

TOWN OF GILA BEND

Minutes of the September 22, 2009 Council meeting

I. CALL TO ORDER

- A. The meeting was called to order by Mayor Henry at 6:00pm.
- B. Mayor Henry led the Pledge of Allegiance
- C. Invocation was led by Airport Manager Drury

II. ROLL CALL

Mayor Ron Henry
Vice-Mayor Fred Hull
Council Member Fernando Fernandez
Council Member Armida Gonzalez

Council Member Chuck Turner
Council Member James "Bud" Turner-absent
Council Member Donny Young

Staff present: Public Works Director Parsi, Finance Director Young, Fire Chief Birchfield, Airport Manager Drury, Accounts Receivable Clerk Carpenter, Records Management Clerk Eisenberger

III. CALL TO THE PUBLIC (*The procedures to follow if you address the Council are: Council requests that you express your ideas in three minutes or less and refrain from any personal attacks or derogatory statements about any individual. The Mayor will limit discussion whenever he deems such an action appropriate to the proper conduct of the meeting. At the conclusion of an open call to the public, individual members of the Council may respond to criticism made by those who have addressed the Council, may ask Staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take legal action on any matters during an open call to the public unless the matters are properly noticed for discussion and legal action.*) **Mayor Henry reminded everyone to turn off cell phones. No public comment.**

IV. PUBLIC HEARING: The Town Council shall receive public comment on the proposed 5-year Consolidated Plan to be submitted to Community Development. **Town Manager Buss spoke about the hearing held two weeks prior where residents and staff developed the 5-Year Consolidated Plan that is to be submitted to Maricopa County Community Development. No public comment. Vice Mayor Hull moved to end the Public Hearing. Seconded by Council Member C. Turner. Motion passed unanimously; 6-0.**

V. CONSENT AGENDA (all items subject to approval by a single motion; any Council Member may require any of these items to be voted on separately)

- A. Approval of the September 8, 2009 Meeting Minutes. The Town Council shall discuss and possibly take action on the approval of the September 8, 2009 minutes. **Discussion and Action.(WHITE)**
- B. Unifirst Corporation. The Mayor and Town Council shall discuss and possibly take action to approve as the Town's uniform supplier, replacing G&K Services. Unifirst Corp. is on the state cooperative agreement which the Town of Gila Bend is signatory to. **Discussion and Action (BLUE)**
- C. Personnel Policy Manual Clarification. The Mayor and Town Council shall discuss and possibly take action on clarifying section 3.3 of the Towns Personnel Policy, to reflect the schedule of a part-time employee to be less than thirty (30) hours per week, reflecting industry employment norms. **Discussion and Action (YELLOW)**
- D. PBS&J On-Call Engineering Services Contract. The Mayor and Town Council shall discuss and possibly take action to approve a contract with PBS&J for on-call engineering services. PBS&J was awarded the RFP for Town Engineering Services on July 7, 2009. **Discussion and Action (GREEN)**

- E. **EJCDC Agreement with PBS&J. The Mayor and Town Council shall discuss and possibly take action on the approval of an EJCDC (Engineers Joint Contract Documents Committee) Agreement between PBS&J and the Town of Gila Bend. USDA Rural Development is requiring this agreement pursuant to the Town's funding for the waterline and fire hydrant replacement project. Discussion and Action**
- F. **AMEC Agreement. The Mayor and Town Council shall discuss and possibly take action on approving an agreement with AMEC for engineering and environmental services to develop construction documents for the Landscape and Signage Improvements project. The project is being funded through the American Recovery and Reinvestment Act (ARRA), commonly referred to as "stimulus money". Discussion and Action**

Vice Mayor Hull moved to approve the Consent Agenda items. Seconded by Council Member Gonzalez. Town Manager Buss called attention to item B. Unifirst Corporation and gave thanks to Accounts Receivable Clerk Carpenter for her hard work and for finding a uniform company that will save the town a lot of money. Motion passed unanimously; 6-0.

VI. BUSINESS - Discussion and possible action on the following items:

- A. **Emergency Declaration. The Mayor shall report to the Town Council on an emergency purchase/repair declared by Mayor Henry, pursuant to Section 3.12.040 of the Town of Gila Bend Municipal Code, for pump repair at Well #5 in the amount of \$11,379.67. Discussion Only. (PINK) Discussion on how this problem occurred when the power was lost during the storm and the emergency generator was hooked up incorrectly and this is the cost to repair. Discussion concerning who is responsible for paying for these repairs and it was noted that the town is in contact with the contractor regarding this issue.**
- B. **Emergency Declaration. The Mayor shall report to the Town Council on an emergency purchase/repair declared by Mayor Henry, pursuant to Section 3.12.040 of the Town of Gila Bend Municipal Code, for pump repair at Well #7 in the amount of \$1,275.00. Discussion Only. (SALMON) Discussion on this cost is to install a generator on to Well #7.**
- C. **5-Year Consolidated Plan. The Mayor and Town Council shall discuss and possibly take action to approve the 5-Year Consolidated Plan and submit the same to Maricopa County Community Development. Discussion and Action (LILAC) Council Member C. Turner moved to approve the 5-Year Consolidated Plan. Vice Mayor Hull seconded. No discussion. Motion passed unanimously; 6-0.**
- D. **Disadvantaged Business Enterprise Program. The Mayor and Town Council shall discuss and possibly take action to approve the Disadvantaged Business Enterprise Program for the Gila Bend Municipal Airport. The program is compliance with Federal regulations 49 CFR Part 26. Discussion and Action (BLUE) Council Member C. Turner moved to approve. Council Member Young seconded. Discussion on this program being a requirement of the FAA and is a part of the shade hangar process and if the DBE is not involved, there is no funding. Motion approved unanimously; 6-0.**
- E. **F/Y 2007-2008 Audit Report. The Mayor and Town Council shall discuss and possibly take action to accept the F/Y 2007-2008 Audit Report prepared by Colby & Powell. Discussion and Action (YELLOW) Vice Mayor Hull moved to approve and Council Member Gonzalez providing a second. Town Manager Buss commented that prior audit had 23 issues to resolve and this year had only three issues, with two issues already resolved. Town Manager Buss thanked Finance Director Young for the good job. Motion passed unanimously; 6-0.**

- F. Legal Services Agreement. The Mayor and Town Council shall discuss and possibly take action to appoint Michael Cafiso of Greenberg Traurig, LLP for Legal Services related to the Town of Gila Bend Municipal Property Corporation and USDA. **Discussion and Action (GREEN) Motion to approve by Vice Mayor Hull. Council Member Fernandez seconded. Town Manager Buss spoke about this item being a new requirement and that he was just informed on the day before that the Municipal Property Corporation must have a different attorney than the town attorney. Discussion on there being \$40,000 budgeted for this. Discussion on the leadership problems in Rural Development at this time causing high frustration and problems; i.e. today requested by Rural Development to submit the construction documents for the waterline and fire hydrant project that the town submitted to them four months ago. Discussion on the phone calls being made daily to Rural Development by Town Manager Buss, Finance Director Young, Public Works Director Parsi, and Town Clerk Turner. Motion passed unanimously; 6-0.**

VII. MAYOR AND COUNCIL MEMBER'S REPORT ON CURRENT EVENTS

(This is the time Council Member's may present a brief summary on current events. The Council may not propose, discuss, deliberate or take any legal action on the information presented)

Council Member Fernandez: No report.

Council Member Gonzalez: No report.

Vice Mayor Hull: No report.

Mayor Henry: No report.

Council Member C. Turner. No report;

Council Member Young: Reported that the past principal of the Gila Bend High School, Mr. Oschner, passed away unexpectedly from a heart attack, leaving four children. Any assistance to the family would be appreciated.

Mayor Henry asked Airport Manager Drury, Public Works Director Parsi and Finance Director Young if they had anything to report.

Airport Manager Drury: Reported he has been in contact with Hans who is ready to move forward with his airport museum; he has been working with Public Works Director Parsi getting the water project together; has been talking with flight schools showing interest in coming to Gila Bend; and, he is working with the Buckeye Airport Manager, Kimm Flatt, on getting separate frequency for Gila Bend and other safety issues.

Public Works Director Parsi: reported the town received almost 4,000 yards of millings that have been placed at the cemetery and is in contact with the county about using the millings on cemetery road to make asphalt, however, only 2,000 linear feet is the town's and the rest of the road is the county responsibility; the streets contractor is in the process of getting a dust permit and should begin next week; waterline at the airport will be an 8" line and include three or four hydrants on the line and one hydrant at the airport; and both sanitation trucks are working good at the moment.

Finance Director Young: reported she is in the process of inputting audit entries for October and it is the first time they will be done on time; the finance department is becoming more organized; the budget is working well; and she will provide Council Member C. Turner with the tipping fee amount for the landfill across the street from the landfill the town currently uses and will present the figures at the next Council meeting.

VIII. TOWN MANAGER REPORT

Town Manager Buss reported that the Town's website is currently down due to a change with our ISP and is getting it up and running is labor intensive; the new IT company hired by the town is doing a fantastic job and they provide a report within an hour of completing the work; he will be attending the CDAC meeting in October; the stimulus funds projects are on track with Gila Bend being number 10 on the list out of 90, with many other cities and towns requesting much more in stimulus funds.

- IX. EXECUTIVE SESSION: The Town Council may go into executive session for purpose of obtaining legal advice for any of the above agenda items pursuant to A.R.S.38-431.03(A)(3) **No Executive Session.**

X. ADJOURNMENT

Vice Mayor Hull moved to adjourn. Motion seconded by Council Member Gonzalez. Motion passed unanimously; 6-0. Time of adjournment: 6:27pm.

Ron Henry, Mayor

ATTEST:

Beverly Turner, CMC
Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the regular meeting held September 22, 2009, and the meeting was duly called and posted and that a quorum was present.

Beverly Turner, CMC
Town Clerk