

THE HAYDEN TOWN COUNCIL
MEETS ON
MONDAY, APRIL 15, 2024
5:30 P.M.
FOLLOWING THE CDBG PUBLIC HEARING
520 N. VELASCO AVENUE
HAYDEN, ARIZONA 85135
FOR A
REGULAR COUNCIL MEETING

1. **CALL TO ORDER**

The regular council meeting was called to order at 5:50 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Present: Mayor Dean Hetrick, Vice-Mayor Bobby Smith, Council Member Thomas Lagunas

Not Present: Council Members Robert Manriquez, Bernardino Cruz

Staff: Town Attorney Stephen Cooper, General Superintendent Gary Cruz, Police Chief Brian Marquez, Senior Center Director Anita Hinojos, Finance Director Teresa Williams, Fire Chief Cruz Angel Gonzales, Hayden Police Officer Brandon Gomez, Animal Control Officer Rafael Flores

Audience: CAG Representative Andrea Robles, CAG Representative Angela Gotto

4. **APPROVAL OF MINUTES**

Regular Council Meeting Minutes – March 18, 2024

Budget Work Session- March 18, 2024

Vice-Mayor Smith moved to approve the above minutes as recorded.

Council Member Lagunas seconded the motion and the motion carried. 3-0

5. **CALL TO THE PUBLIC/Citizens Wanting to Address the Council on Any Non-Agenda Item, The Mayor and Council Will Listen to Comments, But May Take Any One of the Following Actions (1) Respond to Criticism, (2) Request That Staff Investigate and Report on the Matter and (3) Request that the Matter be Scheduled on a Future Agenda. SPEAKERS SHALL BE LIMITED TO THREE (3) MINUTES.**

No one addressed the Council.

6. **Possible Executive Session for discussion/consultation for legal advice with the Town Attorney and Town Staff concerning any of the agenda items, pursuant to A.R.S. §38-431.03(A)(3)(4) and (7)**

None

7. **Discussion and possible action to ratify the following items for payment:**
SCP Distributors LLC – Pool Replacement Parts and Equipment in the amount of \$2,406.05
Home Depot – Pool Replacement Parts and Repair Tools in the amount of \$556.04 Foster
Electric – Pool Pump Motor Service Work in the amount of \$700.96
Council Member Lagunas moved to approve to ratify the following items for payment:
SCP Distributors LLC – Pool Replacement Parts and Equipment in the amount of \$2,406.05
Home Depot – Pool Replacement Parts and Repair Tools in the amount of \$556.04 Foster
Electric – Pool Pump Motor Service Work in the amount of \$700.96

Vice-Mayor Smith seconded the motion and the motion carried. 3-0
8. **Discussion and possible action to approve and adopt Resolution No. 24-02 designating Mayor Dean Hetrick as Chief Fiscal Officer for FY2024**
Vice-Mayor Smith moved to approve and adopt Resolution No. 24-02 designating Mayor Dean Hetrick as Chief Fiscal Officer for FY2024.
Council Member Lagunas seconded the motion and the motion carried. 3-0
9. **Discussion and possible action to approve and adopt Resolution No. 24-03 Fair Housing sponsored by CAG**
Vice-Mayor Smith moved to approve and adopt Resolution No. 24-03 Fair Housing sponsored by CAG.
Council Member Lagunas seconded the motion and the motion carried. 3-0
10. **Discussion and possible action to approve a Public Safety Personnel Retirement System Pension Funding Policy**
Vice-Mayor Smith moved to approve a Public Safety Personnel Retirement System Pension Funding Policy.
Council Member Lagunas seconded the motion and the motion carried. 3-0
11. **Discussion and possible action to approve allowing the Hayden Little League to use the Little League Field, lights and concession stand for the 2024 season starting in April.**
Mayor Hetrick informed the Council that this item was discussed at the March Regular Meeting but was not an action item this is why it is coming before the council for approval.

Council Member Lagunas moved to approve allowing the Hayden Little League to use the Little League Field, lights and concession stand for the 2024 season starting in April.
Vice-Mayor Smith seconded the motion and the motion carried. 3-0
12. **Discussion and possible action to accept a donation of real property to the Town. Gila County Assessor Parcel No. 101-07-309**
The Attorney mention the property was not level and it's a small lot. He mentions the configuration would make it hard for the town to sell and place back on the tax roll and the town would be responsible for the taxes owed which are due in May.
Mayor Hetrick stated that he felt it would not be in the best interest of the town and would also be placing liability on the Town.

Mayor Hetrick moved not to accept the property donation, Gila County Assessor Parcel No. 101-07-309.

Vice-Mayor Smith seconded the motion and the motion carried. 3-0

13. **Discussion and possible action to approve a service quote from Assured Document Destruction an Arizona certified company for shredding services in the amount of \$1,043.00 for a total of 90 boxes**

Council Member Lagunas moved to approve a service quote from Assured Document Destruction an Arizona certified company for shredding services in the amount of \$1,043.00 for a total of 90 boxes.

Vice-Mayor Smith seconded the motion and the motion carried. 3-0

14. **Discussion and possible action to approve purchasing replacement parts for a 2012 Ford F-150 police truck through ORO Ford in the amount of \$7,954.15 (Taxes and Labor not included)**

Mayor Hetrick advised the Council to decide what repairs they want ORO Ford to complete.

Mayor Hetrick moved to approve the following repairs and purchase amounts: rear door \$103.00, Tune-Up \$530.00, Driver Front Exterior Door Lock \$422.36, Two Key Bofs \$572.26 and an Engine Oil Leak from Rear Main Seal and Oil Pan Gasket \$2,921.04 for a total amount of \$4,549.60

Council Member Lagunas seconded the motion and the motion carried. 3-0

15. **Discussion and possible action to approve promoting Deputy Town Clerk Nancy Hinojos to the position of Town Clerk with a wage amount of \$25.89 per hour / Discussion and possible action to promote Magistrate Clerk Sarah Romero to the position of Deputy Town Clerk with a wage amount of \$18.50 per hour effected date May 1, 2024**

Mayor Hetrick informed the council the promotions will be effective May 1, 2024 and the wage amounts will be effective May 7, 2024 which will be the start of new pay period.

Council Member Lagunas moved to approve promoting Deputy Town Clerk Nancy Hinojos to the position of Town Clerk effective May 1, 2024 with a wage amount of \$25.89 per hour effective May 7, 2024.

Vice-Mayor Smith seconded the motion and the motion carried. 3-0

Council Member Lagunas moved to approve promoting Magistrate Clerk Sarah Romero to the position of Deputy Town Clerk effective May 1, 2024 with a wage amount of \$18.50 per hour effective date May 7, 2024

Vice-Mayor Smith seconded the motion and the motion carried. 3-0

16. **Discussion and possible action to approve a wage increase for Lawrence White from \$18.04 to \$19.49 per hour effected date April 23, 2024**

Vice-Mayor Smith moved to approve a wage increase for Lawrence White from \$18.04 to \$19.49 per hour effective date April 23, 2024

Council Member Lagunas seconded the motion and the motion carried. 3-0

17. Discussion and possible action to approve hiring Maria Gonzales as a volunteer firefighter pending background check

Mayor asked Fire Chief Gonzales how many active volunteer firefighters the department currently have? Fire Chief Gonzales responded that the department has a total of 11 and 8 are active. Mayor Hetrick asked if there is a limit? Town Clerk Romero clarified there is a 14-member limit, but she would confirm this.

Mayor Hetrick moved to approve hiring Maria Gonzales as a volunteer firefighter pending background check.

Vice-Mayor Smith seconded the motion and the motion carried. 3-0

18. DEPARTMENTAL REVIEW/REPORTS

a) Police & Animal Control, Written Report-

Chief Marquez went through the departmental report with the mayor and council. Chief Marquez mention that the Animal Control Officer is doing a good job.

There was a discussion for procedures and fees for surrendering dogs.

b) Fire, No Written Report

Fire department fighters went to shooter school and they are ready for the 4th of July town event.

c) Magistrate, Written Report

d) Finance, Written Report

e) Public Works, Oral Report

General Superintendent Cruz told the Mayor and Council that the department is almost done with working on getting the pool ready for the summer.

Mayor Hetrick asked General Superintendent Cruz is there if an estimated date to fill the pool with water. General Superintendent Cruz said sometime next week they will be done painting the pool and it will have to sit for a couple of days before filling with water.

f) Golf, Written Report

General Superintendent Cruz said that the Little League Field will be ready for the April 18th Open Ceremonies.

g) Senior Center, Written Report

Senior Center Director Hinojos thanked CAG for the furniture donation to the town. Mayor Hetrick also thanked them.

h) Mayor/Vice-Mayor

Mayor Hetrick presented a plaque to Town Clerk Romero and thanked her for her 38 ½ years of service to the Town of Hayden and congratulated her for her well-earned upcoming retirement.

19. CLAIMS FOR PAYMENT FOR SERVICES –

March 2024 / April 2024

Consideration to approve the above claims for payment.

Council Member Lagunas moved to approve above claims for payment.

Vice-Mayor Smith seconded the motion and the motion carried. 3-0.

20. **Discussion on the 2024-2025 Budget for the Town of Hayden**

There was a discussion of current fee rates. Mayor Hetrick directed Finance Director Williams to calculate an increase of 2.5% and 5% for all fees including utilities to be compared. Finance Director Williams asked the Mayor and Council if they want payroll increases included. Council Member Lagunas stated that inflation is still high and the employees have not been given any raises. Mayor Hetrick requested Finance Director Williams to include a 2.5% and 5% wage increase. Finance Director Williams said she will calculate at the higher 5% wage increase and the mayor and council can decide if they want to approve the 5% wage increase or a lower percentage. Finance Director Williams asked the mayor and council if they want to include a renovation the budget. Mayor Hetrick said yes and asked General Superintendent Cruz to get a cost amount to building a ramada and the cost of a table. Next Budget Work Session scheduled for May 20, 2024, all budget items need to be decided on at this meeting due to the Tentative Budget publishing deadline of June 17, 2024.

21. **Adjournment**

The regular council meeting was adjourned by the mayor at 7:05 p.m.

CERTIFICATION

I hereby certify that the foregoing meeting minutes are true and correct. The Hayden Town Council held a regular council meeting on the 15th day of April 2024. I further certify that the meeting was duly called and held and that a quorum was present.

5-20-2024
Date

Laura E Romero
Laura Romero, Town Clerk