

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

A STUDY SESSION OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, JULY 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 2:00 p.m.
2. **Roll Call.** Town Council Members Jack Hamilton, Mark McBrady, Dennis Repan, Nancy Wright; Vice Mayor Treadway and Mayor Terry Nolan were present. Council Member Arlene Alen was absent.
3. **Study Session.** No legal action to be taken.

3.1. Public Works Annual Report.

Ed Hanks, Public Works Supervisor (PWS), gave a report on the Public Works Department including an overview of the work done this past year. CDBG projects are still in process as well as the traffic light at Main Street.

There was Council discussion regarding the work completed with last year's hot patch budget; the upcoming year's hot patch budget adequacy; road work done on Meadow Ranch Lane; and the difficult corrective work completed on Deer Pass Lane.

Vice Mayor Treadway acknowledged the department's hard work.

3.2. Consideration of Accountability Contract details with Dewey-Humboldt Historical Society [DHHS] and Mayer Area Meals on Wheels [MAMOW] for Town's funding support.

Town Manager (TM) Kimball gave an overview of the fund requests and contract details seeking direction on the Council's expectations of the recipients as far as providing plans and reporting. After Council discussion it was decided that the contract for Mayer Meals on Wheels would require a report every six months. The Dewey-Humboldt Historical Society (DHHS) contract would require a business plan update two times per year, as well as provide a general accounting report after the Agua Fria Festival.

TM Kimball advised that DHHS would like to display a banner acknowledging the Town as a sponsor asking if they could use the Town logo on the banner. DHHS also asked permission to use the Town's vacant lot across from the museum and inquired if the Town would like to have a booth at the event and a float in the parade.

There was Council discussion regarding providing a banner for DHHS to use at this event, that could be used at other Town events in the future. Councilmember Hamilton recommended moving the subject of the banner to a Council Meeting so that action could be taken on this matter.

TM Kimball spoke to utilizing a booth for the Firewise program manned by volunteers and would check with Town Staff on the possibility of a simple float for the parade. TM Kimball would also check on banner details.

3.3. Board of Adjustment Reinstatement Mechanism. [Directed at June 7th Meeting]

Town Manager Kimball spoke to the mechanics of how to reinstate the Board of Adjustment. The current code would require a change through an ordinance. Volunteers would need to be solicited to serve as the Board of Adjustment.

There was Council discussion regarding the frequency of need for the board, background checks; soliciting for volunteers and not creating the board until they have five volunteers to seat the board.

TM Kimball spoke on putting an article in the newsletter over a couple month period seeking volunteers for the board.

3.4. Creating an ordinance as a reference for the Private Road Transition Policy.

Councilmember Wright asked if the resolution could be changed to an ordinance.

Town Manager Kimball said the drawback would be, if the policy changes, then the ordinance would require change. A policy could be referenced and revised without changing the code.

There was Council discussion regarding the condition of private roads before being transitioned to the Town and the responsibility that minimum conditions be met by property owners before transition. There was further discussion regarding the determination of acceptability of the road conditions before transition and, whether Council previously voted on that, or if it was at the sole determination of the Town Engineer. There was Council consensus that the determinations for private road transitions should be handled in a very consistent manner before Council accepts the issue for a final vote.

Town Manager Kimball explained that if Council is happy with 07-49, then she will review the Transition Request Application and Engineering Policy 10-04 to be sure there is no confusion and see if there is any revision necessary, subsequently creating a reference ordinance so that it can be codified. In the future, if Council feels there is a problem or want to change it, then only the resolution would require revision, not an ordinance. This was TM Kimball's recommendation and she will bring this back to Council after review and preparation of the ordinance.

4. Special Session. Legal action can be taken.

4.1. Whether to hold additional special session[s] this month.

No additional sessions to be held.

5. Adjourn. The meeting was adjourned at 3:09 p.m.

Terry Nolan, Mayor

ATTEST:

Judy Morgan, Town Clerk