



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

MONDAY, SEPTEMBER 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 Robyn 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; Virginia Smith, Public Works Assistant Director; Ruth Mayday, Assistant Town Manager; Joni Westcott, Parks and Recreation Director; Britania Esparza, Associate Planner

Zoom: Seven members of the public were present.

Audience: Approximately nine 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.*

3. PUBLIC COMMENT

No public comment.

4. STAFF INTRODUCTIONS

A. Joshua Tomerlin - Water/Wastewater Director

5. 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 CAT Report
- Police Department Report
- Verde Valley Humane Society
- Finance Report

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.

A. Approval of Minutes of the Common Council

Consider and act upon the draft minutes from the regular meeting held on Sept. 10, 2024.

B. Resolution #1716 - Updating Authorized Representatives for Applying for Certain Public Assistance

Consider and act upon Resolution #1716, approving the designation of Susan Guthrie as the authorized representative and DK Green as the alternate representative to the Arizona Department of Emergency and Military Affairs, which designates the Town's representative for applying for certain public assistance.

C. Resolution #1717 - Temporarily Amending the Length of Term for All Board and Commission Members

Consider and act upon Resolution #1717, temporarily amending the length of term for all Board and Commission members with a term ending Sept. 30, 2024 for a period of three (3) months.

Action: Approve consent agenda item A thru C 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

7. **NEW BUSINESS**

A. Contract with Yavapai County to implement Yavapai County's "A Home of My Own Program"

Discuss, consider and act upon a contract between the Town of Clarkdale and Yavapai County to implement Yavapai County's "A Home of My Own Program."

Action: Approve the contract between the Town of Clarkdale and Yavapai County to implement Yavapai County's "A Home of My Own Program" and authorize the Town Manager to execute all documents:

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

B. Ordinance #428 - Text Amendments to Town of Clarkdale Zoning Code

Discuss, consider and act upon Ordinance #428, making text amendments to the Town of Clarkdale Zoning code, specifically: Section 2-010, Definitions, Chapter 5, Conditional Use Permit Table of Contents, Section 5-070, Term of a Conditional Use Permit, Section 5-090, Renewal of a Conditional Use Permit, Section 5-100, Abandonment of a Conditional Use Permit, Section 6-020, Standards for Planned Area Development, Section 11-050, Expiration of Design Review Approval, Section 11-140, Post Approval Activities, Section 11-180, Amendments to the Code, Chapter 12, Subdivision Regulations Table of Contents, Section 12-2-020, Words and Terms Defined, Section 12-3-050, Dedicated Access, Section 12-4-030, Stage II – Preliminary Plat, Section 12-4-050, Stage IV – Final Plat, Recording and Post Approval, and Section 12-5-060, Significance of Minor Subdivision Plat Approval.

Clerk's Note: Council Member Babbitt-Pierce stepped out of the room at 3:57 p.m.

Action: Motion to table Ordinance #428 and bring back to Council at a future date:

Motion: Council Member Jones

Second: Vice Mayor Hunseder

Vote: Approved 4-0

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	Absent
Council Member Laura Jones	Aye

Clerk's Note: Council Member Babbitt-Pierce returned to the meeting at 4:23 p.m.

C. Residential Trash and Recycling Services for the Town of Clarkdale

Discuss, consider and act upon Town recycling and sanitation services.

Waste Management Representative, Clark, was present to answer questions from Council and the public regarding missed trash services. Clark acknowledged that Waste Management needs to improve their communication and implement better route planning in Clarkdale.

Town Attorney Stephen Polk explained the process for cancelling the contract due to non-compliance by Waste Management.

Public Comments:

Karla Erickson – Numerous complaints in Mountain Gate. Ridiculous that the entire Town would have to pay for recycling, rather than individual households.

Wayne Gosser – Why didn't Waste Management purchase the recycling aspect of Patriot Disposal?

No motion made by Council. Direction provided to Town Attorney Stephen Polk to issue a formal letter to Waste Management giving Waste Management ten business days to provide a formal action plan and begin the process for cancelling the contract with Waste Management in the event Waste Management does not follow through with their action plan to better their services in Clarkdale.

D. Town Hall Complex Parking Lot

Discuss, consider and act upon the use of unrestricted street pavement preservation funds from CIP T02 to cover the cost of a mill/overlay for the Town Hall parking lot in an amount not to exceed \$80,000.

Action: Approve the use of unrestricted street pavement preservation funds from CIP T02 to cover the cost of a mill/overlay for the Town Hall parking lot in an amount not to exceed \$80,000:

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

8. FUTURE AGENDA ITEMS

Town Council proposed the following items to be placed on a future agenda:

- Waste Management Update
- Pavement Preservation Update

9. 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 4:48 p.m.

APPROVED:

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Robyn Prud'homme-Bauer, Mayor

ATTESTED/SUBMITTED:

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 special meeting of the Town Council of the Town of Clarkdale, Arizona held on the 23rd day of September 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Date approved by Town Council: Oct. 8, 2024

DocuSigned by:

Charity Brooks

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DS



Charity Brooks, Town Clerk