

**TOWN OF DEWEY-HUMBOLDT  
TOWN COUNCIL  
REGULAR MEETING MINUTES  
TUESDAY, APRIL 3, 2012, 6:30 P.M.**

**A REGULAR MEETING OF THE DEWEY-HUMBOLDT TOWN COUNCIL WAS HELD ON TUESDAY, APRIL 3, 2012, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. MAYOR TERRY NOLAN PRESIDED.**

1. **Call To Order.** The meeting was called to order at 6:30 p.m. Mayor Nolan presided.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Made.
  - 2.2. **Invocation.** Given by Councilmember Nancy Wright.
3. **Roll Call.** Town Council Members John Dibble, David Hiles, Dennis Repan, Denise Rogers, Nancy Wright; Vice Mayor Mark McBrady; and Mayor Terry Nolan were present.
4. **Announcements Regarding Current Events, Guests, Appointments, and Proclamations.** Announcements of items brought to the attention of the Mayor not requiring legal action by the Council. Guest Presentations, Appointments, and Proclamations may require Council discussion and action. None.
5. **Town Manager's Report.** Update on Current Events. None.
6. **Consent Agenda.**
  - 6.1. **Minutes.** Minutes from the March 13, 2012 Work Session Meeting, and March 20, 2012 Regular Council Meeting.

Councilmember Dibble made a motion to approve the minutes as presented, seconded by Councilmember Repan. It was approved unanimously.
7. **Comments from the Public (on non-agendized items only).**

None.
8. **Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.
  - 8.1. **Adoption of council and public body policy on Telephonic Attendance.** Discussion and possible action.

Councilmember Repan made a motion to adopt the Telephonic Attendance Policy as presented, seconded by Councilmember Wright. It was approved unanimously.
  - 8.2. **Adoption of council and public body policy on Legal Counsel Parameters.** Discussion and possible action.

Councilmember Dibble made a motion to adopt the Legal Counsel parameters Policy as presented, seconded by Councilmember Repan. It was approved unanimously.
  - 8.3. **John Chisholm's permit fee balance discussion.** Revisiting this issue with a full council present.

Councilmember Wright spoke on Mr. Chisholm's experience with permits and permit costs.

Councilmember Wright made a motion to have Mr. Chisholm pay the \$313.21 fee for plan check, seconded by Councilmember Repan.

There was discussion on the deposit paid and being sent to collections. Councilmember Hiles explained he understood the situation even though he was not at the previous meeting where this was discussed.

The motion was approved by a 4-3 vote in favor, Councilmember Dibble, Vice Mayor McBrady and Mayor Nolan voting against.

Mr. Chisholm suggested the Council raise the deposit fee to deter this from happening in the future.

**9. Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Council.

**9.1. Budget Calendar Acknowledgement.**

Town Manager, Kimball reviewed the calendar on the budget process.

Public comment was taken on this item.

Jack Hamilton pointed out a typo on the document (FY2011-2012 should be FY2012-13) This will be corrected.

TM Kimball spoke on revenue estimates being similar to last year, and a second estimate coming to the town in April from the League of AZ Cities and Towns.

Councilmember Repan made a motion to adopt the budget schedule, seconded by Councilmember Dibble. It was approved unanimously.

**9.2. Authorizations for Services with Willdan Engineering on Community Development Block Grant projects.**

Town Manager, Kimball gave an overview. There was discussion on the CDBG projects and where they are located; using grant funds for Engineering Services rather than general funds.

Councilmember Repan made a motion to enter into the authorization agreement pending any changes to the project description, seconded by Councilmember Wright. It was approved by a 6-1 vote, Vice Mayor McBrady voting against.

**9.3. Discussion and possible action to direct Town Manager to revise the deposit required for a building permit. [Requested by CM Wright]**

Councilmember Wright gave an overview on her request. She recommended charging more for a deposit, an amount to cover the plan check cost, such as the actual cost or \$750. There was discussion on charging more for a deposit in order to cover the town's costs; and differentiating between commercial and residential.

Mayor Nolan made a motion to allow staff to research this and come back with something more appropriate for different projects, seconded by Councilmember Dibble.

Public comment was taken on this item.

Bart Brush spoke on different deposits for different size and complexity of projects.

A vote was taken on the motion and it passed by unanimously.

Town Manager, Kimball responded the research is already being done by Gregory Arrington and Judy Morgan and the results will come back to Council later in the summer after budget season.

**9.4. Purchase of Security Cameras for Town hall per previous Council approval. The Town Manager and Accountant may not be aware of the vote. [Requested by CM Wright]**

Councilmember Wright gave an overview on her request. She indicated her desire to move forward on the surveillance system during this budget year. There was discussion on options of buying or leasing the equipment and where to locate the equipment.

Town Manager, Kimball spoke against the use of a surveillance system and suggested a “panic button” system instead.

Councilmember Hiles made a motion to utilize the surveillance system funding for a panic button system instead, seconded by Councilmember Dibble.

Public comment was taken on this item.

Jack Hamilton spoke in favor of the panic button system, as well as the surveillance system but placing the cameras outside of the building. He stated it was inappropriate for VM McBrady to obtain a quote for leasing of a system. VM McBrady responded it was appropriate because of the total cost of the system being under a certain amount.

There was discussion on emergency response time of the Sheriff’s Department; surveillance cameras and microphones for the council chambers to cover the magistrate court. Councilmember Repan recommended finding a combination of both as a better solution, with that determination being made by staff.

Councilmember Repan made a motion to have staff look into a system that would be appropriate for this situation, incorporating both cameras/microphones and panic button, seconded by Councilmember Wright. It was approved by a 4-3 vote, Councilmembers Dibble, Hiles and Mayor Nolan voting against.

The previous motion was nullified due to the second motion vote.

Vice Mayor McBrady spoke on keeping the cameras and microphones in the public areas of town hall to avoid privacy factors.

**9.5. Discussion and possible action to direct Town Manager to handle all collections issues for the Town. [Requested by CM Wright]**

Councilmember Wright gave an overview on her request. She stated the council should have a policy that the Town Manager handles these issues to keep it out of the political arena. Town Manager, Kimball explained why the Chisholm issue was brought to the Council.

Councilmember Wright made a motion to have collection issues handled by the Town Manager and Accountant, administratively, seconded by Councilmember Dibble.

There was discussion on the process and whether letters of notification of collection action should go out. A courtesy call will be done by staff or a letter.

The motion was withdrawn by the mover and seconder.

**10. Public Hearing Agenda. None.**

**11. Comments from the Public.**

Jack Hamilton reminded the Council there was a motion on the floor on the last agenda item which wasn’t voted on. The mover and seconder withdrew the motion.

Bart Brush spoke on plan review fees; consideration of not having engineered plans go through plan review to save the applicant money; and not creating a hardship for small

projects.

**12. Adjourn.**

The meeting was adjourned at 7:52 p.m.

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Terry Nolan, Mayor

ATTEST:

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Judy Morgan, Town Clerk