



**SUMMARIZED MINUTES OF A SPECIAL MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE**

TUESDAY, OCTOBER 24, 2023, AT 5:00 PM

(To watch the full video of the meeting, please visit www.clarkdale.az.gov – agendas & minutes)

Members Present: Mayor Prud'homme-Bauer, Vice Mayor Debbie Hunseder, and Council Members, Lisa O'Neill, Marney Babbitt-Pierce, and Laura Jones

Other Municipal Officials Present: Susan Guthrie, Town Manager; Charity Brooks, Town Clerk; Joni Westcott, Parks and Recreation Director; Julie Goucher, Finance Director; Lou Anderson, Public Works Director; Angela Benavides, Human Resources Director; Lisa Waldschmidt, Water Resource Manager; Chief Taylor, Police Chief

Zoom: Five individuals present on Zoom.

Audience: Approximately 13 members of the public were present.

1. CALL TO ORDER - *Mayor Prud'homme-Bauer called the meeting to order at 6 p.m.*

2. ROLL CALL - *All members present.*

Mayor Prud'homme-Bauer read the Clarkdale Vision.

3. PUBLIC COMMENT - *No public comment.*

4. REPORTS

Departmental Reports *(submitted with Council packet)* –

Summary of written reports from Town Departments and other agencies:

- Building Permit Report
- Magistrate Court Report
- Water, Wastewater and Cottonwood Area Transit Report
- Police Department Report
- Verde Valley Humane Society

A. Finance Report *(submitted with Council packet)*

List of specific budget to actual revenue and expenditures for all departments and a monthly finance report.

5. CONSENT AGENDA

Items on the consent agenda are of a routine nature or have been previously studied by the Town Council at a work session or during a New Business discussion. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the regular meeting held on Oct. 10, 2023.

Action: Approve consent agenda item A as written:

Motion: Vice Mayor Hunseder

Second: Council Member Babbitt-Pierce

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

6. NEW BUSINESS

A. Clarkdale-Jerome Elementary School Check Presentation

The Mayor and Council presented a check from the Shred-a-Thon proceeds to Clarkdale-Jerome Student Council.

B. Proclamation - Domestic Violence Awareness Month

The Mayor and Council presented a Proclamation declaring October 2023 as Domestic Violence Awareness Month.

C. Proclamation - Extra Mile Day

The Mayor and Council presented a Proclamation declaring Nov. 1, 2023 as Extra Mile Day.

D. Presentation - Steps to Recovery

Council received a presentation from Damien Browning, co-founder of Steps to Recovery Homes, regarding the non-profit organization he helped to create.

E. Water and Wastewater Master Plan

Discussed, considered and approved an agreement with Ardurra for the Town's Water and Wastewater Master Plan.

Action: : Approve the agreement with Ardurra Group Inc for the Town's Water and Wastewater Master Plan not to exceed the proposal

amount of \$273,615 and authorize the Town Manager to execute all documents necessary.

Motion: Council Member Jones

Second: Council Member O'Neill

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

F. Town of Clarkdale Website Analytics

Council received a presentation from Chell Smart, Town Public Information Officer, regarding high-level analytics related to the first year use for the new Town website.

G. Ardurra Group Inc. Professional Services Agreement for Selna Mongini Park

Discussed, considered and approved the Professional Services Agreement with Ardurra Group Inc. for the Selna Mongini Park Project.

Action: Approve the Professional Services Agreement with Ardurra Group Inc for services related to the Selna Mongini Park Project and authorize the Town Manager to approve all change orders up to ten percent:

Motion: Council Member Babbitt-Pierce

Second: Vice Mayor Hunseder

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

H. Personnel Policy Amendment

Discuss, consider and act upon changes being proposed to the Town's Personnel Policy and Procedural Manual.

Action: Approve the amendments to the Town's Personnel Policy and Procedure Manual as presented:

Motion: Vice Mayor Hunseder

Second: Council Member O'Neill

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

- 7. POSSIBLE VOTE TO ENTER EXECUTIVE SESSION - The Council *voted* to discuss the following matters in executive session pursuant to A.R.S. § 38-431.03 (A)(3) discussion or consultation for legal advice with the attorney or attorneys of the public body and/or A.R.S. § 38-431.03 (A)(4) discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.**

A. Water Rights Agreement with the Town of Clarkdale

B. Town's Position on Pending or Contemplated Litigation

Action: Motion to enter executive session:

Motion: Council Member Babbitt-Pierce

Second: Vice Mayor Hunseder

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye

Council Member Laura Jones	Aye
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8. RESUMPTION OF REGULAR MEETING - *Immediately following the executive session, the Council resumed public session at 8:03 p.m.*

- A. Water Rights Agreements with the Town of Clarkdale**
No action taken.
- B. Town's Position on Pending or Contemplated Litigation**
No action taken.

9. FUTURE AGENDA ITEMS

Town Council did not propose items to be placed on a future agenda.

10. ADJOURNMENT

Action: **Motion to adjourn meeting:**

Motion: Vice Mayor Hunseder

Second: Council Member Babbitt-Pierce

Vote: Approved 5-0

Voting Member	Aye/Nay
Mayor Robyn Prud'homme-Bauer	Aye
Vice Mayor Debbie Hunseder	Aye
Council Member Lisa O'Neill	Aye
Council Member Marney Babbitt-Pierce	Aye
Council Member Laura Jones	Aye

Mayor Prud'homme-Bauer adjourned the meeting without objection at 8:05 p.m.

APPROVED:

DocuSigned by:

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Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED: DS

DocuSigned by:

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Charity Brooks, Town Clerk



CERTIFICATION AND ATTESTATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of the Town of Clarkdale, Arizona held on the 24th day of October 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: Nov. 14, 2023

DocuSigned by:

Charity Brooks

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Charity Brooks, Town Clerk