

# MINUTES

## Town Council Regular Meeting

6:00PM – Tuesday, February 6, 2024

Wellton, Town Hall Council Chambers

28634 Oakland Avenue, Wellton, Arizona 85356

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**Mayor Scott Blitz called the special meeting to order at 6:00PM on Tuesday, February 6, 2024. Mayor Blitz led the Pledge of Allegiance and gave the invocation. Roll call was taken.**

**Councilmembers Present:** Mayor Scott Blitz, Vice Mayor Cecilia McCollough, Councilmembers Barbara Biggs, Sylvia Davidson, and Michelle Jones.

**Councilmembers Absent:** None.

**Staff Present:** Town Manager Richard Marsh, Deputy Town Clerk Sandra Jones, Finance Director Dennis Osuch (via Teams), Public Works Director Joe Grant, Public Works Director Greg Ellingson, Police Chief David Rodriguez, Code Enforcement Officer Belen Medina, Events Coordinator Mary Miranda, Water System Operator Tim Burns, and Attorney Michael Goodman (via Teams).

**Guests Present:** Lou Landers, Brenda Landers, Bruce Elford, Al Lockwood, Jane Dashiell, Audrey Zingler, June York, Lynda Lake, Ron Hansen, Judy Hansen, Charles Brunet, Bob Leeper, Peggy Leeper, Evie Pistone, Dolores Ward, Kenny Ward, Myra Neff, Richard Neff, Jim Sampson, Bryan Marchek, Toni Marchek, Catherine Blitz, Greg Swank, Dan Hutchings, Brenda Hutchings, Stan Fuseler, Buzz McQueen, Shirley McQueen, Juquin Brown, Tammy Haubrich, Joseph Haubrich, Anthony Ware, John Martin, Valerie Martin, Brian Claar, Adolfo Ponce, Stanford Lucier, Julie Forsyth, Harold Forsyth, Bonnie Hunt, Reyna Curiel, Mike Kaytor, Brenda Kaytor, Jennifer Seelnacht, Dwight Kramer, Frank LaCosse, and Wayne Kerley.

### Presentations

- Introduction of the new Public Works Director Greg Ellingson: Outgoing Public Works Director Joe Grant and HR Mary Miranda
- Business Spotlight
- Code Enforcement Update: Chief David Rodriguez and Code Enforcement Officer Belen Medina
- Council Elections – Timeline
- Tour de Fields Recap: Events Coordinator/HR Mary Miranda

### Discussion and Action Items

#### 1. Approval of Minutes:

##### a. For the Meeting of January 9, 2024 (Special Meeting).

Motion made by Councilmember Biggs, seconded by Councilmember Jones, to approve the Minutes: for the Meeting of January 9, 2024 (Special Meeting).

Davidson: Yay

Jones: Yay

Blitz: Yay  
Biggs: Yay  
McCullough: Yay  
Motion carried.

**2. Discussion and possible action to select the Grand Marshall(s) for the 2024 Pioneer Day Parade & Fiesta.**

Motion made by Councilmember Davidson, seconded by Councilmember Jones, to select Jim McCullough as the Grand Marshall for the 2024 Pioneer Day Parade & Fiesta.

Davidson: Yay  
Jones: Yay  
Blitz: Yay  
Biggs: Yay  
McCullough: Yay  
Motion carried.

Motion made by Councilmember Biggs, seconded by Councilmember Davidson, to select Marge Rockwell as the *In-Memorium* Grand Marshall for the 2024 Pioneer Day Parade & Fiesta.

Davidson: Yay  
Jones: Yay  
Blitz: Yay  
Biggs: Yay  
McCullough: Yay  
Motion carried.

Motion made by Vice Mayor McCullough, seconded by Councilmember Jones, to select Ken Baughman as the secondary (if needed) Grand Marshall for the 2024 Pioneer Day Parade & Fiesta.

Davidson: Yay  
Jones: Yay  
Blitz: Yay  
Biggs: Yay  
McCullough: Yay  
Motion carried.

Motion made by Councilmember Davidson, seconded by Councilmember Jones, to select Gary Rinehart as the third (if needed) Grand Marshall for the 2024 Pioneer Day Parade & Fiesta.

Davidson: Yay  
Jones: Yay  
Blitz: Yay  
Biggs: Yay  
McCullough: Yay  
Motion carried.

**3. Discussion and possible direction regarding Butterfield Golf Course, Coyote Wash Golf Course, and Coyote Den Restaurant.**

Item 3 was moved to No. 1 in discussion. The audience was questioned as to which option they would like to see the Town move forward. Option No. 2: Staff training, and new/updated equipment purchase/lease was the consensus. Option No. 1 (which was not selected) was to look at outside companies to run the golf courses.

**4. Discussion and possible action to approve Dan and Brenda Hutchings request to have chickens on their property located at 30204 Quail Trail.**

Motion made by Councilmember Jones, seconded by Councilmember Biggs, to approve Dan and Brenda Hutchings request to have chickens on their property located at 30204 Quail Trail.

Davidson: Yay

Jones: Yay

Blitz: Yay

Biggs: Yay

McCullough: Yay

Motion carried.

**Future Agenda Items**

- FY 2022-2023 Audit for discussion and approval.
- Town Manager evaluation.
- 2<sup>nd</sup> Quarter Financials.

**Town Manager's Report**

- Report of incident at Coyote Wash Golf Course: "On January 24, 2024, around 5:00PM (perhaps 5:15) our evening course Marshall encountered a person walking their dog on the golf course. Our Marshall asked him to leave, to which the gentleman got very angry. He spat toward our Marshall and yelled at him that the golf course didn't own the ground he was on. The dog was a very large gray and white pit bull, so the Marshall did not engage beyond being spit at." Wellton Police Department has been informed of the situation and is currently investigating.
- The Town of Wellton's average TTHm results are now under the .08 threshold. Our December 2023 4<sup>th</sup> Quarter average was .077. Tim Burns is doing great work over there as we are below the average 0.08!!!! We are in compliance, let's keep grinding!!!!
- Update Report re: 2024 Tractor Rodeo: "I spoke with Bill Lanier, and he was elated about the success of the 2024 Tractor rodeo. The Microtel sold out and the restaurants mentioned record numbers of customers they served. The Food vendors at the Town arranged to be there sold out both days. They had over 1300 attendees and are already planning the 2025 event. They will start advertising in the national tractor publication in June of this year. They were able to donate an engine to Antelope High School. Southwest forgotten iron is planning on investing in signage for the next event. i.e.: directional signs to indicate where the event is. We are looking for sponsorships for the 2025 event."

- Grant Consultant: Nancy Ngai, previous Community Planning Coordinator/Supervisor at Yuma County. Nancy oversaw the Community Development Block Grant (CDBG) Program, as well as other federal programs in Yuma County. She is now working as a grant consultant for the Town of Wellton.
- The first Public Hearing for CDBG Regional Account/SSP/Colonia Funds was held on Thursday, January 11, 2024 at 6:00PM in the Council Chambers. Minutes are attached. The CDBG Wish List (culled from previous public hearings) is as follows:
  - Installation of the Clarifier
  - Water system improvements
  - Construct recreation complex/facilities
  - Fire department equipment (pumper truck)
  - Street/road improvements – sidewalks on residential streets
  - Street lighting throughout the Town limits
  - Housing Rehab
  - Solid waste disposal & sewer system
  - Community revitalization
  - Historic preservation
- Clarifier update: From ADOH - Yes, this project is eligible with the clarifier that was previously purchased and manufactured in Mexico. The Build America Buy America (BABA) requirements will apply to any additional material or equipment that may be needed for this project. We will apply for CDBG funds for this project. Funding availability after July 2024.
- Staff have been working on the USDA grant application in hopes of the possible procurement of a street sweeper and a residential trash truck. The application will be ready for submission in 2 weeks.
- Staff have been working on the T-Mobile grant application for the future Community Park. The application is to be submitted on March 1, 2024.
- Pursuing FEMA grant for Fire Truck and apparatus:
  - Discussion with Abigail Christian, Grant Specialist – “I’m so glad you wrote to me because the application for the Assistance to Firefighters Grant (AFG) just opened yesterday and is open through March 8 at 4:00 pm ET. This is the grant that allows for the purchase of fire apparatus. Though competition for vehicles is high, I do encourage you to apply. The AFG Grant Office is also offering application webinars that will continue through February 9th. These are live webinars where you can ask the grant officers questions. Here is a link for information on those webinars (there are vehicle-specific webinars: Assistance to Firefighters Grant Programs Workshops | FEMA.gov. At that link, you will find documents to help you get your application in good order. The checklist is especially helpful (I’ve attached a copy to this email). I’ve also attached the 2023 AFG Notice of Funding Opportunity (NOFO). (The grants run one year behind the current fiscal year). If you need more specific one-on-one help with the registration process steps, you can contact the AFG Program Help Desk. They are staffed with firefighters who are also experienced in our grants. They will be able to help you on any specifics.”
  - A Thank You to Grant Consultant Nancy Ngai and Fire Chief Mark Rivera for their endeavors.

- The Public Works Department online auction continues to be a success. Staff have sold 11 golf carts, a trash truck, cement mixer, pipes, a trailer, misc. equipment, and 2 trucks for a total bid price of \$19,504.00. They are still soliciting bids for some available items.
- The feedback we have received regarding the Tour de Fields' impact on Microtel has indicated they had received substantial reservations due to the event.
- The new Public Works Director Greg Ellingson has been hired. He started on Monday, January 29, 2024. We are currently advertising for the Assistant Public Works Director position, closing on February 12, 2024.
- The feedback on the latest "Movie in the Park – Top Gun: Maverick" has been positive. Most of the food vendors sold out that night. The next "Movie in the Park" is scheduled for February 6, 2024 at 7:00PM at Butterfield Park. The family friendly movie Encanto is scheduled.
- Tentative Budget timeline for FY 2024-2025 Budget

**Budget Timeline FY 2024-2025**

**February 5, 2024**

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Budget Worksheet Packets to Department Heads. Submission Deadline for review: February 19, 2024.

**March 19, 2024 at 6:00PM Special Meeting**

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BUDGET WORKSHOP: Discussion and possible direction regarding fees and Operating Budget.  
Packet: Spreadsheet of Proposed Fees and Budget Worksheets from Caselle

**May 7, 2024 at 6:00PM**

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Discussion Tentative Operating Budget  
Packet: PowerPoint

Adopt the Tentative Operating Budget  
Packet: Resolution

Adopt proposed fee changes  
Packet: PowerPoint

**June 4, 2024 at 6:00PM**

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Public Hearing for the Final Operating Budget.  
Packet: PowerPoint

Special Session to adopt the Final Operating Budget.  
Packet: Resolution

Regular Session to Adopt fee changes  
Packet: Resolution

Board of Directors of the Links at Coyote Wash Community Facilities Districts #2003-1 & #2005-1 to adopt budget for the Links at Coyote Wash Community Facilities District #2003-1.  
Packet: Resolution

Adopt budget for the Links at Coyote Wash Community Facilities District #2005-1.  
Packet: Resolution

**July 2, 2024 at 6:00PM**

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Board of Directors of the Links at Coyote Wash Community Facilities Districts #2003-1 & #2005-1 to adopt levy for the Links at Coyote Wash Community Facilities District #2003-1.  
Packet: Resolution

Adopt levy for the Links at Coyote Wash Community Facilities District #2005-1.  
Packet: Resolution

- The Volunteer Appreciation Luncheon was very well received. There were approximately 50 people in attendance.

- The next volunteer project is underway. The Volunteer Grounds and Operations Team started on February 5, 2024. It will run from February 5- 9, 2024 at Coyote Wash Golf Course. Palm fronds, bushes, trees, and weeds are being picked up and hauled to the dump. Sprinkler heads are also being cleared of overgrown grass, etc. There are currently 25 volunteers working on this project. Shout Out to the amazing volunteer heroes.
- The Pioneer Day Parade Grand Marshall selection process is underway. A Thank You to Events Coordinator Mary Miranda for spearheading the process.
- The accrued Employee Comp Time is an accumulated 1,401 hours. This equates to \$35,735.85. One employee has in excess of 400 hours of accrued comp time. We currently do not have a policy addressing the accrual and use of comp time. It is in process.
- Reminder - Code of Ethics:
  - “Under the council-manager form of government, the Town Council appoints a Town Manager, who directs the day-to- day operations of all employees. Councilmembers need to be sensitive to the role of the Town Manager and Town staff.”
  - “Any critique or criticism of a staff member should be directed to the Town Manager, not the staff member.
- RAGHT Annual Conference is scheduled for Wednesday, February 21 – 23, 2024, in Scottsdale, AZ at that Hotel Valley Ho. Sandra Jones and I will be attending for the Town of Wellton.
- Pioneer Day Parade and Fiesta 2024 Update – scheduled for Saturday, February 24, 2024.  
Vendors and Entertainment:
  - Southwest Forgotten Iron
  - Jackson Indian fry bread
  - Tacos locos
  - Tacos durados
  - Hot dogs
  - Hamburgers
  - Agua Fresca
  - Thrifty ice cream
  - Desert refreshers
  - Churros
  - Sweet treats pastries
  - Phat BBQ
  - Face painting
  - DJ
  - Karate demonstration
  - Country line dance demonstration
- The Tour de Fields 2025 planning will be kicking off on March 5, 2024.
- The Coyote Wash Community Action Committee has agreed to pay \$500 towards the handyman monthly invoice for the electrical work completed at Coyote Wash Golf Course.
- Concessionary Agreement to be sought by Request for Proposals for Coyote Den Restaurant. The draft of the Concessionary Agreement is in the review process with the Town Attorney.
- The SeeClickFix spreadsheet of archived, open, and ongoing work orders is attached. There are 126 total work orders. Currently 53 are closed/archived and 73 are open/in process. Staff are currently working to update the list and ensure the completed work orders are closed.

- Evaluation and assessment of establishing a Wellton Municipal Airfield, led by the Outgoing Public Works Director Joe Grant and Coleen and Rob Hanafi, owners of Dusty's Pizza and Wings. The Public Works Department is in the process of proposing suitable property for the project. Outcome is sales tax revenue from an estimated 20 hangers that could be leased, sales tax revenue on fuel purchases, and expanding the quality of life for residents, attraction of visitors, tourism, and students training for pilot license.

**Council's Report**

- Vice Mayor McCollough reported YMPO has received a clean audit and she waws involved in WACOG Strategic Planning Session.
- Councilmember Biggs commented a Thank you for the movie night and a reminder of the upcoming palm tree trimming on Interstate-8 Off Ramp the 1<sup>st</sup> Thursday in March.
- Mayor Blitz reminded the audience of Night Golf at Butterfield Golf Course on March 16, 2024, Movies at the Park on February 16, 2024, Pioneer Day Parade and Fiesta on February 24, 2024, and Yuma Air Show on March 9, 2024.

**Executive Session**

None requested.

**Adjournment**

Motion made by Vice Mayor McCollough, seconded by Councilmember Biggs to adjourn.

Davidson: Yay

Jones: Yay

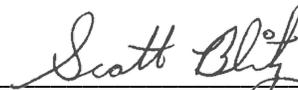
Blitz: Yay

Biggs: Yay

McCollough: Yay

Motion carried.

Meeting adjourned at 7:41PM.



Scott Blitz, Mayor

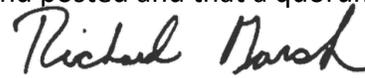
ATTEST:



Richard Marsh, Town Manager

CERTIFICATION:

I hereby certify that the forgoing minutes are a true and correct copy of the regular meeting held February 6, 2024, and the meeting was duly called and posted and that a quorum was present.



Richard Marsh, Town Manager