



TOWN COUNCIL MEETING MINUTES

July 6, 2011, 7 pm

Town Complex

400 block Paper Mill Road, Taylor, Arizona

CALL TO ORDER:

The meeting was called to order by Mayor Fay Hatch at 7:00

ROLL CALL:

Council members present: Mayor Fay Hatch, Vice Mayor Jane Lee, Councilman Mark Reed, Councilman Alan Ramage, Councilman Gary Solomon, Councilman Jared Hatch and Councilman Shawn Palmer

Council members absent: None

Staff present: Manager Eric Duthie, Clerk Kelly Jones, Engineer Stu Spaulding, Building Official/PZ Administrator Jeff Johnson, Finance Director Gus Lundberg, EMS Director/Fire Chief Clint Burden

Attorney: Sterling Solomon participated via telephone

Visitors present: "See List"

PLEDGE OF ALLEGIANCE:

Led by Vice Mayor Jane Lee

INVOCATION:

Offered by Councilman Jared Hatch

CONSENT AGENDA

- A. Approve minutes of the May 4, 2011 Town Council work session
- B. Approve minutes of the June 1, 2011 Town Council mtg.
- C. Approve Resolution R2011-05, imploring the State to stop reducing HURF funding and return funds to a minimum of 2008 levels.
- D. Approve appointment of John Doyle to Rodeo Committee.

Vice Mayor Jane Lee made a correction to the minutes of June 1, 2011 Council meeting. On page 5 agenda item #6 states "The motion carried with Fay Hatch *obstaining* from voting". This needs to be changed to "The motion carried with Fay Hatch *abstaining* from voting".

A motion was made by Councilman Gary Solomon, seconded by Councilman Mark Reed To accept the consent agenda with the change made by Vice Mayor Jane Lee on "B" approval of minutes of June 1, 2011 Town Council meeting on page 5, item 6 changing the word *obstaining* to *abstaining*.

The vote was unanimous (7-0)

ACTION ITEMS

- 1. **Mayor Presentation:**
 - **Wallow Fire community assistance;**
 - **Senior Citizens service;**

Mayor Fay Hatch acknowledged Brad Click for his effort with removal and storage of livestock during the Wallow Fire. He said that Brad spent many hours to make sure feed, water and the facility (the Taylor rodeo grounds) was ready if needed. Mayor Hatch expressed the appreciation of the

Council and staff and presented Brad with a plaque in recognition of his service.

Mayor Hatch expressed appreciation of the Council and staff to Loretta Whitlow who recently resigned from her position as the Director of the Silver Creek Senior Center. He thanked Mrs. Whitlow for her outstanding service to the center and the community. He said that she has dedicated many hours to help people's lives become better and is appreciated by many adding that we are grateful to have her and her service. Loretta has been the director since May 2008. Loretta was also presented with a plaque of appreciation.

2. Discussion/Action: Approve/Deny to change authorized signers on the town checking accounts to be Mayor Hatch and Vice-Mayor Lee.

Finance Director Gus Lundberg said that with the recent departure of Debbie Tuckfield and Jordy Fuentes from the Town Council they need to be replaced as signers on the town checking account. The policy states the Mayor and Vice Mayor are signers.

**A motion was made by Councilman Jared Hatch, seconded by Councilman Shawn Palmer To approve the change in authorized signers on the town checking accounts from Debbie Tuckfield and Jordy Fuentes to Mayor Fay Hatch and Vice Mayor Jane Lee
The vote was unanimous (7-0)**

3. Discussion: Request from resident to discuss rodeo grounds, sewer charges and a fence.

Elmer Magee reported that living near the rodeo grounds he sees what goes on. A previous Council talked about putting stop signs up through the rodeo facility and he feels speed limit signs need to be installed as well. He said there is lots of speeding that stirs up dust and he feels they should water after events. Mr. Magee feels that part of rodeo grounds should be sealed off and said that a few years ago there was an accident there. He said that as much money as the town spends we should be able to spend money to keep dust and noise down adding that the speakers used during events are loud. He would like to see a six foot chain link fence installed on the west side of his property. He has some materials and would be willing to set the posts if he had the equipment and labor. Eric asked Mr. Magee if the fence he is referring to is his fence and he said that it is. He said that leaving the gate open is an invasion of his privacy and makes the facility accessible to thieves. Mr. Magee went on to say that the Little League concession stand has been broken into and there is more going on at the facility than rodeos and ball games. Mayor Hatch instructed Manager Duthie to get with Mr. Magee on this issue. Councilman Gary Solomon said he will also visit with Mr. Magee regarding the fence. Mr. Magee said the road should be open from April 15 – September 15 each year and should be shut down when there are no events taking place. The Council went on to discuss placing millings on the road by the Magee's property that enters the rodeo grounds. Eric said some millings may be available when Interstate 40 is resurfaced. Brad Click said this will be addressed by the Special Days/Special Events Committee. Councilman Mark Reed questioned the legality of stop signs placed at the Rodeo Grounds and Attorney Sterling Solomon said it is a question of whether or not it would be enforced. Councilman Shawn Palmer said the rodeo grounds are used every day by lots of people and we would not want to lock good people out. The entrance by Mr. Magee's home provides good access for larger equipment. The noise is a part of our celebration and has always been a concern. Mr. Magee said he feels people living in the area of the rodeo grounds need to be taken into consideration. Mayor Hatch said there will be meetings in the future where these issues will be discussed.

Mr. Magee said he is trying to get fair treatment on the monthly residential sewer charges and there should be some way to adjust for older people and singles that use less water for utilizing this service. Finance Director Gus Lundberg explained that the town has a flat residential charge for sewer and this matter was considered and discussed by the Council when we went over sewer rates and charges. Engineer Stu Spaulding said when this issue was brought up by a previous Council he researched to find somewhere in Arizona that had sewage meters. There were none in Arizona and an internet search showed that it would cost an approximate \$5000 per meter. The issue is how much water is used for sewage and how much for other water usage. Stu said that sewage plants have lots of expenses that are not all due to water volume and it would be difficult to monitor exact usage.

**4. Discussion/Action: Approve/Deny appointment of Mr. Ralph Schreiber to serve a three year term on the Planning and Zoning Commission.
Zoning Administrator Johnson**

Planning/Zoning (P/Z) Administer Jeff Johnson reported that two P/Z Commissioners completed their three year term last month. One of the individuals is willing to serve another term while the other one needs to be replaced. Jeff introduced Mr. Ralph Schreiber who is interested in this appointment. Mr. Schreiber said he and his wife moved here seven years ago. They visited family who live here and liked the area so they purchased a home in Taylor.

**A motion was made by Vice Mayor Jane Lee, seconded by Councilman Alan Ramage
To appoint Mr. Ralph Schreiber to serve a three term on the Planning and Zoning Commission
The vote was unanimous (7-0)**

5. Discussion/Action: Approve/Deny bid award for Paper Mill Road maintenance project.

Councilman Jared Hatch declared a conflict of interest and excused himself from the proceedings.

Eric reported the invitation to bid on the Paper Mill Road maintenance project went out in May and the bid packets were opened on June 29th. Stu said this is for the replacement of approximately 2292 yards of asphalt and will remove the bumps in front of the Northern Arizona Training Academy. Three bids were submitted: Surface Contracting \$79,618.60 – Western Grade \$98,000.00 – and Hatch Construction & Paving \$64,525.20. All three meet the standards and have bonds. Staff recommends the low bid from Hatch Construction. Stu said the project is scheduled to start in two weeks.

**A motion was made by Councilman Gary Solomon, seconded by Councilman Mark Reed
To award the Paper Mill Road maintenance project to Hatch Construction and Paving in the amount of \$64,525.20.
The motion carried**

At this time Councilman Jared Hatch returned to the proceedings and recused himself from voting declaring a conflict of interest.

6. Discussion/Action: Approve tentative Town budget for fiscal year 2011-2012; Authorize publication of the Town budget for FY 2011-2012.

Eric explained that the Council has received a copy of the draft budget. After approval of the tentative budget we are legally required to publish the budget for two weeks prior to adoption of the final budget. Eric reviewed the budget process explaining that the budget is set high as we always put in a buffer to allow for possible funds that may come in through the year due to grants or other sources. Eric said that funds for separate departments can be increased, decreased or moved around as needed during the year so we do have the authority to make a trade to cover deficiencies. What the Council approves is the size of the pocket and what can be expended. We have four funds; General, Water, Wastewater and Highway User Revenue Funds (HURF). Wastewater and HURF are restricted use funds. We have a reserve in this fund and the general fund. Eric said we are invested in the Local Government Investment Pool (LGIP) which is our savings account. Our draft budget for the coming year is \$5,302,468. We cannot spend what we did not budget for even if we have the funds therefore we have always added an amount in so we could use it. Last year in our budget we put in the buffer therefore when we received stimulus money and were able to use it. Gus reported that we have a grant for our airport we are currently involved in a Community Development Block Grant (CDBG) at the airport and rodeo grounds to make the facilities handicapped accessible. Gus said that monitoring the budget is a constant thing and tonight is setting the expenditure limitation. In answer to Mayor Hatch's question Gus said this year's budget is \$300,000 less than last year. Eric said that due to reduction in state funding and increases in state fees we are now seeing impact of the beginning of the crash.

**A motion was made by Vice Mayor Jane Lee, seconded Councilman Jared Hatch To approve the tentative town budget for the Fiscal Year 2011-2012 in the amount of \$5,302,468 as presented and authorize publication.
The vote was unanimous (7-0)**

7. Discussion/Action: Navajo County legislative redistricting and impact on the Town of Taylor.

Mayor Hatch stated that Navajo County held a redistricting meeting in Taylor on June 29th and will hold another one in August. He opened the floor for comments from any of those who were able to attend the recent meeting. Councilman Jared Hatch said he feels the meeting was informational and it is good that the County is informing each community to allow any citizen to redesign the districts if they choose to get involved. He said the Council has received emails from Eric and the biggest concern is for Taylor and Snowflake being split down the middle. He feels it is impertinent to get back together so we are in the same district as it would create a better opportunity for our region. Councilman Gary Solomon said the purpose of redistricting is to make sure one district can vote in candidates of their choice which seems sensible for Taylor and Snowflake. Councilman Alan Ramage said he has talked to some of the Council in Snowflake and if we are a bigger community we may be provided with more equipment. These are some of the issues we need to be involved with. Councilman Jared Hatch added that Holbrook maintains Snowflake but not Taylor and our County yard is in a different district. Eric said this issue was brought forward in Snowflake and they will pass a resolution to have them consider putting Taylor and Snowflake in one district. The issue comes down to Taylor and Snowflake would both have a voice. Another advantage if we go into one district would be then you have a loud voice with one supervisor. We have a partial voice with two or a strong voice with one. Councilman Gary Solomon said our district has grown and we have to be equal and he would like to find out more.

**A motion was made by Councilman Mark Reed, seconded by Vice Mayor Jane Lee
To table agenda item #7 Navajo County legislative redistricting and impact on the Town of Taylor**

The vote was unanimous (7-0)

**8. Discussion/Action: Assign Town representation to the following Committees, Commissions, Boards, Foundations and workgroups:
Mayor Hatch**

Eric reviewed the list of local, regional and state committees that the Town of Taylor are involved with by either Council or staff representation. He said the Council can add departments not listed if they choose to do so. After discussion assignments were as follows:

LOCAL

- Airport Committee (*currently Councilmember Hatch, staff attends*)
This will remain the same with town representation from Councilman Jared Hatch and Manager Eric Duthie
- Beautification Committee (*currently Vice Mayor Lee*)
This will remain the same with town representation from Vice Mayor Jane Lee
- Chamber of Commerce Board of Directors (*currently Town Manager*)
The Manager can continue since we are funding them. He is willing to continue and/or assist if the Council desires.
Councilman Alan Ramage is willing to serve as Taylor's representative on the Chamber Board and will replace Manager Eric Duthie.
- Economic Development Committee (*formerly Council member Palmer as Chairman, staff attends*)
Robin Palmer has not resigned from this Committee. He will be asked if he wants to continue to serve. Councilman Gary Solomon said he would like to be a part of this Committee. Eric said staff will also continue support.
- Historical Preservation Commission (*believe to be vacant*)
Councilman Jared Hatch said he currently serves on this Committee. Councilman Mark is willing to serve and will replace Councilman Jared Hatch.
- Silver Creek Senior Citizens Council Board of Directors (*currently Town Manager and Zoning Administrator*)
Eric said that since we provide funding to the Senior Center he will continue to be involved. Jeff Johnson serves on this Board as well. Senior Citizen Board Treasurer Keith Baldwin stated it has been helpful to have the Town Managers on the Board. Their expertise has been beneficial to the organization. Eric and Jeff will continue to serve.
- Snowflake-Taylor Tourism Committee (*currently Town Manager*)
Eric said the goal of this Committee is to promote town events and activities. It is a subcommittee of the Chamber of Commerce. Councilman Alan Ramage will serve on the Committee along with Town Manager Eric Duthie. Barbara Bruce was in attendance and stated she would also be willing to serve.
- Special Days/Special Events Committee (*formerly Council members Fuentes and Whipple*)

This Committee meets before and after all the towns' events to make sure things are in order. Shawn Palmer will serve as the town's representative.

- Police Administrative Committee (*Designees are Mayor, Vice Mayor, Town Manager and Town Attorney as prescribed through the inter-governmental agreement*)
Will remain the same, Mayor, Vice Mayor and Manager as designated.

REGIONAL

- Apache/Navajo Counties Mayor and Councilmembers Association (*currently Town Manager as Mayor's proxy/designee*)
We have not had Council representation so Eric will continue as the Town of Taylor representative.
- Northern Arizona Council of Governments (NACOG) Regional Council (*currently Town Manager as Mayor's proxy/designee*)
Eric will continue to serve as Taylor's representative.
- NACOG Economic Development Council (*currently Town Manager*) Chosen by each county.
Eric will continue to serve as Taylor's representative.
- NACOG Community Action Board (*currently Town Manager with a proxy/designee of Town Clerk*)
Eric and Kelly will continue to serve
- NACOG Social Services Block Grant Committee (*currently Town Manager with a proxy/designee of Town Clerk*)
Eric and Kelly will continue to serve

REGIONAL (cont.)

- Northeastern Arizona Training Center Board (*currently Town Manager as Mayor's proxy/designee, staff attends*) One meeting per year.
Mayor Fay Hatch will serve along with Eric
- Northland Pioneer College Foundation (*currently Vice Mayor Lee*)
Vice Mayor Jane Lee will continue to serve
- White Mountain Partnership (*currently Town Manager, staff attends*) Based on tourism.
Eric will continue to serve
- White Mountain Regional Transportation Committee (*currently Public Works Director*)
Public Works Director Ron Solomon will continue to serve

STATE

- Arizona Department of Water Resources Water Resource Development Commission sub-committees (*currently Town Manager for Municipal Committee, Town Engineer Co-Chairs Supply and Demand Committee, Public Works Director for Environmental Committee, Zoning Administrator for Population Committee and Finance Director for Finance Committee*)
Staff will continue to serve

CALL TO THE PUBLIC:

There was no public comment.

FUTURE AGENDA ITEMS:

Councilman Gary Solomon would like the “Call to the Public” on a future agenda to be moved to the first of the meeting.

Councilman Jared Hatch would like to have discussion of a Council Retreat

Councilman Mark Reed would like to have discussion of this year’s League of Arizona Cities and Towns Conference and who will attend.

ADJOURNMENT:

**A motion was made by Councilman Alan Ramage, seconded by Vice Mayor Jane Lee
To adjourn the meeting**

The vote was unanimous (7-0) 9:10

Certification of Minutes: I hereby certify that the foregoing minutes are a true and correct copy of the Taylor Town Council meeting held on the 6th day of July, 2011. I further certify that the meeting was duly called to order and that a quorum was present.

Dated this 7th day of July, 2011

Kelly Jones
Town Clerk
Town of Taylor