

**WINKELMAN TOWN COUNCIL
REGULAR COUNCIL MEETING
MONDAY, MAY 8, 2023, 6:00 P.M.
TOWN HALL COUNCIL CHAMBERS
206 GIFFIN AVENUE**

MINUTES

1. Call Meeting to Order
Mayor Bracamonte called the meeting to order at 6:00 p.m.
2. Salute the Flag
3. Roll Call
Present: Mayor Louis Bracamonte
Council Member Angela Skillings
Council Member Adrian Bravo
Vacant Council Seat

Absent: Vice-Mayor Anita Hinojos

Staff: Interim Town Clerk Gloria Ruiz
Administrative Clerk Ashley Rutter
Town Attorney J. Dee Flake
Winkelman Fire Chief Dennis Weber
Animal Control Officer Rafael Flores

Audience: Teresa Williams, Town Financial Consultant
Hayden Police Chief Brian Marquez
4. Approval of Minutes
a) *Regular Council Meeting, Monday, April 10, 2023*
Council Member Angela Skillings made the motion to approve the minutes as recorded.
Council Member Bravo seconded the motion, and it passed unanimously.
Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes
5. Communications and Petitions
a) *Two Letters of Intent to serve on Town Council, were received from Bernardine Pinkard and Freemost Rosenblatt*
 - Clerk Ruiz presented the two Letters of Intent to Council Members.
b) *Discussion and Possible Approval to accept one of the Letters of Intent*
 - After much discussion, Council Member Bravo made the motion to accept Bernardine Pinkard's Letter of Intent to serve on the Town Council.
Council Member Skillings seconded it, and it passed unanimously.
Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes
 - Mrs. Pinkard will be sworn-in at the June 2023 meeting.
6. Resolution No. 185-2023 Designating Interim Town Clerk Gloria Ruiz as the Chief Financial Officer for the Town of Winkelman
 - Clerk Ruiz presented Resolution No. 185-2023 to the Council Members. This Resolution is for Gloria Ruiz to officially submit the current year's annual expenditure limitation report (AELR) to the Arizona Attorney General's Office.
 - Attorney Flake read Resolution No. 185-2023.

Minutes
Winkelman Town Council
Regular Council Meeting
Monday, May 8, 2023
Page 2 of 5

- Council Member Skillings made the motion to accept Resolution No. 185-2023 designating Interim Town Clerk Gloria Ruiz as the Chief Financial Officer for the Town of Winkelman. Council Member Bravo seconded it, and the motion passed unanimously.

Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

7. Resolution No. 186-2023, Adoption of Final Town Budget for FY 2023-2024 in the amount \$2,691,000.00

- Town Attorney Flake read Resolution No. 186-2023.
- Financial Consultant Williams asked if the Council Members had any questions because after the budget is approved, it cannot exceed the current amount. Council Members reviewed the budget information but had no questions.
- Council Member Bravo made the motion to accept Resolution No. 186-2023, Adoption of Final Town Budget for FY 2023-2024 in the amount of \$2,691,000.00. Council Member Skillings seconded it, and the motion passed unanimously.

Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

8. Legal

a) *Acceptance of Resignation Letter from Sam Polk, effective May 15, 2023*

- Council Members read Mr. Polk's letter of resignation. Mayor Bracamonte said he hated to see Mr. Polk leave.
- Council Member Skillings made the motion to accept Sam Polk's letter of resignation. Council Member Bravo seconded it, and it passed unanimously.

Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

9. Community Block Development Grant (CDBG) Project Ideas for FY 2023

- Clerk Ruiz gave eligible project ideas and a calendar, with deadlines, for the grant process.
- Clerk Ruiz said the Public Hearings will be during the June and July Council Meetings. Advertisements will be in the local paper at the end of May.
- Clerk Ruiz asked Council Members to please come up with project ideas for the grant.

10. Departmental Reports

a) *Administration Report*

- *Discussion and Possible Approval of Interim Town Clerk Ruiz to attend the Arizona Municipal Clerks Association training from June 5-9, 2023 in Phoenix, AZ*
 - Clerk Ruiz explained that this is part of a three-year program, and she is one year away from being a certified clerk. Superior is the only Town with a certified clerk in the Copper Corridor.
 - Council Member Skillings made the motion to have Interim Town Clerk Ruiz attend the Arizona Municipal Clerks Association training from June 5-9, 2023 in Phoenix. Council Member Bravo seconded it, and the motion carried unanimously.

Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

Minutes
Winkelman Town Council
Regular Council Meeting
Monday, May 8, 2023
Page 3 of 5

- Point of Information: Myron Starr will be submitting a cost estimate to paint a mural on the north side of the green building.
- b) *Police Department Report*
 - Hayden Police Chief Marquez gave a written report to the Council Members.
 - Chief Marquez, Town of Winkelman Mayor Bracamonte and Town of Hayden Mayor Hetrick will be meeting with the Hayden-Winkelman Unified School Board on Tuesday, May 9, 2023 to discuss security. The Towns do not want any liability in the event of a school emergency. The three entities need to develop a joint emergency plan.
- c) *Fire Department Report*
 - *Mud Volleyball Tournament*
 - The Fire Department wants to help raise money for Hayden's Football Program. They would like to use the existing pits and the concession stand at the Winkelman Flats Public Park. The tournament will be on June 10th.
 - Council Member Skillings made the motion to allow the Winkelman Fire Department to host a volleyball tournament and to use the concession stand with no charge. Council Member Bravo seconded the motion, and it carried unanimously.

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| Mayor Bracamonte: | Yes |
| Council Member Skillings: | Yes |
| Council Member Bravo: | Yes |
 - *Discussion and Possible Approval for a fence design for the fire station*
 - Chief Weber said they are going to move the west and east side connexes to the edges of the concrete, then put a twenty-four foot gate in between them. They will eventually add a roof, creating a garage.
 - Council Member Bravo asked if they were going to block the alley. Chief Weber said no.
 - Council Member Skillings made the motion to accept the fence design that Chief Weber described. Council Member Bravo seconded the motion, and it carried unanimously.

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| Mayor Bracamonte: | Yes |
| Council Member Skillings: | Yes |
| Council Member Bravo: | Yes |
 - Chief Weber said effective immediately, open fires are prohibited in Winkelman. Everything is drying faster than the forest service anticipated.
 - Twelve firefighters will attend a two-day training regarding school shootings at Miami High School on July 22-23. This is free for first responders.
- d) *Municipal Report*
 - Council Members reviewed the written report. There was one citation issued for the month of April 2023, and \$24.00 was collected by the Court.
- e) *Animal Control Report*
 - Officer Flores said he picked up a dog on Lobo Lane and took it to Globe.
 - The next vaccination clinic will be in February 2024. June 2023 is too late in the year.
- f) *Parks & Recreation*
 - *Easter Report*
 - Council Members reviewed the expense report. No comments were made.
 - Discussion and Possible Approval to increase overnight camping fees from \$10.00 per night to \$15.00 per night.

Minutes
Winkelman Town Council
Regular Council Meeting
Monday, May 8, 2023
Page 4 of 5

- Mayor Bracamonte said costs have increased; however, park fees have not. Guests are only charged when they camp overnight, not for day use.
- After some discussion, Council Member Skillings made the motion to increase overnight camping fees to twenty dollars (\$20.00) per night, beginning July 1, 2023. Council Member Bravo seconded the motion, and it passed unanimously.
 - Mayor Bracamonte: Yes
 - Council Member Skillings: Yes
 - Council Member Bravo: Yes
- *Discussion and Possible Approval to advertise for a part-time employee, for fifteen (15) hours per week for the Public Works Department*
 - With the resignation of Mr. Polk, we now are short-handed in the Public Works Department. Supervisor Monterde asked to advertise to hire a worker.
 - Council Member Bravo made the motion to advertise to hire a worker for fifteen (15) hours per week in the Public Works Department. Council Member Skillings seconded it, and it passed unanimously.
 - Mayor Bracamonte: Yes
 - Council Member Skillings: Yes
 - Council Member Bravo: Yes
- g) **Sanitation Division Report – Confidential Report**
 - *Discussion and Possible Approval to file small claims action against five residents with delinquent sewer and garbage accounts*
 - For years, Town Staff has tried to collect payments for sewer and garbage from certain residents. Letters were sent to eight residents, requesting payment. Three people responded, and five ignored the letters.
 - Council Member Skillings made the motion to send five residents to small claims court for non-payment of sewer and garbage. Council Member Bravo seconded it, and the motion passed unanimously.
 - Mayor Bracamonte: Yes
 - Council Member Skillings: Yes
 - Council Member Bravo: Yes
- h) **Streets Division**
 - **Right of Way for Alleys** – This was discussed under the Fire Department Report.
- i) **Wastewater Treatment Plant**
 - **Point of Information:** Wastewater Operator, Arthur Monterde, will be attending the Rural Wastewater Association of Arizona conference from May 23-25, 2023 in Tucson. He needs to keep his operator's license current.
 - *Discussion and Possible Approval to hire Wendy Gort, as a consultant, to work in the wastewater treatment plant.*
 - Clerk Ruiz explained that that since Mr. Polk resigned, Mr. Monterde will be needing help in the wastewater treatment plant, due to limited staff.
 - Ms. Gort will be charging \$1,850.00 per month. She will be collecting samples, taking them to the lab and filing reports with ADEQ.
 - After much discussion, Council Member Bravo made the motion to accept the contract and hire Wendy Gort for \$1,850.00 per month in the wastewater treatment plant. Council Member Skillings seconded it, and the motion passed unanimously.

**Minutes
Winkelman Town Council
Regular Council Meeting
Monday, May 8, 2023
Page 5 of 5**

Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

11. Call to the Public

- Council Member Skillings asked about the water leak under Highway 177. Clerk Ruiz explained that Arizona Water Company needs to obtain permits from ADOT in order to make repairs. This should take another two weeks.

12. Claim No. 011, May 2023 Invoices

Council Member Skillings made the motion to pay Claim No. 011, May 2023 Invoices. Council Member Bravo seconded the motion, and it passed unanimously.


Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

13. Adjournment

With no other business at hand, Council Member Skillings made the motion to adjourn this meeting at 6:49 p.m. Council Member Bravo seconded the motion, and it was carried unanimously.


Mayor Bracamonte: Yes
Council Member Skillings: Yes
Council Member Bravo: Yes

MINUTES RECORDED BY:


Gloria Ruiz, Interim 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, May 8, 2023. I further certify that this meeting was duly called and that a quorum was present.


Gloria Ruiz, Interim Town Clerk

May 9, 2023
Date