

**WINKELMAN TOWN COUNCIL  
REGULAR COUNCIL MEETING  
MONDAY, MARCH 14, 2022, 7:00 P.M.  
TOWN HALL COUNCIL CHAMBERS  
206 GIFFIN AVENUE**

**MINUTES**

1. Call Meeting to Order

Mayor Bracamonte called the meeting to order at 7:00 p.m.

2. Salute the Flag

3. Roll Call

Present: Mayor Louis C. Bracamonte  
Vice-Mayor Anita Hinojos  
Council Member Joe Marin  
Council Member Emilia Rutledge  
Council Member Angela Skillings

Staff: Attorney J. Dee Flake  
Deputy Town Clerk Gloria Ruiz  
Hayden Police Chief Brian Marquez

Absent: Town Clerk Sylvia Kerlock, medical leave  
Animal Control Officer Rafael Flores

Audience: Scott Graff, Colby and Powell

4. Approval of Minutes

a) *Regular Council Meeting, Monday, February 14, 2022*

Vice-Mayor Hinojos made the motion to approve the minutes as recorded.  
Council Member Marin seconded the motion, and it was carried unanimously.

Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

5. Communications and Petitions

a) *Hayden-Winkelman Little League requests donation for 2022 season.*

Vice-Mayor Hinojos made the motion to approve donating \$350.00 to sponsor a little league team. Council Member Marin seconded the motion, and it was carried unanimously.

Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

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6. Scott Graff, from Colby and Powell, to present audit results for FY 2020-2021

Mr. Graff distributed the completed audit reports to council and staff. The audit is for Fiscal Year July 1, 2020 to June 30, 2021. Winkelman is doing well, considering the limited staff and budget. Three findings were made.

- Health Insurance Reimbursement – the Internal Revenue Service has administrative and procedural requirements to ensure compliance. Non-compliance could result in tax consequences for the employees and Town, as well as possible penalties.
- Employee Benefits – The additional funds that employees receive should be taxed because the Town does not have a qualified retirement plan.
- Bank Reconciliations – These should be done monthly. Staff now has the Bookkeeper completing bank reconciliations.

a) *Employee health insurance reimbursement – discussion and possible approval of quarterly amount for taxes*

Reimbursing three employees for medical coverage is seen as extra income and should be included as part of their wages and taxed. Mr. Graff understands that reimbursing these employees saves the Town a great deal of money, but the IRS guidelines have to be followed. Perhaps paying these employees an extra \$30.00 a month, in addition to their reimbursement, could cover the extra taxes.

7. Old Business

a) *Easter Community Event on Saturday, April 9<sup>th</sup> – Council Member Rutledge to make a presentation – possible budget approval for event*

Council Member Rutledge said donations have made by Chelsea Hetrick, Set Free Church and ASARCO. She has planned egg decorating, egg hunt, games, scavenger hunt and a corn hole tournament. Set Free Church will be donating the jumping castle. The Council asked that she ensure they have insurance. Vendors will be charged a \$10.00 fee. To cut costs, there will be no DJ. Vice-Mayor Hinojos made the motion to host an Easter Community Event on April 9, 2022 with a \$400.00 budget. Council Member Skillings seconded the motion, and it was carried unanimously.

Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

8. Legal

a) *Intergovernmental Agreement between Gila County and Town of Winkelman for Building and Zoning*

Mr. Flake said the Intergovernmental Agreement presented by Gila County was fine. Vice-Mayor Hinojos made the motion to accept the Intergovernmental Agreement between Gila County and the Town of Winkelman for Building and Zoning. Council Member Marin seconded the motion, and it was carried unanimously.

Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

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b) *Discussion and possible approval of disbursement of COVID-19 Funds*

The Town of Winkelman will be receiving \$117,227.04 in Local Fiscal Recovery Funding from the Federal Government. Winkelman received \$58,613.52 in July 2021, and the monies have not been spent. The second half will be received in fiscal year 2023. Approved ways to spend the money are on public health expenditures, negative economic impacts caused by public health emergency, replace lost public sector revenue, premium pay for essential workers or invest in water, sewer and broadband infrastructure. Information was presented from Teresa Williams, Winkelman's Bookkeeper, regarding paying stipends to Winkelman's essential workers. Staff also presented information on purchasing supplies for the wastewater treatment plant. Mayor Bracamonte asked why the estimate for a vehicle was not included. Council Member Skillings asked if the funds could be used to help pay the sewer bills for some of the residents. Much discussion occurred. Vice-Mayor Anita Hinojos made the motion to table this item on how to spend the Local Fiscal Recovery Funds until the April 11, 2022 meeting. Council Member Marin seconded the motion, and it was carried unanimously.

Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

9. Departmental Reports

a) *Administration Report*

- Deputy Town Clerk Ruiz reminded candidates to submit their signed petitions by Monday, April 4, 2022 at 5:00pm.

b) *Police Department Report*

- Chief Marquez distributed the monthly report for Winkelman and Hayden.
- Joyce Lopez is the temporary records clerk for Hayden Police Department.
- Hayden PD is vying for a grant for tasers. The current ones they have are outdated and defective.
- Hayden Police Officers will be at both Easter events on April 9<sup>th</sup> and April 15-17, 2022 at the Winkelman Flats Public Park.

c) *Fire Department Report*

- There were approximately thirty teens who participated in Career Day on March 5, 2022 in Kearny. Council Member Rutledge was present and gave gift bags that the Town donated.
- There is a fire in Dripping Springs. Winkelman Fire Department responded, but State Wildland Fire took over.

d) *Municipal Report* – There were two (2) citations for the month of February 2022 from the Hayden Police Department.

e) *Animal Control Report*

- Winkelman Animal Control Officer Flores was not present. He informed Council Member Marin that he had could not attend the meeting because he had been called into work. During the month of February, Officer Flores impounded one dog.

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- The rabies vaccination clinic was held this evening, and twenty-eight dogs were vaccinated. Ten Winkelman dog licenses were purchased.

f) *Parks & Recreation Report*

- *Discussion and possible approval of park entrance and vendor fees for Easter weekend*  
After much discussion, Council Members decided to charge the following for entrance fees during Easter weekend: \$60.00 on Friday and Saturday and \$20.00 on Sunday. Vendors will be charged \$200.00 for the weekend. Council Member Marin made the motion to accept the new fees for Easter weekend. Vice-Mayor Hinojos seconded the motion, and it was carried unanimously.

Mayor Bracamonte: Yes

Vice-Mayor Hinojos: Yes

Council Member Marin: Yes

Council Member Rutledge: Yes

Council Member Skillings: Yes

- *Hiring Summer Youth Workers to help with garbage during Easter weekend*  
Public Works Supervisor Art Monterde requested extra help with garbage for Easter weekend. Department of Corrections will bring extra inmates to clean the park on Monday, April 18<sup>th</sup>. Vice-Mayor Hinojos made the motion to give Mr. Monterde permission, at his discretion, to hire two summer youth workers to help with garbage during Easter weekend. Council Member Skillings seconded the motion, and it passed unanimously.

Mayor Bracamonte: Yes

Vice-Mayor Hinojos: Yes

Council Member Marin: Yes

Council Member Rutledge: Yes

Council Member Skillings: Yes

- *Litter underneath the Historic Bridge* – Council Member Rutledge said there was a lot of trash underneath the Historic Bridge, and she picked it up, but there are car parts on the opposite side of the river that are too heavy for her to lift. Council Members thanked her for cleaning.

g) *Sanitation Division* – Residents are paying on their accounts. One person will be sent to small claims court.

h) *Street Division*

- Hayden-Winkelman Unified School District Staff are parking their vehicles on Giffin Avenue again. This is a potential hazard because the street is so narrow at that point. Chief Marquez recommended installing “No Parking” signs. Mayor Bracamonte will send a letter to Superintendent Gregorich.

i) *Wastewater Treatment Plant* – Everything is going well at the plant.

10. Call to the Public – There were no comments made.

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11. Claim No. 009, March Bills

Vice-Mayor Hinojos made the motion to pay Claim No. 009, March Bills. Council Member Marin seconded the motion, and it passed unanimously.


Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

12. Adjournment

With no other business at hand, Council Member Marin made the motion to adjourn this meeting at 8:23 p.m. Vice-Mayor Hinojos seconded the motion, and it was carried unanimously.

Mayor Bracamonte:	Yes
Vice-Mayor Hinojos:	Yes
Council Member Marin:	Yes
Council Member Rutledge:	Yes
Council Member Skillings:	Yes

MINUTES RECORDED BY:

  
Gloria Ruiz, Deputy Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a correct copy of the Minutes of the Regular Council Meeting of the Town of Winkelman, Arizona, held on Monday, March 14, 2022. I further certify that this meeting was duly called and that a quorum was present.

  
Deputy Town Clerk

March 17, 2022  
Date