

**TOWN OF KEARNY
SPECIAL MEETING MINUTES**

**A SPECIAL MEETING OF THE TOWN COUNCIL OF THE TOWN OF KEARNY,
ARIZONA, AT THE KEARNY TOWN HALL LOCATED AT 912-C TILBURY DRIVE
ON WEDNESDAY, FEBRUARY 7, 2018, AT 7:30 P.M.**

COUNCILMEMBERS PRESENT

Mayor	Debra Sommers
Vice Mayor	Daniel Radcliffe
Councilmember	Rose Bradford
Councilmember	Rudy Flores
Councilmember	Nancy Hinojos
Councilmember	Samantha Misita
Councilmember	Sheila Stephenson

TOWN STAFF PRESENT

Town Manager	Anna Flores
Town Clerk	Cathy Woolery
Town Attorney	Steve Cooper

VISITORS PRESENT

Alan Urban	Ken Hebert
Ron Buckley	Dale Miller
Belinda Rodriguez	Veronica Bracamonte
Ginger Chester	

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Sommers called the meeting to order at 7:30 p.m. followed by the Pledge of Allegiance.

ROLL CALL

Mayor Sommers requested Town Clerk, Cathy Woolery, to call the roll. Quorum was present.

CHAMBER OF COMMERCE REQUEST FOR PIONEER DAYS

Town Manager Anna Flores explained this agenda item was tabled on January 16, 2018 due to Council having questions about the notification to Osselear and Ace Hardware and direction of sidewalk. Ginger Chester, Chamber President, Belinda Rodriguez, Consultant for Entertainment, and Veronica Bracamonte, Director of the Chamber of Commerce are here to answer any questions. Councilmember Misita asked if they were able to get permission from James. Ginger Chester got permission for James and for the parking lot. Vice Mayor Radcliffe asked if it would be closed off from the Ace Hardware to the ARC. Ginger stated yes.

Motion by Councilmember Bradford, **second** by Councilmember Misita to approve the Chamber of Commerce request for the use of Pioneer Park for Pioneer Days and the closure of Alden Road. **Vote** - All members voted in favor. **MOTION PASSED.**

REQUEST OF RAY SCHOOLS TO USE THE BALL FIELDS

Town Manager Anna Flores stated the Ray Schools have submitted a ball park reservation permit request and insurance verification to use the ball fields for Junior High baseball and softball teams. They have used the fields in the past and provide cleaning products and toiletries for restrooms. They also provide maintenance of the fields. Ramon Camacho is here to answer any questions.

Motion by Councilmember Stephenson, **second** by Councilmember Flores to approve Ray Schools request to use the ball fields. **Vote** - All members voted in favor. **MOTION PASSED.**

REQUEST APPROVAL TO SUBMIT 5310 E-GRANT APPLICATION

Town Manager Anna Flores provided background information stating the 5310 E-Grant Application and the estimate of \$3,299.54 from Getsome Motorsports are presented for approval for the rebuild of the senior van. The Town was informed of the rebuild option from the Mobility Manager of CAG as the grant is very competitive. She stated she received notification that the deadline has been extended to March, but she wants to get it in as soon as possible. It is recommended for Council approval. Councilmember Misita asked if this is just to repair it and not for the ongoing use of it. Town Manager Anna Flores stated yes that is right. Councilmember Misita expressed concern on the age of the van and spending the money on it since we don't have the money to operate it. Town Manager Anna Flores explained the rebuild money will come from the grant. The van was inspected and is in very good condition with strong engine and transmission with 122K miles. The Mobility Manager said they are looking more at awarding grants for overhauling and we would have a better chance at getting a grant for overhaul. Also, since the Town was awarded the funding for the RTA we will be receiving \$300K per year. Since that is transportation then the operational costs may be eligible to use the money for that. Councilmember Misita asked if we accept the grant, it gets repaired and something happens and we don't continue the program, then what happens. Councilmember Bradford expressed that we should be able to support the senior program from the \$300K in the future. Alan Urban from CAG explained that we do need to address that because generally there is a service life connected to that. Mayor Sommers explained we can go ahead and apply and if decide not to do that we can turn down the grant. Alan asked if we are participating in TTAC which keeps us in the loop for opportunities like this which we may not hear about otherwise. Town Manager Flores answered that we do participate in TTAC, and she will be attending a meeting tomorrow. Councilmember Bradford clarified that there has not been a major problem as of this time and the rebuild is just precautionary. Town Manager Anna Flores said that is correct. Councilmember Misita expressed she had remembered Ramon being concerned about the number of miles the van had. Ramon said there are a lot of miles, but if the certified mechanic gives it the okay he feels maybe can get another 30K to 50K miles from it. Town Manager Anna Flores stated George takes very good care of it with oil changes and maintenance. Councilmember Bradford said the van has been in operation for 10 years and at a 130K miles then that is 13K per year. If the overhaul would even give us half of that then at least there would be something for the seniors to use.

Motion by Vice Mayor Radcliffe, **second** by Councilmember Hinojos to submit the 5310 E-Grant Application. **Vote** - All members voted in favor. **MOTION PASSED.**

APPROVAL OF CONTRACT FOR ENGINEERING SERVICES FOR THE WASTEWATER SYSTEM REHABILITATION PROJECT CDBG #144-17

Town Manager Anna Flores explained that the agreement for engineering services between the Town of Kearny and Rick Engineering Company is being presented for approval for the wastewater system rehabilitation project CDBG #144-17. Per the direction of Ken Hebert of CAG five companies were rated on qualifications by a team of the Mayor, Town Manager, Town Clerk, and Public Works Director. Ricks Engineering was selected based on qualifications with wastewater system rehabilitation projects. Rick Engineering has provided a summary of CDBG funds for the project total of \$351,565 and their portion for engineering fee is \$51,503. Dale Miller is here to give a presentation to the Council. Dale summarized the scope of work into phases of project management, sewer system inventory and CCTV inspection phase, sewer inspection evaluation/rehabilitation bid documents preparation phase, and bidding/construction phase services. There is a kickoff meeting scheduled for Monday, February 12, 2018 contingent on approval of contract. He announced there will be multiple meetings, and the involvement of Town staff, Ramon Camacho, is very important and appreciated with meetings, and with plans and specifications processes. Also, the Town does not have mapping of the sewer system, so there is a value-added service of mapping the sewer system by Rick Engineering, but of course also at a cost. As long as they can be shown where the manholes are then they can collect the data for the GIS, electronic based, mapping for the nine miles of the system. Also, he can provide PDF files if the Town does not have access to a GIS. Sewer investigation plan will then be developed based on specifications and bid documents. The first contractor selected will be a TV and cleaning contractor. The second contractor bid process will be for the contractor completing the repairs. Plans, specifications, and bid documents will be developed again for the repair phase. When the plans are completed the next step is getting an ADEQ approval and ADOH approval. Repairs will be prioritized based on importance and money since there may be more things that need to be fixed than we have money for. Also, you could possibly stretch the money by use of the \$300K RTA in the future to fix the streets and spend the block grant money on sewer. Rick Engineering will provide interim oversight and final construction inspection. They plan on being here approximately two times a week overseeing the contractor. Final inspection will be completed by Rick Engineering, and they will work with CAG to close out the project. The Town of Kearny will be provided with as-built drawings. Dale also stressed that they really work hard to minimize the number of change orders for their projects, hold the contractor accountable for that, and not spend over. The realistic time for completion of the project is approximately five months, but sometimes something can slow it down. Councilmember Misita asked about the \$300K for the street repairs. Dale explained the taxes for the RTA will not be collected until April 2018, so the \$300K would be next year and probably not in time for this project for the Town to receive it. Town Attorney Steve Cooper said the Town has HURF funds if they are not already earmarked for another use. Mayor Sommers expressed that some of that is already planned for another use. Ken Hebert stated the grant will not expire until June 15, 2019 for finishing of the project. Alan Urban explained the timeline

provided is as long as possible due to it basically being an unknown project, and one option that could be repair of the street that is the streets that are torn up can be a part of the project. Councilmember Misita asked if Rick Engineering would be there if there were delays or if something occurred and created a stoppage. Dale Miller stated they do anticipate repairing the streets as part of the project, and they will see the project through and are committed. Councilmember Misita stated she would love it if the community would get advance notice for the work, and not like Southwest Gas who did not give us notice. Both Ken Hebert and Alan Urban stated that will not happen with this project. Rick Engineering also stated they try to write the specifications so the contractor will pay attention to the residents, and so if they are going to disrupt someone they do give notice. Dale also mentioned several of their projects including the Town of Hayden came in right at budget or slightly under. Councilmember Hinojos commented that with the project at the Town of Hayden it did take the contractors and the Town employees to see the project through to completion. Dale Miller agreed it was a true team effort with the Town employees with Rick Engineering and the subcontractors as Hayden did not have any mapping available. What they did have was not right, so it was great as they were able to adapt as a team and it went well.

Motion by Councilmember Stephenson, **second** by Councilmember Misita to approve the contract for engineering services with Rick Engineering for the wastewater system rehabilitation project CDBG #144-17 in the amount of \$51,5032. **Vote** - All members voted in favor. **MOTION PASSED.**

APPROVAL OF ADOPTION OF THE TOWN OF KEARNY'S TITLE VI IMPLEMENTATION PLAN

Town Manager Anna Flores explained this Title VI Implementation Plan is mandated for federal funding and for the 5310 Grant. This plan will be posted to our website. Councilmember Stephenson commented that this is federally mandated.

Motion by Councilmember Stephenson, **second** by Councilmember Bradford to adopt the Town of Kearny's Title VI Implementation Plan. **Vote** – All members voted in favor. **MOTION PASSED.**

EXECUTIVE SESSION

Mayor Sommers requested a motion to enter into executive session at 8:05 p.m. for approximately 30 minutes with the Town Attorney, Town Manager, Town Clerk, and the Police Chief.

Motion by Councilmember Bradford, **second** by Councilmember Hinojos to enter into Executive Session. **Vote** – All members voted in favor. **MOTION PASSED.**

REGULAR SESSION

Regular session reconvened at 8:35 p.m.

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POSSIBLE DISCUSSION AND POSSIBLE APPROVAL OF PURCHASE OF BUILDING AT 331 ALDEN ROAD

No discussion on this item.

Motion by Vice Mayor Radcliffe, **second** by Councilmember Hinojos to approve purchase of building at 331 Alden Road on the stipulation that we reach an acceptable lease agreement for the property that it sits on. **Vote** – All members voted in favor. **MOTION PASSED.**

POSSIBLE DISCUSSION AND POSSIBLE APPROVAL OF LEASE AGREEMENT FOR THE PROPERTY AT 331 ALDEN

Councilmember Misita asked the pros and cons of five years versus 10 years. Town Attorney Steve Cooper explained if you feel you want to have this obligation for five years or 10 years. The 10 years gives you a little more security and you have a locked in rate. The five years you could really make improvements and the person that owns the ground may end up charging you more because they think you made it look so good and they are undercharging you. It is more of a planning decision for the Council if the police department were to locate there then how long do you think they will be there. If you think for the indefinite future then you may want to look at longer versus shorter term.

Motion by Councilmember Bradford, **second** by Councilmember Stephenson to direct the Town staff to negotiate a contract with the landowner for 10 years subject to Council approval. **Vote** – All members voted in favor. **MOTION PASSED.**

ADJOURNMENT

Motion by Vice Mayor Radcliffe, **second** by Councilmember Bradford to adjourn. **Vote** – All members voted in favor. **MOTION PASSED.** Meeting was adjourned at 8:42 p.m.



Debra Sommers, Mayor



Anna Flores, Town Manager

ATTEST:



Cathy Woolery, Town Clerk