

**TOWN OF DEWEY-HUMBOLDT
TOWN COUNCIL
REGULAR MEETING MINUTES
DECEMBER 5, 2017, 6:30 P.M.**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, DECEMBER 5, 2017, AT TOWN HALL AT 2735 S. STATE ROUTE 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.

1. **Call To Order.** Mayor Nolan called the meeting to order at 6:30 p.m.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Led by Councilmember Hamilton.
 - 2.2. **Invocation.** Given by Councilmember Timmons.
3. **Roll Call.** Town Council Members Jack Hamilton, John Hughes, Amy Timmons, Doug Treadway, Victoria Wendt, and Mayor Terry Nolan were present. Vice Mayor McBrady was absent.
4. **Announcements Regarding Current Events, Guests, Appointments, and Proclamations.**

Announcements of items brought to the attention of the Mayor not requiring legal action by the Council. Guest Presentations, Appointments, and Proclamations may require Council discussion and action.

 - 4.1. **Northern Arizona Council of Governments (NACOG) Presentation by Executive Director, Chris Fetzer.** [Approved by Council at October 3, 2017 Meeting]

Chris Fetzer, Executive Director of NACOG gave a PowerPoint presentation highlighting the services provided by NACOG. It is a non-profit corporation with a make-up similar to local governments. Mr. Fetzer gave overviews of the services they provide, including Head Start; Agency on Aging; weatherization and several other community services. He provided information on their budget and funding, as well. He answered Council questions regarding program qualifications such as income, need, and population. Mr. Fetzer thanked Councilmember Treadway for his participations and involvement as a committee member.
 - 4.2. **Financial Audit FY16-17.** [Henry & Horne]

Marilyn Mays, CPA, gave an overview of the audit passing copies of the reports out to Council. She noted this was a clean opinion and you can rely on the figures in the statements. She noted that revenues were a bit higher than budgeted and the expenses came in under. The same was true for the HURF budget. Mayor Nolan asked if there were any recommendations for next year. Ms. Mays noted possibly it could be considered to take the cash basis to a full accrual to prepare for the audit and made recommendations on how to get some of those adjustments made before they come in for the audit. She noted that the cash basis is fine, but a lot of work for limited staff. There were no Council questions. Mayor Nolan thanked Ms. Mays and Mickey Moore, Town Accountant.
5. **Town Manager's Report.** Update on Current Events.

Mr. Wilson thanked Council for having been selected as Town Manager. He noted this was his 8th day on the job and thanked the Staff for their welcome and assistance. He noted he is making some progress on issues, but noted that there are Council Members he still needed to meet with.

Building Official, Don Roberts, has had a setback with his recent injury. He will be performing the in-house work and Cindy Spahr will conduct site investigations for the next four to ten weeks. This seems to balance out budget-wise.

He did note that possibly Council would want to consider endorsing a resolution for NACOG in reference to not cutting off their federal funding.

6. Consent Agenda.

6.1. Minutes. Approval of Minutes from the September 19, 2017 Regular Council Meeting; October 3, 2017 Regular Council Meeting; October 24, 2017 Special Session Meeting; October 25, 2017 Special Session Meeting; November 1, 2017, Special Session Meeting; November 7, 2017 Regular Council Meeting; and November 14, 2017 Special Study Session Meeting.

Councilmember Wendt noted a small correction on the November 7, 2018, minutes on page 25. It was noted under #7, second paragraph, where it was noted that CM Wendt took photos. Councilmember Timmons actually took the photos and forwarded them to CM Wendt and she used them on the Firewise website.

Councilmember Hamilton made a motion to approve the above minutes with the noted revision, seconded by Councilmember Hughes. The motion passed unanimously.

6.2. Approval of Contract for Magistrate Services with Catherine J. Kelley.

Councilmember Hamilton made a motion to approve the contract with Catherine J. Kelley, seconded by Councilmember Hughes. The motion passed unanimously.

Town Manager Wilson noted that in the past Consent Agenda items were very limited, in the future there would be more. You can make one mass motion on all the items under the Consent Agenda, unless, there are issues to be pulled off the agenda.

7. Comments from the Public (on non-agendized items only). None.

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. Discussion and possible action regarding amendment to the Council meeting schedule.

Mayor Nolan read the Council Communication which spoke of Interim Town Manager Lee Elliott having made a recommendation to reduce the amount of monthly Council meetings with a Work Session to be held on the first Tuesday of the month and a Regular Council Meeting on the third Tuesday of the month.

Town Manager Wilson noted that the proposal with evening meetings accommodates Staff and Public, but afternoon meetings are of the Council's prerogative. He felt that the monthly Council business does not command three meetings. He recommended the first meeting each month to be a Work Session and the second a Regular Council meeting.

There was extensive Council discussion regarding the proposed meeting schedule.

Councilmember Hamilton made a motion that we go to two meetings a month, the first Tuesday a Regular meeting and the second Tuesday a Work Session.

Councilmember Timmons spoke of believing that Work Session were to prepare for the Council Meetings, wouldn't you want the Work Session first?

Town Manager Wilson noted that was part of the Staff's proposal – the first Tuesday being a Work Session and the third Tuesday a Regular meeting. He did not recommend back-to-back meetings.

Councilmember Wendt made a motion that we go to two meetings a month, the first meeting a Work Session meeting at 6:30 p.m., the second meeting an actual Council meeting at 6:30 p.m., on the Tuesdays recommended, the first and third, on a trial basis for six months. Councilmember CM Treadway noted that he did not agree with the times, but he valued the staff recommendation and seconded the motion.

A roll call vote was taken, with the motion passing by a 5-1 vote, with Councilmember Hamilton voting against.

8.2. Discussion and possible action to schedule Councilmember Timmons's update for the January 9, 2018 Work Session regarding the citizen committee's progress regarding Amending the Town of Dewey-Humboldt, Arizona Code of Ordinances, Title IX General Regulations, by adding New Chapter 100 Animals Other Than Dogs related to the control and regulation of domestic animals other than dogs, maintenance standards for domestic animals other than dogs, and enforcement. [Previously discussed at the October 10, 2017 Work Session.]

Mayor Nolan asked Councilmember Timmons for an update.

Councilmember Timmons inquired if this was actually Chapter 100 as she thought the Dog ordinance was Chapter 100. She noted that there is a six-member committee working on this. They are getting together. They have been sending her emails and providing input. She has had some family medical issues of the past two weeks and has to let some matters go. She feels that they can have it on January or February, as it is moving along. There are a couple components that need more work. It should be ready for a Work Session. There was consensus to include it in the January 9, 2018 Work Session agenda.

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

9.1. Mayor's Annual Update on the External Memberships and Committees Report to Council [per Town Code 20.021 (B)(12)].

Mayor Nolan provided summary information on all the Town-related events and meetings that he attended over the 2017 calendar year.

9.2. Council Regional Organization Appointments [per PG No. 15-01].

The following committee nominations were made:

CYMPO – Mayor Nolan (primary); CM Hughes (alternate)

GPREP – CM Hughes (primary)

NACOG – CM Treadway (primary); CM Wendt (alternate)

Yavapai County Interagency Coordination Committee [working with County's Emergency Mgt.]

CM Wendt (primary); Mayor Nolan (alternate)

Yavapai Regional Medical Center (YRMC) – Board of Electors

CM Timmons (primary); CM Hughes (alternate)

GAMA (Greater Arizona Mayor's Association) Mayor Terry Nolan (primary); Vice Mayor (alternate)

Mayor Nolan made a motion to approve the reorganization of the Council Regional Appointments as presented, seconded by CM Hughes. The motion passed unanimously.

10. Public Hearing Agenda. None.

11. Adjourn. The meeting was adjourned at 8:24 p.m.

Terry Nolan, Mayor

ATTEST:

Julie Gibson, Town Clerk