

TOWN OF GILA BEND

Minutes of the January 14, 2014 regular Council meeting

Pursuant to ARS 38-431.02, notice is hereby given that the TOWN COUNCIL will hold a special Council meeting on January 14, 2014 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 **Mayor S. Holt called the meeting to order 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	Council Member Ron Henry
Vice-Mayor Chuck Turner	Council Member Tommy Lee Sikes
Council Member Fernando Fernandez- absent	Council Member James Turner
Council Member Armida Gonzalez- absent	

Staff present: Town Manager F. Buss, Town Attorney S. McClure, 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 **Council Member J. Turner motioned to approve the Consent Agenda. Second by Council Member R. Henry. No discussion. Motion to approve passed: 5-0**

- A. **Approval of Council Meeting Minutes:** The Mayor and Town Council may discuss and possibly take action on the approval of the December 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 \$231,441.47 for the period of December 1, 2013 through December 31, 2013. **Discussion and Action**

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

- A. **Lauridsen Aviation Museum:** The Mayor and Town Council may discuss and possibly take action on approving a lease termination and mutual release agreement relative to a property lease agreement with Lauridsen Aviation. **Discussion and Action Town Manager F. Buss reviewed the mutual release. Vice Mayor C. Turner moved to approve the agreement on the condition that the agreement will not be signed by the Mayor until all of the Town's property has been returned, and all back permitting fees have been paid and all of Lauridsen's property has been removed from the Town's property. Second by Council Member R. Henry. Discussion on whether all parties agree with mutual release agreement. No further discussion. Motion to approve passed: 5-0**
- B. **2011-2012 Independent Audit Report and Financial Report:** The Mayor and Town Council may discuss and possibly take action on the approval of Colby and Powell's Draft #3 2011-2012 Annual Financial Statement and Independent Audit Report. **Discussion and Action Town Manager F. Buss reviewed the audit and financial reports, noting that it was a very good audit with no findings. Discussion on auditor suggestion that Council sign checks with Town Attorney S. McClure noting that this due to confusing wording and he will draft an ordinance to clarify. Vice Mayor C. Turner noted that he would like to have one of the authorized Council Members be a signer on the checks. Discussion on the inability of Clarity program to run reconciliation reports in the format that the auditors want to receive them, issues in the A/R module of Clarity, and Council would like a report showing the adjustments. Council Member R. Henry motioned to approve Colby and Powell's Draft #3 2011-2012 Annual Financial Statement and Independent Audit Report. Second by Council Member T. Sikes. No further discussion. Motion to approve passed: 5-0**

- C. **Grant of Easement:** The Mayor and Town Council may discuss and possibly take action to grant an easement for ingress, egress, access and utilities on a piece of Town Property adjacent to SR 85 across from the Gila Bend Municipal Airport. **Discussion and Action PWD B. Menard reviewed noting this would be best for future development. Town Manager F. Buss noted the Grant of Easement is for Gary Smith and John Utz. Discussion on how this will benefit the town with utilities in the future. Vice Mayor C. Turner motioned to approve the Grant of Easement. Second by Council Member J. Turner. No further discussion. Motion to approve passed: 5-0**
- D. **Capital Improvement Program and Infrastructure Project Priorities:** Staff and Town Council may discuss the Town's Capital Improvement Program (CIP) and Infrastructure Project Priorities. **Discussion Only Town Manager F. Buss gave a PowerPoint presentation and thanked John Utz for coming into the Town office and working with us. Discussion on options for new well, issues and problems encountered. Council Member R. Henry noted that he spoke with Carl Morgan with Maricopa County after receiving the CDBG meeting report from Council Member T. Sikes. Council Member R. Henry asked why management/staff not aware of floodplain issues causing a delay and problems with submitting an application and receiving funding. Discussion on the floodplain issue and delay caused by the County with Town Manager F. Buss noting that he spent the day with Mr. Morgan's supervisor and she was in agreement with the Town on issues raised and approved Gila Bend submitting application. Discussion on new well depth and the receipt of only one bid that was over-inflated. Council Member R. Henry asked whether the Town had to stick with the order of project priorities as listed on the CIP and asked about the loop. Town Manager F. Buss noted that it is advisable to stick with the project priority, especially as we are on year four and explained that the loop is different funding and that CDBG funds are specifically for residential and cannot be used for commercial and/or industrial projects. Discussion on the different studies done and the length of time that a study is good for. Town Manager F. Buss reviewed FEMA maps. Resident Fred Hull asked about the 'bladder' and Mr. Buss reviewed the status of a new bladder. Discussion on HURF funds and road/street improvements and projects are an issue statewide. Council Member T. Sikes spoke about CDAC application grading. Discussion on the Zuni and Short Street waterlines and the waterline to the Elks Lodge facility. No further discussion. Discussion only item so no vote taken.**

Mayor S. Holt addressed Addendum Item E. Resolution 14-01 next.

- E. **RESOLUTION 14-01:** A Resolution of the Town Council of the Town of Gila Bend , Maricopa County, Arizona, authorizing the Town to submit applications to the Maricopa County Community Development for Community Development Block Grant Funds and execute awarded agreements. **Discussion and Action Town Manager F. Buss reviewed noting that Town Clerk B. Turner was currently working on the approved CDBG application to be submitted tomorrow. Council Member R. Henry asked about discussing the Council changing up order of projects with Town Attorney S. McClure noting that this should be a future agenda item as this item was to approve the resolution authorizing submitting applications and executing awarding agreements and not addressing projects. Council Member J. Turner motioned to approve Resolution 14-01. Second by Council Member T. Sikes. Motion to approve passed: 5-0**
- 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)
No reports given.
- VI. TOWN MANAGER REPORT
Continue to cover Planning and Economic Development meetings and assignments in addition to Town Manager responsibilities/duties; met with the Arizona Tech Council, of which we, like Buckeye are members. They would like to assemble a group of technology related businesses in town and meet to see where they can facilitate networking. They also

are interested in having Gila Bend to be part of their SciTech festival; met with Senator McCain's office Director for Phoenix to update McCain's office on what is happening in Gila Bend and to solicit support from his office on our economic development efforts, and in particular our energy export efforts. I will be submitting a white paper; met with Greg Swartz of Piper Jaffray to begin process of election for Home Rule, or preferably, a Permanent Base Adjustment (PBA). Due to the changes of the election cycle by the State, the Town will need to go to election again in November of 2014; met with the interim assistant director for CDBG to clear up several misconceptions regarding CDBG projects in Gila Bend. The Town will be submitting its application for next year, it will complete the Papago Waterline in time for the next reporting to HUD. It will work diligently to re-engineer Well #8 to bring costs down, and expend enough monies to meet the 1.5 rule. I will be submitting a white paper; Have been working with Doubletree as they will be doubling its production this year, on permitting, and other issues. They plan to begin installation of a second machine in mid-March. Have had 2 conference calls, meetings, several emails, and several calls. Target to begin installation is 3/15; Have been meeting with MAG and Kimley-Horn to finalize the MAG Small Area Transportation Plan. They are tentatively scheduled for presenting to Council on the 28th in a work session; Have been meeting and working with Jon Vlaming on several easement and encroachment issues with the Pima Street Beautification Project. We have reached out to MAG's GIS department for assistance in this area and they are helping us; met with our new APS representative, Rusty Sherer; continuing to work with Maricopa County for the siting of a new public safety communication tower, which will NOT be in the town core as originally requested; Working on some right of way issues; the South Main Street, Papago Waterline, and the Quiet Zone are all posted for bids; Downloads can be obtained from the website, or hard copies can be obtained from the Town Clerks office; and two items on the near term horizon to be aware of: General Plan Update and Development Impact Fee Study/Update. Council Member R. Henry asked about the status of the Town website and Town Manager F. Buss reviewed status noting that he continues to work on as time permits and that his surgery and complications resulting from surgery did result in some delays but work has resumed on this.

Town Manager F. Buss reported for the following departments:

Planning and Economic Development: The Town has hired Ernest Rubi as the Planning Director. He is expected to start work the week of the 20th;

Parks and Recreation: Santa in the Park a success despite early inclement weather; New Carpet/Ceiling Tiles in Community Center; Adult (Wednesday) and Youth (Saturdays) Soccer starts this week; and we have a new Parks and Recreation Worker, Mr. Troy Farmer;

Public Works Department: CONGRATULATIONS ARE DUE TO Jesus Baldenegro: He and the Town Crew with the help of the prisoners installed a PERMANENT 2" line to service 3 businesses north side of Pima and a home off of the Papago line, This project has in effect removed an old 4" line in the curb lane of PIMA and saved the Town thousands of dollars as this old line is now been cut out of the system. All while causing minimum interruption to their business. This small project has allowed the Town to move back the Pima Street project (Barnes to Elks) about \$250,000 of town money until we can afford it. Direct savings to have a contractor do this would have cost \$6,000-10,000 plus all the admin time to bid it; the second aircraft stolen from the airport was found in Tucson- another very strange set of circumstances; the town has officially taken over the ADOT landscaping at the east end of Gila Bend. There are still issues. Staff is working with ADOT, and currently Six walkway lights are waiting on parts; A controller has malfunctioned - -Need the manuals - need supplier information in order to purchase parts; The Town only has 2/3 of the electronic plan sets of sprinkler locations; There is NO WARRANTY ON THE LIGHTS, SPRINKLERS OR PLANTS. The one year establishment period was the one year warrantee period;

Finance Department: Registered the Town of Gila Bend to the SAM Program, which replaces the Town's DUNN number when applying for grant funding through the Federal Government; submitted the November and December Maricopa County CAP program reimbursements, the total of the two reimbursements is 12,945.18; Received the quarterly invoicing from Waste Management for the residential July, August and September billing. The total amount of the invoice was \$28,339.31 however, the Town only invoices and

received money in the amount of \$ 24844.11 for the three months. Thus, there is a discrepancy of \$3495.20 for the three months;
Town Clerk's Office: Council Financial Disclosure Statements are due January 31st. The statements have changed somewhat and if any of you have any questions, please let the Town Clerk know; Cathy Perry has returned to light duty work and is healing nicely; Town offices will be closed January 20th in honor of Martin Luther King Day;
Fire Department: No report;
Social Services Department: Quarterly Reports for AAA, CAP and RC (Newsletters); renovations of the Community Center and moving furniture for carpets and roofing; completing holiday billing and reporting to Pulliam Foundation and Salvation Army.

- 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 Clyde Kreeger spoke about pit bulls loose and roaming around in his neighborhood. He noted that there are eight to ten kids that live on his street, that he lost his garden due to dog feces and he will call Animal Control if provided with a phone number. Mr. Kreeger also spoke about the dumping taking place in the two alleys by his home (in his area) and tires are also being dumped there. Resident Fred Hull thanked the Water Department for fixing the light at the pump station by his home. Mr. Hull also commented that he heard r Hickman Farms will be allegedly hauling manure to a farm near Gila Bend and asked Council to look into this rumor and possibly stop the dumping of chicken manure, due to the smell, if this is true.**
- VIII. FUTURE AGENDA ITEMS
(This is the time Council Member's may request items be placed on future agenda's)
Council Member R. Henry noted that he requested a future agenda item at the last meeting regarding a Work Shop on the Town's financials. Council Member R. Henry motioned to place the future agenda item he requested at the last meeting be put on the next agenda. Second by Vice Mayor C. Turner. Motion passed: 5-0
- 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 motioned to adjourn. Second by Council Member R. Henry. No discussion. Motion to adjourn passed: 5-0 Time of Adjournment: 7:56pm**

ATTEST:

Steven Holt, Mayor

Beverly Turner, MMC
Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the regular meeting held January 14, 2014 and the meeting was duly called and posted and that a quorum was present.

Beverly Turner, MMC
Town Clerk