Brady spoke on historical code enforcement under Yavapai County jurisdiction and Veteran Housing in the Blue Hills.

3.3. Website redesign follow-up and possible direction to proceed with an agreement.
[Revize LLC follow-up from December 8th meeting]

Town Clerk Judy Morgan explained there was a last minute change to the CivicPlus quote making it competitive with the Revize LLC quote. TC Morgan requested additional time to do more research on this and bring it back to the next work session.

3.4. Town legal service solicitation material review and direction on next steps.

Town Manager Yvonne Kimball gave an overview on the legal solicitation process and requested a collective agreement from Council. Council clarified some details for the RFP i.e. approximately 20 hours per month; run ad in local paper 2-3 weeks, as well as online League of Cities and Towns, and AZ Bar Association with January 29th being the last day to submit. Item will be agendaized for next steps on February 2nd meeting regarding the interview process.

3.5. Process of future performance evaluation for Town Manager.

Council reviewed the Clarkdale evaluation form which included a self-evaluation section. Council considered how to perform the evaluation this year, as well as the process for next year. The “Clarkdale evaluation form” will be used for next year’s evaluation of the town manager, January 1, 2017.

3.6. Discussion and consensus on setting a town policy on recognition of time in service for town employees and town committee volunteers. [CAARF requested by CM Wright]

Council reviewed the ways public body volunteers were recognized, which milestones were recognized and what costs were involved. It was recommended that a policy be instituted to create consistency in the area of employee and volunteer recognition.

Public comment was taken.

Jerry Brady spoke on the Civil Service Commission ratings, step increases, and awards.

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 did not schedule an additional meeting.

5. Adjourn. The meeting was adjourned at 4:48 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk