

## TOWN OF WELLTON

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### Minutes of the November 3, 2015 Regular Meeting

**Mayor Cecilia McCollough called the regular meeting to order at 7:00PM on Tuesday, October 6, 2015, lead the Pledge of Allegiance and gave the invocation. Roll call was taken.**

**Councilmembers Present:** Mayor Cecilia C. McCollough, Mayor Pro Tem Vickie L. Bornt, Councilmembers Alejandro M. Bejarano, Lisa J. Jameson and Larry Killman.

**Councilmember Absent:** None

**Staff Present:** Deputy Town Clerk Sandra Jones, Financial Director Ana Flores, Judge Russ Jones, Public Works Director Joe Grant and Grants Administrator Yolanda Galindo.

**Guests Present:** Brandon Howard, Juell & Vera Barker, Lynette Layton, Shirley Reynolds, George West, Al & Sharon Lockwood, Sam & Joy Hughlett, Toni Heblich, Jim Fornof, Steve Metz, Russell Cobb, Carmelita & Robert Boyd and Kristl Jones.

**Call to the public:** Lynette Layton - .

#### Department Heads

##### Police Department

Report for October 2015. NIXEL Notification System is now being offered for the Town of Wellton residents. Text 85356 to 888-777 to get on the notification list. New vehicle for the Department – 2016 Ford Explorer Interceptor for \$44,000.

##### Magistrate and Court Department

Report for October 2015. Total revenue was \$2,915.69.

##### Fire Department

Report for October 2015. Total runs for October were: 46. Two train delays (for an average of 1 minute). Department in the process of getting masks fitted for the new air tanks.

##### Public Works Department

Report on October 2015. Water Department/Safety/Building Inspections: The chlorine generating equipment is on line and working well. Staff spent a week in Tucson attending the AZBO (Arizona Building Officials) Annual Training in building permits and inspections. Streets: Repaved two streets; Oakland Avenue and Vista Ridge Boulevard. Crack sealed and fog coated a large section of Coyote Wash, Units 1 and 2. Butterfield Golf Course/Parks/Community Center/Cemetery: The golf course is open and play is increasing daily. Holidays/Special Events: Veteran's Day Parade on the 11th at 11:00AM. Facilities: The large roll up door at the Community Center has been removed. The interior and exterior walls were rebuilt to match the existing walls.

#### Discussion and Action Items

1. Approval of Minutes.
  - a. For the Meeting of October 6, 2015 (Regular Meeting).

Councilmember Jameson would like to add the edit that she should have abstained during the vote on Item 2 at the October 6<sup>th</sup> meeting.

Motion made by Mayor Pro Tem Bornt, seconded by Councilmember Killman to approve Minutes for the Meeting of October 6, 2015 (Regular Meeting). Voice vote: 5-0-0-0. Motion carried.

2. Discussion and possible action to designate Mayor Cecilia McCollough as the E-CO Certifying Officer for the Town of Wellton. Form E-CO must be signed by the Council/Mayor Pro Tem.

Motion made by Councilmember Killman, seconded by Mayor Pro Tem Bornt to designate Mayor Cecilia McCollough as the E-CO Certifying Officer for the Town of Wellton. Voice vote: 5-0-0-0. Motion carried.

3. Discussion and possible action to adopt Code of Ethics for Elected Officials.

Motion made by Councilmember Bejarano, seconded by Mayor Pro Tem Bornt to adopt Code of Ethics for Elected Officials. Voice vote: 5-0-0-0. Motion carried.

4. Discussion and possible action to review and adopt the proposed Community Center rental fees as presented on October 6, 2015 meeting.

Discussion on Community Center rental fees tabled until budget work sessions in March.

5. Discussion and possible action to proclaim November 2015 as American Diabetes Month.

Motion made by Councilmember Jameson, seconded by Councilmember Bejarano to proclaim November 2015 as American Diabetes Month. Voice vote: 5-0-0-0. Motion carried.

6. Public Hearing

Recess as Common Council of the Town of Wellton and convene a public hearing as the Board of Adjustment of the Town of Wellton to consider the following item: Recessed and convened at 7:33PM.

- a. Variance Case #16-404: Weldon J and Toni L Heblich request a six and one-half foot (6.5') variance of Planning & Zoning Code Chapter 8, Section 8-5.5.4.1(D)(1): Required Standards: Minimum Street Yard Setback: 15 feet to place a 16'X50' Manufactured Home on their corner lot located at 10440 Adobe Drive (Parcel #: 709-16-005).

Variance Case #16-404 presented and discussed. Board of Adjustment recommends approval of the request.

Adjourn as Board of Adjustment for the Town of Wellton and reconvene as the Common Council of the Town of Wellton: Reconvened at 7:37PM.

**7. Discussion and possible action to consider recommendations of the Board of Adjustment for the Town of Wellton in the matter of Variance Case #16-404.**

Motion made by Councilmember Jameson, seconded by Councilmember Bejarano to accept the Board of Adjustment's recommendation to approve Variance Case #16-404: Weldon J and Toni L Hebllich request a six and one-half foot (6.5') variance of Planning & Zoning Code Chapter 8, Section 8-5.5.4.1(D)(1): Required Standards: Minimum Street Yard Setback: 15 feet to place a 16'X50' Manufactured Home on their corner lot located at 10440 Adobe Drive (Parcel #: 709-16-005). Voice vote: 5-0-0-0. Motion carried.

**Future Agenda Items**

- Next regular meeting scheduled for December 1<sup>st</sup>.
  - Code of Ethics Resolution.
  - Financial Statement for September 2015.
  - Potential of Auditor Agreement. Must be renewed for 3 years.
  - Pioneer Day Grand Marshall and Theme recommendations.

**Other Reports**

None.

**Staff's Report**

- Arizona City Government 101 – Councilmember Killman would like to attend.
- Grants Administrator Yolanda Galindo reported on:
  - The Town received a \$33,000 WIFA Grant to fund the Preliminary Engineering Design for the feasibility study for a Wastewater Treatment Plant. There have been 10 requests for the RFP, so far.
  - There have been two more homes approved on the USDA 502 Direct Loan Program.
  - The numbers came back from RCAC. Our Low/Mod is 60%.
  - RCAC has also agreed to fund and conduct a water rate study and an energy efficient trash collection survey for us.
  - San Jose Avenue Sidewalk Project: Bid opening in 30 days. A community meeting will be scheduled to inform the residents effected.

**Executive Session**

Council convened into Executive Session at 7:52PM to discuss Personnel Matters pursuant to ARS Section 38-431.03 A (1).

- Discussion of potential Interim Town Manager during the hiring process. Decision reached.
- Councilmember Killman excused at 8:25PM due to a conflict of interest. Town Manager applications reviewed and rated.

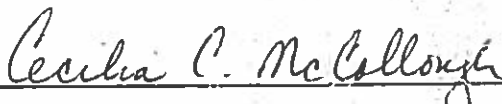
**Regular Session**

Reconvened at 9:11PM.

- Interim Town Manager will be Mayor McCollough and Mayor Pro Tem Bornt. Each of who will be available to Staff for questions and guidance.
- The top 6 candidates were listed to set Skype interviews for the 9<sup>th</sup> and 10<sup>th</sup> of November. The 16<sup>th</sup> was also a potential open date. Interviews to start at 4:00PM at one hour intervals.

**Adjournment**

Motion made by Councilmember Bejarano, seconded by Mayor Pro Tem Bornt to adjourn. Meeting adjourned at 9:17PM.

  
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Cecilia C. McCollough, Mayor

ATTEST:

  
\_\_\_\_\_  
Sandra Jones, Deputy Town Clerk

CERTIFICATION:

I hereby certify that the forgoing minutes are a true and correct copy of the regular meeting held November 3, 2015 and the meeting was duly called and posted and that a quorum was present.

  
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Sandra Jones, Deputy Town Clerk