

# TOWN OF WELLTON

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## Minutes of the March 1, 2016 Regular Meeting

**Mayor Cecilia McCollough called the regular meeting to order at 7:00PM on Tuesday, March 1, 2016, led 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 Kenneth Baughman, Brian Claar, and Lisa J. Jameson.

**Councilmember Absent:** None

**Staff Present:** Town Manager Larry Killman, Deputy Town Clerk Sandra Jones, Finance Director Ana Flores, Public Works Director Joe Grant, Chief Donald Jones, Judge Russ Jones, Chief Mark Rivera and Grants Administrator Yolanda Galindo.

**Guests Present:** Johnnie Altstatt, Frank Hibbard, Fran Enos, Al & Sharon Lockwood, Polly Denton, Iris Ball, Shirley Reynolds, Philip Schaefer, Ken Wilkes, Andrew McGuire, Gary Verburg, and Carmelita Boyd.

### **Call to the public**

None.

### **CDBG Public Hearing**

Public Hearing opened at 7:02PM to solicit citizens input for FY 2015 CDBG/SSP Application. No additional input received. Public Hearing closed at 7:04PM.

### **Presentation**

**Pioneer Day Parade Grand Marshall's Plaque Presentation: VFW Post #6790.** Philip Schaefer was the representative for VFW Post #6790.

### **Department Heads**

#### **Police Department**

Chief Jones reported for February 2016. Arizona Post has updated rules for the Departments. Chief does not feel the WPD will be effected greatly by the changes. Chief attended an Anti-Meth Coalition Meeting in November 2015. There is a follow-up meeting on March 2<sup>nd</sup>. PSO Williams has been involved with the Task Force to Combat Animal Abuse in Yuma County. Chief is currently working on his preliminary budget figures. Chief reported there has been an increase in scams and cons regarding the IRS – please be aware.

#### **Magistrate and Court Department**

Judge Jones reported for February 2016: \$4,084.42 (\$868.02 of which was FARE – Fines Fees and Restitution Enforcement). 17 cases for the Municipal Court.

#### **Fire Department**

Chief Rivera reported for February 2016. There were a total of 30 runs, 14 of which were day runs. 10 runs were on the south side of the tracks. There was only 1 delay (30 seconds). There was an

Arson class in San Luis. The truck we bought from the City of Yuma is about 2 weeks out from being put into service.

### **Public Works Department**

Public Works Director Grant reported on February 2016. Water Department/Safety/Building Inspections: Water Plant improvements and Maintenance. Streets/Water Distribution/Sanitation/Pool Maintenance/Facilities: February was mostly setting up and cleaning up for Pioneer Day. Landscape maintenance at the Sunset Community Health Center and will continue working their way south along William Street. Butterfield Golf Course/Parks/Community Center/Cemetery: There were seven applicants for the Park/Golf Supervisor position, only two had applicable experience. Adolfo Ponce (a current employee) has been promoted into the position. Holidays/Special Events: Wellton World of Wheels March 12<sup>th</sup> at Butterfield Park!!! Other: Staff is currently on the annual employee evaluation process and starting the budget process.

There is a YMPO TAC Meeting on March 10<sup>th</sup>. March 8<sup>th</sup> is the last meeting for the Arizona Peace Trail for the season.

### **Discussion and Action Items**

#### **1. Approval of Financial Statement:**

##### **a. For the Month of December 2015.**

Motion made by Councilmember Claar, seconded by Councilmember Baughman to approve Financial Statement for the Month of December 2015. Voice vote: 5-0-0-0. Motion carried.

#### **2. Approval of Minutes:**

##### **a. For the Meeting of January 29, 2016 (Special Meeting).**

##### **b. For the Meeting of February 2, 2016 (Regular Meeting).**

Motion made by Councilmember Baughman, seconded by Councilmember Claar to approve the Minutes for the Meetings of January 29, 2016 (Special Meeting) and February 2, 2016 (Regular Meeting) with correction to motions to close. Voice vote: 5-0-0-0. Motion carried.

#### **3. Discussion and possible action to remove Councilmember Alejandro Bejarano and add Councilmembers Kenneth Baughman and Brian Claar to the signature cards for all Town of Wellton accounts at National Bank of Arizona.**

Motion made by Mayor Pro Tem Bornt, seconded by Councilmember Jameson to remove Councilmember Alejandro Bejarano and add Councilmembers Kenneth Baughman and Brian Claar to the signature cards for all Town of Wellton accounts at National Bank of Arizona. Voice vote: 5-0-0-0. Motion carried.

#### **4. Discussion and possible action to award bid to the lowest bidder – CEMEX Construction Materials South, LLC, in the amount of \$226,780 for the construction of sidewalks, curb, and gutter on San Jose Avenue; CDBG Contract #128-15 and authorize the Town Manager to execute contract between CEMEX and the Town of Wellton for construction services.**

Motion made by Councilmember Claar, seconded by Councilmember Baughman to award bid to the lowest bidder – CEMEX Construction Materials South, LLC, in the amount of \$226,780 for the construction of sidewalks, curb, and gutter on San Jose Avenue; CDBG Contract #128-15 and authorize the Town Manager to execute contract between CEMEX and the Town of Wellton for construction services. Voice vote: 5-0-0-0. Motion carried.

5. **Discussion and possible action to approve Resolution #589 authorizing the Mayor to execute an Intergovernmental Cooperative Agreement between City of San Luis, City of Somerton, City of Yuma, County of Yuma, and Town of Wellton for the Consortium of the Federal Home Program.**

Motion made by Councilmember Claar, seconded by Mayor Pro Tem Bornt to approve Resolution #589 authorizing the Mayor to execute an Intergovernmental Cooperative Agreement between City of San Luis, City of Somerton, City of Yuma, County of Yuma, and Town of Wellton for the Consortium of the Federal Home Program. Voice vote: 5-0-0-0. Motion carried.

6. **Discussion and possible action to approve Resolution #590 authorizing the submission of an application for FY 2015 State Community Development Block Grant (CDBG) FY 2015 State Projects (SSP) Funds certifying that said applications meets the community's previously identified housing and community development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said application.**

Motion made by Councilmember Claar, seconded by Councilmember Baughman to approve Resolution #590 authorizing the submission of an application for FY 2015 State Community Development Block Grant (CDBG) FY 2015 State Projects (SSP) Funds certifying that said applications meets the community's previously identified housing and community development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said application. Voice vote: 5-0-0-0. Motion carried.

7. **Discussion and possible action to approve the engagement letter for Municipal Legal Services and authorize the Town Manager to execute the document.**

Motion made by Mayor Pro Tem Bornt, seconded by Councilmember Claar to approve the engagement letter for Municipal Legal Services and authorize the Town Manager to execute the document. Voice vote: 5-0-0-0. Motion carried.

8. **Discussion and possible action to form a Golf Course Sub-Committee to revisit the fees and policies of Butterfield Golf Course.**

Volunteers for Golf Course Sub-Committee: Al and Sharon Lockwood, Shirley Reynolds, Denny Denton, Brian Claar, Lisa Jameson, Joe Grant, Elane Fajardo, Russ Jones and Larry Killman. Meeting scheduled for Tuesday, March 15, 2016 at 6:00PM in Council Chambers.

## 9. 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 7:36PM.**

- a. **Variance Case #16-408: The Town of Wellton Fire Department requests a nine foot (9') variance of Planning & Zoning Code Chapter 8, Section 8-5.6(E)(1): Required Standards: Minimum Side Yard Setback: 10 feet to move an existing shade from the east side to west side of the fire station located at 29118 Los Angeles Avenue (Parcel #: 709-13-002).**

Variance Case #16-408 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 7:39PM.**

## 10. Discussion and possible action to consider recommendations of the Board of Adjustment for the Town of Wellton in the matter of Variance Case #16-408.

Motion made by Councilmember Claar, seconded by Mayor Pro Tem Bornt to accept the Board of Adjustment's recommendation to approve Variance Case #16-408: The Town of Wellton Fire Department requests a nine foot (9') variance of Planning & Zoning Code Chapter 8, Section 8-5.6(E)(1): Required Standards: Minimum Side Yard Setback: 10 feet to move an existing shade from the east side to west side of the fire station located at 29118 Los Angeles Avenue (Parcel #: 709-13-002). Voice vote: 5-0-0-0. Motion carried.

## Future Agenda Items

- The Audit Report will be on the April 5<sup>th</sup> Meeting.
- We anticipate the bid package for the Fire Department Expansion will be ready for review.
- CDBG Regional Account Funding Application Process will be upcoming.

## Other Reports

- Staff is looking into streamlining the Lot Tie process.
- The Beamspeed Tower will be going in at Wellton School. The county had approved tower placement at Antelope Union High School, Mohawk Valley School and Dateland Elementary School. WES is zoned Residential and a tower is an allowable use in that zoning.

## Staff's Report

- Town Manager Killman attended ACMA Manager training in Sedona.
- Budget sheets have been disbursed to Department Heads to start the preliminary budget process.
- Staff is also working towards and preparing for a Budget Work Session.

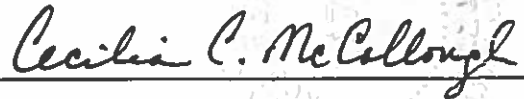
- Staff is in the process of conducting the annual Employee Appraisals.
- Staff is currently investigating possible alternatives for the Employee Health Insurance.
- Staff has been talking with Yuma County regarding a possible overlay on William Street (from County 12<sup>th</sup> south to County 13<sup>th</sup> Street and Napa Avenue north the Mountain View Avenue).
- Pioneer Day was February 20<sup>th</sup> this year. We had 49 participants and 21 booths at the Fiesta at Butterfield Park. We are looking at staying on the same weekend next year.
- Mayor Pro Tem Bornt would like to revisit the Knox Box Program in Wellton. We currently have boxes assigned to us. YMPO will be the contact point to get the program back in motion.

**Executive Session**

None.

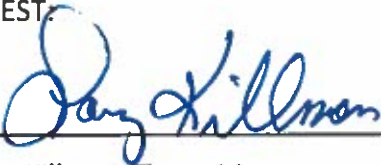
**Adjournment**

Motion made by Councilmember Claar, seconded by Councilmember Baughman to adjourn. Meeting adjourned at 7:52PM.



Cecilia C. McCollough, Mayor

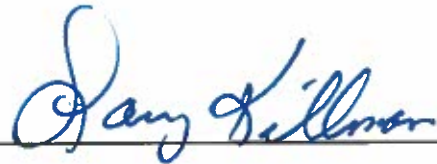
ATTEST:



Larry Killman, Town Manager

**CERTIFICATION:**

I hereby certify that the forgoing minutes are a true and correct copy of the regular meeting held March 1, 2016 and the meeting was duly called and posted and that a quorum was present.



Larry Killman, Town Manager