



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OF THE TOWN OF CLARKDALE
TUESDAY, JANUARY 23, 2024, AT 3:00 PM**

(To listen to the full audio 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; Lou Andersen, Public Works Director; Joni Westcott, Parks and Recreation Director; Julie Goucher, Finance Director; Kristine Capite, Finance Manager (via Zoom); Ruth Mayday, Assistant Town Manager; Angela Benavides, Human Resources Director; Virginia Smith, Public Works Administration Manager; Terry Norman, Public Works Superintendent; Randy Taylor, Police Chief

Zoom: Nine members of the public were present.

Audience: Approximately 20 members of the public were present.

1. CALL TO ORDER - *Mayor Prud'homme-Bauer called the meeting to order at 3 p.m.*

2. ROLL CALL - *All members present.*

Mayor Prud'homme-Bauer read the Vision statement for the Town of Clarkdale.

3. PUBLIC COMMENT

Ann Klassen – Clarkdale resident. Circulating petitions in community regarding the proposed Highlands development.

Jackie Salit – Clarkdale resident. Concerned about the proposed Highlands development coming to Clarkdale.

Howie Usher – Clarkdale resident. Opposed to proposed zoning changes regarding the proposed Highlands development. Submitted a public records request to the Town Clerk for more information.

Amanda Arnold (via Zoom) – Clarkdale resident. Suggested that newly appointed Board and Commission members be introduced at Council Meetings and announced in Small Talk.

Town Manager Susan Guthrie provided updates regarding public comments submitted at the Council meeting on Jan. 9, 2024.

4. REPORTS

Departmental Reports (submitted with Council packet) –
Summary of written reports from Town Departments and other agencies:

- Building Permit Report
- Magistrate Court Report
- Public Works Report
- Police Department Report
- Verde Valley Humane Society

A. Finance Report

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

5. MEMORANDUM TO COUNCIL

A. Special Event Liquor License Recommendation - Clarkdale Car Show

6. 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.

Clerks Note: Item B pulled from consent by Mayor Prud'homme-Bauer to be considered separately.

A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the regular meeting held on Jan. 9, 2024.

Action: Approve consent agenda items A as written:

Motion: Council Member Babbitt-Pierce

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

B. Proclamation - Declaring January as Anti-Human Trafficking Month

Consider and act upon the Proclamation declaring January as Anti-Human Trafficking Month.

This item was pulled from consent by Mayor Prud'homme-Bauer and considered separately.

A YouTube video was played regarding human trafficking. The video was filmed in Clarkdale in 2016.

Vice Mayor Hunseder provided statistics on human trafficking.

Action: Approve consent agenda items A and B as written:

Motion: Vice Mayor Hunseder

Second: Council Member Jones

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. NEW BUSINESS**A. PUBLIC HEARING - Updating the Town Fee Schedule - Water and Wastewater Rates**

Town Council held a public hearing to receive public input regarding an increase in water and wastewater rates.

Five members of the public asked questions regarding clarification on monthly rate increases, the projected timeline for the project and if grant funding could be considered.

Following the comments, Mayor Prud'homme-Bauer closed public comment.

B. Resolution #1708 - Updating the Town Fee Schedule - Water and Wastewater Rates

Discuss, consider and act upon Resolution #1708, updating the Town Fee Schedule by setting water and wastewater rates.

Action: Approve Resolution #1708, amending Resolution #1704 and updating utility related fees for the Public Works Department:

Motion: Council Member O'Neill

Second: Vice Mayor Hunseder

Vote: Roll Call Vote by Mayor Prud'homme-Bauer - Approved 5-0

Voting Member	Aye/Nay
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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

C. Personnel Policy Amendment

Discuss, consider and act upon changes being proposed to the Town's Paid Time Off (PTO) Policy, Holiday Pay Policy and Workplace Conduct Discipline Policy.

Action: Approve the amendments to the Town of Clarkdale's Personnel Policy as presented:

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

D. Remodel of the Clarkdale Police Department

Discuss, consider and act upon the proposed remodeling of the Police Department building for the total amount of \$89,688.62.

Action: Approve the quotes from Gordian in the amount of \$89,688.62 for the remodel of the Police Department building:

Motion: Vice Mayor Hunseder

Second: Council Member Jones

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

E. Cooperative Agreement for Broadway Pavement Overlay and Necessary Roadway Improvements

Discuss, consider and act upon proposals received from Tiffany Construction in the amounts of \$191,034.12 and \$1,586,493 for the Broadway Overlay Phase I Improvements and the Broadway Overlay Phase II project.

Action: Approve the use of remaining HURF Contingency funds in the amount of \$123,837, approve use of remaining Streets Contingency funds in the amount of \$24,098, approve reallocation and use of \$615,778 from Fund 24 CIP to Fund 03, instead of Fund 11, approve the Tiffany Construction proposals in the amounts of \$191,034.12 and \$1,586,493 and authorize the Town Manager to sign all documents necessary for the Broadway Pavement Overlay and Improvements.

Motion: Councilmember 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

- 8. 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 subject to negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation.**

A. Development Agreement

Action: Motion to enter executive session:

Motion: Councilmember 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

9. RESUMPTION OF REGULAR MEETING - Immediately following the executive session, the Council resumed public session at 6:30 p.m.

A. Development Agreement

No action taken on this item by Council.

10. FUTURE AGENDA ITEMS

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

11. ADJOURNMENT

Action: Motion to adjourn:

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 6:32 p.m.

APPROVED:

DocuSigned by:

Robyn Prud'homme-Bauer

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Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

DocuSigned by:

Charity Brooks

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Charity Brooks, Town Clerk

DS



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 23rd day of January 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: Feb. 13, 2024

DocuSigned by:

Charity Brooks

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Town of Clarkdale, Arizona

Official Seal

Incorporated July 11, 1897

Charity Brooks, Town Clerk