

### Minutes of a Special Meeting of the Common Council of the Town of Clarkdale Held on Tuesday, June 26, 2007

A Special meeting of the Common Council of the Town of Clarkdale was held on Tuesday, June 26, 2007 at 6:00 p.m. in Room M137 at Yavapai College, Black Hills Drive, Clarkdale, Arizona.

**Town Council:**

Mayor	Doug Von Gausig
Vice Mayor	Jerry Wiley
Councilmember	Frank Sa (absent)
	Patricia Williams
	Curtiss Bohall

**Town Staff:**

Town Manager	Gayle Mabery
Ass't to the Town Manager	Janet Perry
Public Works Director	Steven Burroughs
Finance Director	Carlton Woodruff
Police Chief	Patrick Haynie
Fire Chief	Don Eberle
Deputy Town Clerk	Walt Good
Public Works Crew	KC Bailey
Building Official	Mike Baker
Community Dev. Dir.	Sherry Bailey

Others Present: Robyn Prud'homme-Bauer, Carol Johnson, Brandon Wilson, David Gue and Ellie Bauer.

**AGENDA ITEM: CALL TO ORDER –**

Mayor Von Gausig called the meeting to order at 6:02 p.m. and noted that Councilmember Sa was absent.

**AGENDA ITEM: PUBLIC COMMENT**

*Ellie Bauer*, Clarkdale, thanked the Water Company for the report on the 2006 Drinking Water.

**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.

Mayor Von Gausig stated that there are have five items on the consent agenda and any item may be pulled by any Councilmember for discussion.

Nothing was pulled and the Mayor said he would entertain a motion to approve items A thru E on the Consent Agenda.

Vice Mayor Wiley moved that the Consent Agenda be approved as submitted, seconded by Councilmember Bohall. Passed unanimously.

- A. AGREEMENT – Approval of a 2007-2008 Reimbursement Agreement for the use of Town Facilities by the Clarkdale-Jerome Lions Club.
- B. AGREEMENT – Approval of a 2007-2008 Reimbursement Agreement for the use of Town Facilities by the Clarkdale Chamber of Commerce.
- C. RESOLUTION # 1230 - Approval of Resolution #1230 to enter into a contract with the Governor’s Office of Highway Safety (GOHS) for a grant to be used for Drug Recognition Expert Training.
- D. PROCLAMATION – Approval of a proclamation acknowledging July 1, 2007 as the 50<sup>th</sup> Anniversary of incorporation of Clarkdale.
- E. YAVAPAI COUNTY WATER ADVISORY COMMITTEE – Approval of support of changes to the structure of the Yavapai County Water Advisory Committee.

**AGENDA ITEM: 2007 WATER SCIENCE FIELD SCHOOL** – Report on the 2007 Water Science, Regulation/Law and Policy Field School for Decision Makers

Mayor Von Gausig reported on his attendance at the 2007 Water Science Field School in Flagstaff. The program dealt with water and wastewater and the effect they have on us.

Highlights were: Shaun McKinnon, Arizona Republic water issues reporter; Mike Pierce, Water Attorney in the state, spoke on litigation issues and answered questions; Raymond Park on the Kachina Wetlands; and Cathy Propper , NAU, on the endocrine disruptors we are leaving in the ground with our wastewater.

What effect will these disruptors have on use in the

future and what affect will some of the proposed solutions have? These are unknowns and tell us that we need to learn more. Conclusion was that there are three ways to address water and wastewater problems – fast, cheap and right. Doing it right will mean doing studies that cost, evaluating those studies, spending the money to do it right, and then studying the solutions to ensure that it is doing what we need to ensure a safe water supply. This process is neither fast nor inexpensive

**AGENDA ITEM: PRELIMINARY BUDGET APPROVAL** – Final review and approval of the Preliminary FY2007-2008 Budget.

Finance Director Woodruff presented the Preliminary FY 2007-2008 Budget to council. The forms that were used are the forms that the State requires and reflected the information that the Council has been reviewing over the past couple of months in the Budget Worksessions. The main change in what will be submitted this year is the addition of a new Schedule F. Note that the General Fund is balanced for FY 2007-2008.

Schedule A, is the summary of estimated revenues and expenditures. The only change on this schedule is the Primary Property Tax Revenue, which is being reduced. Council approved this reduction to help offset the new Property Tax Levy by the Fire District.

Schedule B deals with the summary of Tax Levy and Rate information. The reduction of last year's Primary Property Tax amount of \$327,383 was to \$246,169. This is a tax rate reduction of 1.1281 down to 0.7100. The bonus of this reduction is that the Town will not have to have "Truth in Taxation" publication, which is only required when the amount goes up.

Schedule C, revenue other than property taxes, reflected no changes from what had been presented already to Council.

Schedule D is the summary of interfund transfers. This also reflected no changes from what had been presented already to Council.

Schedule E reports the expected expenditures by fund and by department.

Schedule F is the same information that is on Schedule E, just in another format. This is a new form for Council review that is required by the State.

The Town of Clarkdale proposed Preliminary FY 2007-2008 Budget is \$27,725,807, an increase of \$486,757 that can be attributed mainly to the construction start of the new wastewater treatment plant.

Vice Mayor Wiley asked how the Fireman's Pension Trust would be handled – the Fund will be transferred to the Clarkdale Fire District and will be on their budget.

Councilmember Williams moved that the Preliminary FY2007-2008 Budget be accepted as presented. Vice Mayor Wiley seconded and the motion. Passed unanimously.

Mayor Von Gausig recognized the efforts of Finance Director Woodruff and thanked him for his diligence and the way the budget process had been presented to Council in a very understandable manner. Vice Mayor Wiley, Councilmember Williams and Councilmember Bohall concurred.

**AGENDA ITEM: WORKSESSION ON WATER CODES** –A worksession to discuss Clarkdale's draft Water Code.

Carol Johnson, Willdan, led the discussion on the proposed Water Code and started with the reasons why the Town of Clarkdale is looking at a Water Code:

- Purpose –To provide written rules for the water system. These rules will protect the public health, safety and welfare with Town Council endorsement by approval of the
- Schedule – Ms. Johnson thanked the members who have helped so far with this project. Town Manager Mabery, Community Director Bailey, Public Works Director Burroughs, Mike Baker, Fire Chief Eberle, Town Attorney Pecharich, Patsy Olsen-City of Cottonwood and Dan Lueder-City of Cottonwood. The team was formed and the first meeting held on March 1, 2007. The first thing that the team learned was that each session they did not get to the end of their agenda as the discussions and changes were more than time allowed. An outline

of the code was completed on April 16, 2007 and on May 29, 2007 the first draft was completed and ready for review and changes. The proposed date of July 29, 2007 for having the Code complete and ready for public input will not be met as several more meetings and discussions are required before the document is ready for public input. Several more meetings with the Council are needed for their input into the Code causing more team sessions and back to Council.

- Draft items that currently need council input are: Hearing Officer, Bulk Water, Abandonment of Existing Wells, Reimbursement Agreements, Water Conservation and many more.

- Overview of Draft – Discussion began on the Draft, Ms. Johnson said that she was prepared to discuss Section 19-1 Definitions, 19-2 Authority, 19-3 Conditions of Service and Appeals, 19-10 Extensions Design and Construction, and 19-11 Extension and Reimbursement Agreements.

19-1 – Definitions were discussed and Ms. Johnson explained that the definition of *Potable Water* came from the Town of Clarkdale Drought and Water Shortage Preparedness Plan. Mayor Von Gausig wanted to know if the definitions could be bolded or noted so that the exact meaning intended would be clear to those who read the Code.

19-2 – Municipal Water Utility Division – Authority section provides the basis under what authority the Town of Clarkdale operates. Mayor Von Gausig asked if this is where the Town wants to define the Municipal Utility Director or if it should be more general in title allowing the Town to make changes without having to change the Code?

19-3 – Conditions of Service: Appeals states that water is distributed through meters only. There was discussion on Appeals and Service being in the same Article. Council suggested that they be separated. Other verbiage changes were discussed and noted by Ms. Johnson. Council gave direction on the verbiage change and what they would like to see in the next version and to research other communities for alternative options.

Due to the length of the discussion the Council

ended the review of the Draft Code for the evening and acknowledged that they already have another worksession on the July 24, 2007 agenda. They requested a full day in late summer or early fall be scheduled for a Council work session on the Water Code

- Next Step – Ms Johnson will gather more information from other communities and will continue to work with the team on the verbiage.

#### **AGENDA ITEM: WORKSESSION ON PROPERTY MAINTENANCE CODE –**

Worksession on Property Maintenance – program update.

Building Official Baker made a presentation on the current process being used to Council. He reviewed the areas that had already been toured and discussed the areas of Clarkdale that would be visited next. Because of other duties the process has taken longer than originally scheduled.

Mayor Von Gausig asked what had been learned so far and if there are any areas of the Code that need to be addressed. Building Official Baker responded that the areas that had been reviewed so far were the easy ones and had been used as a learning ground. The next area of review will be Upper Clarkdale and that area will present a larger potential for Code violations.

Staff will be sending out letters advising property owners of the impending Property Maintenance neighborhood review. They will be working on a block by block area instead of notifying all of Upper Clarkdale and then some neighborhoods not being seen for several weeks. There was discussion on the letter and timing of the letter Council suggested that staff advise the owners that they will be out in that area in so many weeks and these are the items that the Town is looking to review.

Building Official Baker also stated that property with an alley needs to have the house number showing in the alley, with a certain configuration per Code. Mayor Von Gausig asked Community Development Director Bailey how this was affecting her department operations. Ms. Bailey replied that the program is a priority, inspections and complaints are serviced by the Building

Department as highest priority thus some delays have been experienced in scheduling time for the inspections.

The Town has also worked on 26 complaints during this period. Town Manager Mabery stated that she did not think that was an increase of complaints over last year. It is just we now have a Town Code with which to address the situation. Building Official Baker stated the neighbor versus neighbor complaints were now easier to resolve. The Code says what is acceptable and that is what is enforced. Time for inspections will ease next fiscal year when the building inspector position will be refilled.

The Council directed staff to review the letter and make expectations known, approximant date of inspection, and give examples of possible Code infractions. Staff was also instructed to return to Council with a new update in the future.

**AGENDA ITEM: FUTURE AGENDA ITEMS -**  
Listing of items to be placed on a future council agenda.

- Full day Water Code work session.

**AGENDA ITEM: ADJOURNMENT -** With no further business before the Council and without objection the meeting adjourned at 8:00 p.m.

**APPROVED:**

\_\_\_\_\_  
Doug Von Gausig, Mayor

**ATTESTED:**

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

**SUBMITTED:**

\_\_\_\_\_  
Charlotte Hawken, Admin. Assistant