

**TOWN OF PAYSON  
TOWN COUNCIL MEETING  
MINUTES OF THE SPECIAL MEETING  
June 4, 2013**

**CALL TO ORDER**

Mayor Evans called the meeting to order at approximately 5:00 p.m. at the Town Hall Council Chambers, 303 N. Beeline Highway, Payson, Arizona.

**PLEDGE OF ALLEGIANCE**

**PRESENT:** Mayor Kenny J. Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Member Fred Carpenter, Council Member Su Connell, Council Member Richard Croy, and Council Member John Wilson.

**STAFF PRESENT:** Debra Galbraith - Town Manager, LaRon Garrett - Assistant Town Manager, Tim Wright - Town Attorney, Martin deMasi - Fire Chief, Donald B. Engler - Police Chief, Silvia Smith - Town Clerk, Cameron Davis - Parks, Recreation and Tourism Director, Emily Linkey - Library Director, and Tanner Henry - Water Division Manager.

**OTHERS PRESENT:** Tracie Bailey - Deputy Town Clerk, Hope Cribb - Finance Manager, Tammy Enlow - Budget Analyst, Tomi Huddleston - Human Resources Manager, Jim Rasmussen - Battalion Chief, Dan Bramble - Battalion Chief and Nelson Beck - Parks Supervisor.

**PURPOSE OF MEETING**

Mayor Evans moved items 2, 3 and 4 up on the agenda.

2. **Resolution No. 2715.** Mayor Evans opened discussion/possible action concerning Resolution No. 2715 captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, SUSPENDING THE LOAN PRINCIPAL PAYMENTS FROM THE GENERAL FUND TO THE WATER ENTERPRISE FUND FOR FISCAL YEAR 2013-2014 AND DIRECTING PAYMENT OF INTEREST FOR FISCAL YEAR 2013-2014.

**Motion:** to Approve Resolution No. 2715 captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, SUSPENDING THE LOAN PRINCIPAL PAYMENTS FROM THE GENERAL FUND TO THE WATER ENTERPRISE FUND FOR FISCAL YEAR 2013-2014 AND DIRECTING PAYMENT OF INTEREST FOR FISCAL YEAR 2013-2014. Moved by Council Member John Wilson, seconded by Council Member Fred Carpenter.

**Vote:** Motion carried 7 - 0

Yes: Mayor Kenny J. Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Member Fred Carpenter, Council Member Su Connell, Council Member Richard Croy, and Council Member John Wilson.

3. **Resolution No. 2716.** Mayor Evans opened discussion/possible action concerning Resolution No. 2716 captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, SUSPENDING FOR FISCAL YEAR 2013-2014 THAT PORTION OF SECTION 5.1.3 OF THE TOWN OF PAYSON PERSONNEL POLICY MANUAL REQUIRING PAYMENT TO EMPLOYEES OF CERTAIN UNUSED PAID TIME OFF. (PTO ROLL OVER)

**Motion:** to Approve Resolution No. 2716 captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, SUSPENDING FOR FISCAL YEAR 2013-2014 THAT PORTION OF SECTION 5.1.3 OF THE TOWN OF PAYSON PERSONNEL POLICY MANUAL REQUIRING PAYMENT TO EMPLOYEES OF CERTAIN UNUSED PAID TIME OFF. (PTO ROLL OVER)

Moved by Council Member John Wilson, seconded by Council Member Su Connell.

**Vote:** Motion carried 7 - 0

Yes: Mayor Kenny J. Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Member Fred Carpenter, Council Member Su Connell, Council Member Richard Croy, and Council Member John Wilson.

4. **Resolution No. 2717.** Mayor Evans opened discussion/possible action concerning Resolution No. 2717 captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, ADOPTING THE TOWN OF PAYSON FEE AND CHARGES SCHEDULE AND DECLARING AN EMERGENCY (FEES AND CHARGES SCHEDULE).

**Motion:** to Approve Resolution No. 2717 captioned as follows: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PAYSON, ARIZONA, ADOPTING THE TOWN OF PAYSON FEE AND CHARGES SCHEDULE AND DECLARING AN EMERGENCY (FEES AND CHARGES SCHEDULE).

Moved by Council Member Su Connell, seconded by Council Member John Wilson.

Council Member Carpenter asked what the changes were and if they were

significant. Tim Wright, Town Attorney, noted the changes had been on the web page for the past sixty days and were marked in red. Mayor Evans replied the changes were in red and there were less than five changes. Vice-Mayor Hughes responded the changes were minimal.

Council Member Croy noted this was done annually and asked if the fees could be changed any time. Mr. Wright replied the Town had to have sixty days to notify citizens of the changes. Mayor Evans asked if the fee schedule was published in the paper. Mr. Wright responded no.

Mayor Evans called for the vote.

**Vote:** Motion carried 7 - 0

Yes: Mayor Kenny J. Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Member Fred Carpenter, Council Member Su Connell, Council Member Richard Croy, and Council Member John Wilson.

1. **Council Decision Request** filed by Hope Cribb, Finance Manager, to adopt the Tentative Budget for Fiscal Year 2013/2014.

Hope Cribb, Finance Manager, explained the Council Decision Request had changed due to an airport grant. Ms. Cribb stated the new number for Option A was \$31,869,876 and the new number for Option B was \$31,930,076.

LaRon Garrett, Assistant Town Manager, explained that previously the Town had accepted a grant for improvements and in the middle of the improvements new regulations came out which increased the cost. The Arizona Department of Transportation (ADOT) was increasing the grant, but the Town still had to pay ten percent of it.

Ms. Cribb explained the two proposals. The Fire Chief's wages and benefits were deducted because he was retiring. This was an unexpected expenditure. The Town was working with the Federal Emergency Management Agency (FEMA) to determine if the paid on call firefighters (POCs) could be covered under the SAFER grant. The Town did have to keep the POCs. The airport grant also reduced the fund balance and the Fire Marshal position had a payout.

Mayor Evans noted the Town would be spending \$200,000 more if this budget was adopted, revenue would be short of expenditures by \$200,000. Ms. Cribb stated she was still waiting for the State to make its final budget decisions. Council Member Wilson asked if the Fire Marshal position was removed was that less than what the Town would pay for contractors to do those duties. Ms. Cribb replied there was \$25,000 in the budget for that. Council Member Carpenter believed the Fire Marshal duties were quite extensive and asked how would someone cover those duties. Don Engler, Police Chief, had investigated options for providing those duties with three

individuals in the community who had an interest in assisting the Town with those duties. Those entities had estimated it at around \$30,000. Council Member Connell asked if those contract services would be call in as needed. Chief Engler replied yes. Council Member Connell asked if the Town had an opportunity to get existing fire personnel training for those duties. Chief Engler responded that has been a challenge, but there was potential to a certain degree.

Council Member Blair asked if the Fire Marshal inspected only commercial plans. Chief Engler replied the Fire Marshal examined both commercial and residential plans.

Council Member Croy noted it was \$30,000 to do inspections and asked if the charges were to the person receiving the inspection. Chief Engler responded no, that was not in the fee schedule. Mayor Evans believed Council Member Croy's question was could the Town charge a fee for services. Chief Engler explained the process was a person that was contracted to do the inspections was paid a fee.

Council Member Carpenter believed special events required an inspection by the Fire Marshal and asked if that cost had been looked at. Chief Engler believed current staff could do that. Council Member Carpenter asked if a fire inspection was required by the State Fire Marshal would the contractors be able to do it. Debra Galbraith, Town Manager, noted they may select a fire district to do the inspection.

Council Member Wilson noted fees were paid in the plan review so it would not be appropriate to charge someone again for the inspection. Ms Galbraith noted the Town did have a fee in the schedule to charge for inspections.

Mayor Evans asked if the Wildland Urban Interface Code had passed. Martin deMasi, Fire Chief, replied it was a tie vote on the Building Advisory Board which meant it did not pass. Chief deMasi had researched fees and found it was common to charge a fee for commercial inspections.

Vice-Mayor Hughes felt given the recent changes and not knowing what the State would do Option A was the best option and the Town could try to increase the fund balance down the road.

**Motion:** to adopt Option A.

Moved by Vice-Mayor Michael Hughes, seconded by Council Member Su Connell.

Ms. Galbraith reminded the Council when the tentative budget was adopted it could not be increased it could only be reduced. Council Member Wilson noted the Town would be faced with additional costs. Council Member Carpenter did not support the motion and did not want to eliminate the Fire Marshal position.

Council Member Blair stated he would support the motion. Council Member Blair appreciated the Fire Marshal, but had to go in favor of lowering the budget.

Council Member Croy asked to discuss Option B before voting on Option A. Mayor Evans noted it was appropriate to ask staff to review the differences. Ms. Cribb explained the only difference was the removal of the Fire Marshal position. Council Member Croy believed if the Town did charge those fees for inspections it would raise revenue. Mayor Evans explained it was what it would cost for the external services and that Council Member Wilson had noted the Town already charged a fee. Council Member Croy asked if the Town charged for all of the different fees. Ms. Galbraith replied the Town had seven fees in the current fee schedule. Council Member Croy asked if all of the inspections the Fire Marshal did were in the fee schedule. Mayor Evans believed Council Member Croy was saying the Town charged for certain inspections and certain inspections were done free of charge that other municipalities might charge for and could those potentially bring in revenue to keep the current Fire Marshal. Chief deMasi believed it was around \$18,000 that could be brought in. Council Member Carpenter noted the \$30,000 the Town paid consultants would not have to be paid if the Town kept the Fire Marshal. Mayor Evans noted it would come out of the \$25,000 already in the budget.

Mayor Evans called for the vote.

**Vote:** Motion carried 5 - 2

Yes: Mayor Kenny J. Evans, Vice-Mayor Michael Hughes, Council Member Ed Blair, Council Member Su Connell, and Council Member John Wilson.  
No: Council Member Fred Carpenter, and Council Member Richard Croy.

## **ADJOURNMENT**

Mayor Evans adjourned the meeting at approximately 5:35 p.m.

APPROVED:

\_\_\_\_\_ Date: \_\_\_\_\_

Kenny J. Evans, Mayor

ATTEST:

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Silvia Smith, Town Clerk

**Certification**

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 Payson held on this day the 4 of June, 2013. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2013.

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Tracie Bailey, Deputy Town Clerk