

**SPECIAL COUNCIL MEETING  
WINKELMAN TOWN COUNCIL  
MONDAY, JULY 25, 2022, 6:00 P.M.  
TOWN HALL COUNCIL CHAMBERS  
206 GIFFIN AVENUE  
WINKELMAN, ARIZONA 85192**

**MINUTES**

1. Call Meeting to Order

Meeting was called to order by Mayor Bracamonte.

2. Salute the Flag

3. Roll Call:

Present: Mayor Louis C. Bracamonte  
Vice-Mayor Anita Hinojos  
Council Member Emilia Rutledge (Telephonic)

Absent: Council Member Angela Skillings  
Vacant Council Seat  
Town Attorney J. Dee Flake

Staff: Town Clerk Sylvia Kerlock  
Deputy Town Clerk Gloria Ruiz  
Police Officer Heather Tuka

Guest: Nicholas D. Pacheco

4. Approval of Minutes

a) Regular Council Meeting, Monday, June 13, 2022

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

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes

b) Special Council Meeting, Tuesday, July 05, 2022

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

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes

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5. Nicholas D. Pacheco, submitted a "Letter of Intent" to serve on the Town Council, requires Council approval

Vice-Mayor Hinojos made the motion to approve and accept Mr. Pacheco's offer to serve and fill the vacant Town Council seat. Council Member Rutledge seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes

- a) Attorney Flake will administer "Oath of Office" to Nicholas D. Pacheco

Attorney Flake did not attend this Council Meeting, due to an illness. Mayor Bracamonte administered the Oath of Office to Mr. Pacheco.

Congratulations were in order from all present.

6. Ordinance No. 146-2022 Tax Levy FY 2022-2023

Clerk Kerlock explained that this ordinance is adopted yearly. The change is the primary property tax levy, which is in the amount of \$46,800.00 for this fiscal year.

Vice-Mayor Hinojos made the motion to adopt the Tax Levy Ordinance as presented. Council Member Rutledge seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes
	Council Member Pacheco	Yes

7. Brownfields Assessment Coalition Agreement

Clerk Kerlock stated that this is a cooperative funding agreement thru an EPA Award. The Town's project is the storage building at 203 Giffin Avenue. The agreement may include inventory preparation, cleanup planning, and condition of the structure.

Vice-Mayor Hinojos made the motion to enter into this agreement as presented. Council Member Pacheco seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Pacheco	Yes
	Council Member Rutledge	Yes

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8. Communications & Petitions

Clerk Kerlock stated that none were received.

9. Mayor Bracamonte is recommending expanding the Town Yard property adjacent to the vacant property on 1<sup>st</sup> Street

Mayor Bracamonte stated that additional space is required for the parking of town vehicles. Within the next few months, a new fire truck will be delivered and there is not enough room at the fire station to park three fire trucks. Also, this will allow additional parking space for Town vehicles, employee vehicles and equipment.

Council Member Rutledge made the motion to authorize the recommendation made by Mayor Bracamonte to develop the vacant Town property for additional parking. Council Member Pacheco seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes
	Council Member Pacheco	Yes

10. Authorize to hire Sam Polk as a full-time employee effective July 01, 2022

Clerk Kerlock explained that Mr. Polk has been employed part time as a Wastewater Treatment Operator since May of 2021. Budget funding is available in the street department, and recommendations have been made to hire Mr. Polk full-time. His salary would be divided by the sewer and street departments.

Vice-Mayor Hinojos made the motion to hire Mr. Polk as a full-time employee, effective July 01, 2022. Council Member Rutledge seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes
	Council Member Pacheco	Yes

11. Authorize a pay increase for Town Attorney J. Dee Flake

Clerk Ruiz stated that Attorney Flake has been the Winkelman Town Attorney for over 40 years. Attorney Flake travels from Globe to each council meeting. We are recommending that he receive a pay rate increase of \$200.00 per hour.

Vice-Mayor Hinojos made the motion to authorize a pay increase of \$200.00 per hour for Attorney Flake. Council Member Rutledge seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Rutledge	Yes
	Council Member Pacheco	Yes

12. Request to advertise for a Town Hall Administrative Aide

Clerk Kerlock stated that she would like to retire from her position as Town Clerk. An administrative aide should be hired and will be trained by Clerk Ruiz. All of these years Clerk Ruiz has learned my duties as Town Clerk and has done a very good job.

Vice-Mayor Hinojos made the motion to authorize the advertisement for an administrative aide. Council Member Pacheco seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Pacheco	Yes
	Council Member Rutledge	Yes

13. Legal

Attorney Flake was not present. No legal issues were discussed.

14. Departmental Reports

a) Administration Report

> Mayor Bracamonte will appoint each Council Member as departmental contacts

Mayor Bracamonte recommended to have this agenda item tabled until the August Town Council Meeting for a full Council. Council Members approved this recommendation. No further action was taken.

➤ Copper Basin Chamber of Commerce discussion

Mayor Bracamonte asked Council Member Rutledge to provide an update of the Chamber's reorganization. Council Member Rutledge is a member of the Copper Basin Chamber of Commerce.

Council Member Rutledge provided a lengthy discussion of the chamber's plans. Their priority is to help each community in the Copper Corridor with any special events and/or to promote their community in anyway. The committee is cleaning the office space and sorting through files. Council Member Rutledge will oversee the Junior Chamber members. They are also planning several events for this year, which will be announced later.

Vice-Mayor Hinojos asked how much is the annual membership fee? The fee is approximately \$75.00. Further Council discussion followed. Mayor Bracamonte thanked Council Member Rutledge for this update.

b) Police Department Report

Police Officer Tuka handed out police monthly reports. Police Chief Marquez was not able to attend. Council Members reviewed the report. No further action was taken.

c) Fire Department Report

A fire department report was submitted to each Council Member. No further action was taken.

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d) Municipal Court Report – Clerk Ruiz reported that one citation was issued in the month of June. No further action was taken.

e) Animal Control Report – There was no report for this department. Mayor Bracamonte stated that he would like for Animal Control Officer Flores to attend the next council meeting.

f) Parks & Recreation Report

Mayor Bracamonte reported that a chain link fence, surrounding the large Ramada, was installed. The Town crew has worked on the baseball field, and it is looking great. The Town Crew is doing a good job. Council Members should drive thru the park and see all the improvements.

g) Sanitation Division Report

Clerk Kerlock submitted a report of the action that was taken with Sewer & Garbage delinquent accounts. Vice-Mayor Hinojos stated that she would like for all overdue accounts to be filed to small claims. Another process report will be presented at the next council meeting.

h) Street Division Report

Lobo Lane is a Hayden-Winkelman School District designated road. Public concerns were reported on the condition of this road. This road needs many improvements and road grading. The Town cannot help because the road is out of the Town's jurisdiction. Mayor Bracamonte will inform school officials to clean the road.

i) Wastewater Treatment Plant Report

This department has been authorized to make improvements in purchasing lab equipment and other tools needed. Funding has been allocated by the Federal Government "Coronavirus Local Fiscal Recovery Fund". The Town has approximately \$20,000.00 left to spend. Staff will provide a report of the expenditures and balance at the August Council Meeting.

15. Call to Public

Clerk Ruiz reported that the Town of Hayden pool opened to the public. Many repairs to the pool were completed.

16. Claim No. 001, July 2022 Invoices

Council Member Rutledge questioned why payments to everyone who worked during the Easter weekend are not listed in the invoice report? Vice-Mayor Hinojos responded that payroll checks or wages paid for services are not required to be reported. Each year all Town wages are audited.

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**17. Adjournment**

With no other business at hand Vice-Mayor Hinojos made the motion to adjourn this meeting at 6:45 p.m. Council Member Pacheco seconded the motion, and the motion was carried unanimously.

ROLL CALL:	Mayor Bracamonte	Yes
	Vice-Mayor Hinojos	Yes
	Council Member Pacheco	Yes
	Council Member Rutledge	Yes

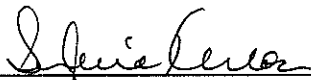
MINUTES RECORDED BY: \_\_\_\_\_



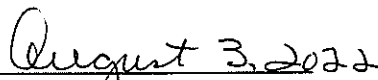
Sylvia Kerlock, Town Clerk

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a correct copy of the Minutes of the Special Council Meeting of the Town of Winkelman, Arizona held on the 25<sup>th</sup> day of July 2022. I further certify that this meeting was duly called and held and that a quorum was present.



Town Clerk



Date