

## Minutes of a Special Meeting of the Common Council of the Town of Clarkdale Held on Tuesday, September 26, 2006

A Special meeting of the Common Council of the Town of Clarkdale was held on Tuesday, September 26, 2006 at 6:00 p.m. in the Men's Lounge of the Clark Memorial Clubhouse, 19 North Ninth Street, Clarkdale Arizona.

**Town Council:**

|               |                   |
|---------------|-------------------|
| Mayor         | Doug Von Gausig   |
| Vice Mayor    | Jerry Wiley       |
| Councilmember | Frank Sa          |
|               | Patricia Williams |
|               | Curtiss Bohall    |

**Town Staff:**

|                          |                  |
|--------------------------|------------------|
| Town Manager             | Gayle Mabery     |
| Deputy Town Clerk        | Walt Good        |
| Comm. Dev. Director      | Sherry Bailey    |
| Public Works Director    | Steven Burroughs |
| Finance Director         | Carlton Woodruff |
| Building Official        | Mike Baker       |
| Ass't to the Town Mgr    | Janet Perry      |
| Town Magistrate          | Harry Cipriano   |
| Public Works Admin Ass't | Pat Burkhart     |
| Fire Chief               | Jerry Doerksen   |
| Police Chief             | Pat Haynie       |

**Others Present:**

**AGENDA ITEM: CALL TO ORDER** – Mayor Von Gausig called the meeting to order at 6:00 p.m. and noted that all Council members were present

**AGENDA ITEM: PUBLIC COMMENT** –

**Robyn**, stated she had two rattlesnakes in her yard the other day and when the fire department showed up to remove them they only had one bag on the truck. Robyn would like the Town to have more bags on the truck to enable the firemen to remove all the snakes to a another location.

**Ellie**, presented the council with a feature article from Arizona Tourist News about Clarkdale. Arizona Tourist News is distributed in hotels, chambers of commerce and other places where tourist may visit to get area information.

Steve Burroughs introduced **Pat Burkhart** to the

council as the new Public Works Administrative Assistant II.

**AGENDA ITEM: CONSENT AGENDA** - The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

It was noted that Item A is for drainage projects and that the Town has a project list.

Item D was pulled from consent agenda. Vice Mayor Wiley moved to approve all other items. Councilmember Sa seconded and the motion passed unanimously.

Item D – It was clarified that Robyn Bonefeild was appointed for a two year term. Councilmember Sa moved to approve Item D. Vice Mayor Wiley seconded and the motion passed unanimously.

- A) YAVAPAI COUNTY FLOOD CONTROL DISTRICT AGREEMENT – Acceptance of an agreement for \$67,785.00, to be used by the Town to fund drainage studies, installing culverts, improving drainage ways and other flood mitigation work.
- B) BOARD & COMMISSION APPOINTMENTS – Approval of a Resolution making appointments to the Library Advisory Board. Resolution #1204
- C) BOARD & COMMISSION APPOINTMENTS – Approval of a Resolution making appointments to the Parks and Recreation Commission. Resolution #1205
- D) BOARD & COMMISSION APPOINTMENTS - Approval of a Resolution making appointments to the Design Review Board. Resolution #1208
- E) BOARD & COMMISSION APPOINTMENTS - Approval of a Resolution making appointments to the Board of Adjustment. Resolution #1206

F) BOARD & COMMISSION APPOINTMENTS  
- Approval of a Resolution making appointments to the Heritage Conservancy Board. Resolution #1207

AGENDA ITEM: 2004-05 FINANCIAL AUDIT – Presentation of audit report and consideration of approval of the 2004-05 Fiscal Year Audit.

Finance Director Woodruff noted that the cemetery was not following the fee schedule. That has been addressed and corrected. There are program glitches in Fundware and he is checking into a new system that will run finance and utility billing. The finance report gauged the financial health of the Town as solid. The Town had higher expenditures than revenues in FY2004-2005 this was offset by some lost investment funds being recouped. Assets are listed at Fair Book Value, not Market Value, which is higher, making the Town even more financially solid. Councilmember Sa, who met with Finance Director Woodruff on Sunday to review the audit, observed that the finance department needs new software and another person to do the town’s business efficiently.

Councilmember Williams moved to accept and approve the FY2004-2005 Financial Audit. Councilmember Sa seconded and the motion passed unanimously.

AGENDA ITEM: DISCUSSION OF COPPER BANNERS FOR MAIN STREET LIGHT POSTS – Discussion and possible approval of the design of some of the copper banners.

A sample copper banner was presented to council. Drake Meinke described the production and assembly process, noting that the finished product would be made with 16 gauge sheet copper to hold up to the wind. He sent several copper samples around that had different textures and coatings applied. It was noted that if a clear coat epoxy was used the banners would retain their bright copper color for about ten years before they would have to be recoated. Copper bushings, which should last about ten years, will be placed on the pole to ensure that the holding rod and retainer clips do not become damaged due to movement. Banner 5, the Made in Clarkdale Banner, was pulled for future reconsideration.

Councilmember Williams moved to approve six banners, numbers 1-Gazebo, 2-Blue Heron, 3-Trissle, 4-Quail, 6-Javalina and 7-St. Cecilia, to be left in natural condition to age naturally over the years. Frank Sa seconded and the motion passed four to one, with Councilmember Sa voting against it.

AGENDA ITEM: RESOLUTION SETTING FEES FOR THE TOWN OF CLARKDALE – Discussion and possible approval of Resolution setting building fees.

Building Official Baker made a presentation to the council on the resolution. Vice Mayor Wiley asked if the Town could set the building fee to automatically update when the national numbers were issued. Building Official Baker stated that it requires council approval of any Town Fee change. Grading fees were also increased to bring the Town just below the county mean for grading fees.

Vice Mayor Wiley moved that Resolution #1209 Determining Building Permit and Plan Review Charges be approved as written. Councilmember Sa seconded and the motion passed unanimously.

AGENDA ITEM: RESOLUTION SETTING FEES FOR THE TOWN OF CLARKDALE – Discussion and possible approval of Resolution setting facilities use fees and magistrate court fees.

Judge Cipriano explained the changes to the court fees to bring them in line with everyone else in the county. Some penalty changes were made in compliance to state statutes.

Changes to facilities reimbursement fees, some Town Attorney verbiage changes, and installing a half-day charge for functions that need set-up or clean-up time were discussed. Discussion was held on whether facility reimbursement fees could be set at a different level for Clarkdale resident versus a non-resident. Also discussed was the Town liability during rental functions. The police officer charge does not reimburse the Town at the rate it costs the Town and needs to be re-evaluated.

Vice Mayor Wiley moved to approve Resolution #1210, with noted changes on resident versus non-resident fees and police officer reimbursement. Councilmember Williams seconded. It was

discussed that the Council should revisit the Town Fee Schedule after staff receives legal advice and recommendations on resident versus non-resident fees and police officer reimbursement.

Councilmember Williams pulled her second.

Vice Mayor Wiley moved to approve Resolution #1210 Setting Fees for the Town of Clarkdale as written. Councilmember Williams seconded and the motion passed unanimously.

**AGENDA ITEM: FUTURE AGENDA ITEMS -**

Listing of items to be placed on a future council agenda.

1. Consider rates for facilities usage fees for Clarkdale residents versus non-residents and amount charged for a police officer to work an event.
2. Worksession on water rates for commercial water users.

**AGENDA ITEM: ADJOURNMENT** - With no further business before the Council and without objection the meeting adjourned at 8:09 p.m.

**APPROVE:**

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Doug Von Gausig, Mayor

**ATTEST:**

\_\_\_\_\_  
Walt Good, Deputy Town Clerk

**SUBMIT:**

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Charlotte Hawken, Admin. Assistant