

TOWN OF GILA BEND

Minutes of the October 8, 2013 regular Council Meeting

Pursuant to ARS 38-431.02, notice is hereby given that the TOWN COUNCIL will hold a special Council meeting on October 8, 2013 beginning at **6:00** p.m., in the Gila Bend Town Council Chambers located at 644 W Pima, Gila Bend, Arizona. A copy of the final agenda will be available twenty-four hours prior to the meeting in the Town Clerk's Office, 644 West Pima, Gila Bend, AZ 85337.

I. CALL TO ORDER

- A. Call to order ***The meeting was called to order by Mayor S. Holt at 6:00pm***
- B. Pledge of Allegiance ***Led by Mayor S. Holt***
- C. Invocation ***Given by Town Attorney S. McClure***

II. ROLL CALL

Mayor Steve Holt
Vice-Mayor Chuck Turner
Council Member Fernando Fernandez
Council Member Armida Gonzalez
Council Member Ron Henry - ***Absent***
Council Member Tommy Lee Sikes
Council Member James Turner

Staff present: Town Manager F. Buss, Town Attorney S. McClure, Town Clerk B. Turner, Finance Director S. Young, Public Works Director (PWD) B. Menard, Parks & Recreation Director (PRD) C. Turner, Deputy Town Clerk C. Eisenberger

III. 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. ***Vice Mayor C. Turner motioned to approve the Consent Agenda. Second by Council Member J. Turner. No discussion. Motion to approve the Consent Agenda passed: 6-0***

- A. **Approval of Council Meeting Minutes:** The Mayor and Town Council may discuss and possibly take action on the approval of the September 10, 2013 meeting minutes:
Discussion and Action
- B. **Payment of Claims:** The Mayor and Town Council may discuss and possibly take action to ratify claims in the amount of \$491,495.72 for the period of September 1, 2013 through September 30, 2013. **Discussion and Action**

IV. BUSINESS – Discussion and possibly action on the following items:

- A. **IGA Buckeye Valley Rural Fire District:** The Mayor and Council may discuss and possibly take action to approve an Intergovernmental Agreement by and between Buckeye Valley Rural Fire District and the Town of Gila Bend for Emergency Ambulance Transportation Services in the CON Area No. 78. **Discussion and Action *Town Manager F. Buss noted that it is basically the same as the last three (3) years with changes including the rate increase wording and semi-annual billing and the CON is approved. Discussion on Buckeye having to be enroute to meet CON response times. Council Member J. Turner motioned to approve the IGA with BVRFD. Second by Council Member F. Fernandez. No further discussion. Motion to approve the IGA passed: 6-0***
- B. **IGA Gila Bend Unified School District #24:** The Mayor and Town Council may discuss and possibly take action to approve an Intergovernmental Agreement by and between Gila Bend Unified School District and the Town of Gila Bend for the Mutual Use of Facilities. **Discussion and Action *Town Manager F. Buss noted that it is the same as before with a few minor changes, comfortable with the iGA and that it was taken before the School Board. Discussion on needing the tennis courts to be operable for use including net condition and height and cracks in court surface taken care of. Mr. Buss noted that PRD C. Turner was provided the language for that portion of it. Council Member J. Turner motioned to approve the IGA with GBUSD #24. Second by Council Member F. Fernandez. No further discussion. Motion to approve the IGA passed: 6-0***
- C. **Holiday Lights Starry Nights:** The Mayor and Town Council may discuss and possibly take action to approve Christmas Light Decorators for the 2nd Annual Holiday Lights Starry Nights in Community Park from December 2 through January 4, 2013 in a not to exceed amount of \$12,500.00, declaring Christmas Light Decorators as a sole source provider thereby waiving bidding requirements as provided in Section 38 of the Gila Bend Municipal Code. **Discussion**

and Action. **PRD C. Turner reviewed lighting plans, noting the same company does our street banners and there is a not to exceed amount of \$12,500.⁰⁰. Discussion on whether the Town will do this every year, what discounts received, and the cost to do ourselves and if and where inmate labor can be used. Council Member J. Turner moved to approve using Christmas Light Decorators. Second by Council Member F. Fernandez. No further discussion. Motion passed: 6-0**

- D. **Budgetary Transfer for Street Banners:** The Mayor and Town Council may discuss and possibly take action to transfer a total amount of \$12,553.02 from the Town Manager's GL line item 10-46-700 to the Parks and Recreation Department Special Events GL line item 10-84-652 for the purchase and installation cost of Street Banners. **Discussion and Action Town Manager F. Buss reviewed noting that it was approved by Council last year, but broken up and forgotten and was under budget by \$4,000.⁰⁰. Vice Mayor C. Turner motioned to approve the budgetary transfer. Second by Council Member T. Sikes. No discussion. Motion passed: 6-0**
- E. **Well 4 Bid Waiver Requirements:** The Mayor and Town Council may discuss and possibly take action on declaring an emergency in accordance with Section 38.04 of the Gila Bend Municipal Code, thereby waiving requirements found in Section 38.06, for the repair of Well 4 in the amount of \$22,205.00 (Twenty Two Thousand Two Hundred Five Dollars) **Discussion and Action PWD B. Menard reviewed. Town Manager F. Buss noted that Items E, F, and G are related, October 15th Pima Street Improvements to begin and better to use Well 4 water than RO water. Discussion on people taking water from hydrants, including the State, and reports from residents of unauthorized usage are appreciated.**
- F. **Well 4 Pumping System Repair:** the Mayor and Town Council may discuss and possibly take to approve an emergency repair order to Navajo Pump & Supply in the amount of \$22,205.00 for the repair of Well 4 pumping system. **Discussion and Action PW B. Menard reviewed the problems, repairs needed and well information. Vice Mayor C. Turner motioned to approve the Well 4 repairs. Second by Council Member T. Sikes. No discussion. Motion to approve repairs passed: 6-0**
- G. **Budgetary Transfer for Well 4 Pumping System Repairs:** The Mayor and Town Council may discuss and possibly take action to transfer funds from the Town Manager's Contingency line item 10-46-700 to the Enterprise Water Department 50-52-670 Well Expenditures in the amount of \$22,205.00. **Discussion and Action PW B. Menard noted repairs cannot be done by Town employees. No discussion. Vice Mayor C. Turner motioned to approve the budgetary transfer. Second by Council Member F. Fernandez. Motion passed: 6-0**
- H. **Main Street Design:** The Mayor and Town Council may discuss and possibly take action to approve the scope of work and fee proposal submitted by Dibble Engineering for the Main Street Reconstruction Project in an amount not to exceed \$43,960.00. **Discussion and Action PWD B. Menard reviewed project. Discussion on difference in cost between double chip seal and actual new 2" asphalt. Vice Mayor C. Turner motioned to approve the Main Street Design scope of work submitted by Dibble Engineering in an amount not to exceed \$43,960.00. Second by Council Member J. Turner. No further discussion. Motion approved: 6-0**
- V. **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)
Vice Mayor C. Turner thanked Council for approving the SCBA gear; Fire Department is wearing pink T-shirts for the month of October in support of Breast Cancer Awareness; thanked Jesus Baldenegro, Martin Vega and Stacy Perry for the cemetery looking so nice; reported that the old fire truck was returned by Henry-Davis and would like to restore it; noted that the Chamber meeting was great this month.
Council Member F. Fernandez thanked everyone for their condolences and Vice Mayor C. Turner for the quick response when ambulance was called.
Council Member A. Gonzalez noted that there are two (2) Waste Management dumpsters outside of the cemetery and requested that they be moved inside to make it easier for those needing to use them.

VI. TOWN MANAGER REPORT

Gave his condolences to the Fernandez family for their loss. My condolences to the Valdez family for their loss; Congratulated Firefighter/EMT Freddy Villegas, Firefighter/Paramedic Kendall Earley and Gila Bend Volunteer Firefighters Andrew Jaworski and Sergio Quezada for receiving the Save of the Year Award; reported on the computer virus that infected several computers that was removed from all systems both on and offsite; hiring of a new Planning Director is in the final stages with an offer hopefully made next week; gave status of recruitment for a Water/Wastewater Operator and Street Maintenance Worker; reported on the status and issues with the CDBG Papago Waterline Project and noted that the project will be moving forward once a few minor modifications have been made; met with the State Fire Marshall regarding the dormant fire district and discussing options on having the County or the Town dissolve it; attended FEMA meeting regarding the new flood maps; reported that Mayor Holt, Town Clerk Turner and myself attended the pre-construction meeting for the ADOT's re-paving of Pima Street. Start date is targeted for 10/15/13 and should last 4-6 months; spoke on the meeting with representatives of Entegra regarding the sale of part of its power holdings at the plant to Tucson Electric Power, meaning greater use tax, and likely more personnel needed; will be meeting with Mayor Holt and Vice-Mayor Turner in the near future to finalize documents, get signatures, etc. for the Sister Cities Agreement with Puerto Penasco; working on options for project managing the Pima Street beautification project; showed the first drafts of the Water/WasteWater GIS layers which will be verified and changes annotated then sent back to MAG. Reported for:

Fire Department: SCBA's have arrived and fit testing has been completed and SCBA training is scheduled for Wednesday Oct. 9th at 3pm and SCBA,s will be placed in service on Oct 9th after training is completed;

Planning & Economic Development: working with Bill Menard on a number of the departments pressing issues that includes, in addition to the FY2013/2014 work plan, a matrix of near term pressing issues that I had Eric put together before he left;

Parks & Recreation: New lamps installed and electrical repairs have been made at Community Park, Youth Tackle Football continuing with great success with two more Saturdays left and Working with the Fire Department, Elks, and Gila Bend Schools for Fright Night October 30th;

Public Works Department: completed repair of major pot holes caused by the recent storms; there has been no word on the second aircraft stolen from the Gila Bend Airport last Thursday a evening and that Staff has been reducing costs of maintenance of facilities and equipment by buying in bulk or concentrate solutions;

Finance Department: reported that they are creating the Town of Gila Bend Principles of Financial Management Administrative Policy Document which will affirm, in written form, current guidelines that are in place, for the Town's internal financial controls and in particular it will include the controls used within the Town that establish fiscal stewardship of public monies; all staff in the Finance Department will be attending the Caselle Clarity Conference October 15th – 17th; Completed the July and August Financial/Cash Flow reports. Total year to date as of 8/30/2013 revenues were \$ 785,089.19 while expenditures were \$641,723.49, which established a surplus year to date of \$ 143,365.70; and Joanne Carpenter has established the list of all the current terminated utility accounts that have outstanding balances;

Town Clerk's Department: Provided service to 444 + visitors coming through the museum and visitor center since January 1st, 2013; CDAC meeting of October 9th has been cancelled and 266 business licenses have been issued so far this fiscal year;

Social Services Department: Flor and Maria Aviles have visited with the school on Monday to promote the Solar Express, as well as the 24+ social service programs being offered out of the Care1st Resource Center; looking to adjust the Solar Express schedule to run a route at 5:30 or 6:00 a.m. for people needing to get to work on the morning shift. Our studies indicate that most of the fast food and convenient markets need their morning employees at work by 6-7 a.m. We are collecting surveys and have given them to all the businesses we stop at, along Pima St; Pitch in for Gila Bend Clean Up is October 26th starting at 8 a.m. at the community center and are looking for crew leaders and workers; and Director D. Dempsey is working with the Arizona Senior Center Association, as Vice Chair, to plan the upcoming annual Senior Center Association Conference.

- VII. 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.) **Resident Fred Hull spoke about how great the booster station is working and reported on the fire today and wreck yesterday the Fire Department responded to and the weekly training being done. Christina Hubbard, resident, reported on the Chamber of Commerce meeting with AZ Fish & Game and a meeting on the possibility of an urban lake.**
- VIII. FUTURE AGENDA ITEMS
(This is the time Council Member's may request items be placed on future agenda's)
No future agenda items.
- IX. EXECUTIVE SESSION: Pursuant to A.R.S. 38-431.03(A)(3)The Town Council may go into executive session for purpose of obtaining legal advice for any of the above agenda items.
No executive session called.
- X. ADJOURNMENT **Vice Mayor C. Turner moved to adjourn. Second by Council Member F. Fernandez. Motion passed: 6-0 Time: 7:12pm**

Steven Holt, Mayor

ATTEST:

Beverly Turner, MMC
Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the regular meeting held October 8, 2013 and the meeting was duly called and posted and that a quorum was present.

Beverly Turner, MMC
Town Clerk