



**MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ  
THURSDAY, SEPTEMBER 4, 2014, TOWN CLUBHOUSE SQUARE, 12033 CLUBHOUSE SQUARE**

1. **Call to Order:** Mayor LeVault at 8:11 p.m.
2. **Roll Call:** Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Shirley Gustafson, Judy Johnson and June Miller.  
Staff present: Town Manager Jeanne Blackman, Town Attorney's Susan Goodwin and Trish Stuhan, Community Development Coordinator Gregory Arrington, Economic Development Manager Gayle Cooper, Public Safety Manager Mike Kessler, Public Works Manager Marty Mosbrucker, Citizen Services Specialist Stacy Anderson and Town Clerk/Treasurer Diane Cordova.
3. **Pledge of Allegiance and Invocation:** Councilmember Chittenden led the Pledge of Allegiance and Vice Mayor Duran offered the Invocation.
4. **Communications:** Comments, Commendations and Presentations by Mayor, Council Members, staff or members of the public. The Council may not propose, discuss, deliberate or take any legal action on the information presented pursuant to A.R.S. 38-431.02.

**A. Communications from Council:**

**Mayor LeVault**

- I want to thank the public for their confidence and support shown towards this Council. This Council has completed important work from policy updates, infrastructure improvements, set a fiscal policy. We have laid a foundation for Economic Development.
- The Community4Good Buy Local Program is up and running. The purpose of the program is to improve the quality of life. This is a platform for volunteers and for nonprofits to donate money, time and items to serve local needs. It is now time for us to take ownership. We need to build the database; it's conversed by emails; registration is completed by an email address. Let's take the opportunity to encourage others about the program.

**Councilmember Chittenden**

- I want to thank everyone that voted.
- There will be a Dog Park Committee meeting Saturday, September 13th at 9:00 a.m. at the Methodist Church located on the corner of 113<sup>th</sup> Avenue and Alabama.

**B. Communications from Staff:**

**Town Manager Blackman**

- Welcome back Mayor, Vice Mayor and Council.
- Mayor and I attended a press conference with Sheriff Joe Arpaio.
- We've been working on the Town's 60<sup>th</sup> Anniversary celebration scheduled for November 8, 2014.
- Completed a signage tour with staff regarding the beautification of Youngtown.
- Attended the West Valley Managers meeting.
- Attended the Maricopa County Association of Government (MAG) managers' meeting.
- Consultant Pat Walker presented a budget 101 to staff.
- We will be conducting interviews for the finance position.
- We are looking into changes with internal controls to prepare for the audit.
- We purchased software for fixed assets.
- I want to congratulate the Mayor and Councilmember Mello for eight years of service.

**Community Development Coordinator Arrington**

- Jubilee Parish has received their certificate of occupancy. Their facility now has fire sprinklers.
- The QuickTrip has completed their renovations. The QuickTrip on Olive Avenue is now under renovation.
- Life Stream is also completing their renovations.
- Assisting with the 60<sup>th</sup> Anniversary event.
- Met with Dave Moss on the Community4Good Buy Local Program.

**Public Safety Manager Kessler**

- Code Enforcement Justin Millard, will be attending training next week.
- We currently have 148 open cases. Three were given citations for noncompliance.
- The probationers were out assisting with Town clean up; two residents were taken care of.

- Code Enforcement Lupe Romero will be attending CELA training. She will also be teaching two courses.
- Public Works Manager Mosbrucker
- It is such a pleasure to work for a small town.
- Economic Development Manager Cooper
- The Signage Program is going; we have 18 businesses participating.
  - Attended a Business Expo at the Wigwam.
  - Rags Catering held a grand opening. They will be hosting "Music in the Park" on September 13<sup>th</sup> and 27<sup>th</sup>, 2014.
- Citizens Service Specialist, Anderson
- The Business License Module in CitizenServe is up and running.
  - Business license revenue for the month of August 2014 came in at \$3,885.00
  - Working on the fixed assets in preparation of audit.
  - I've been coordinating the Town's 60<sup>th</sup> Anniversary. A "Save the Date" postcard will be mailed out. Menke Funeral Home has come through with their first donation of \$1000.
  - Make your calendar, the Winter Holiday Event is scheduled for December 6, 2014; 5:00 p.m. to 8:00 p.m.
- Town Clerk, Cordova
- The Primary Election has been completed. We are now looking to the General Election, November 4, 2014 where the Youngtown General Plan 2025 will be on the ballot for voter approval. The publicity pamphlet will be mailed out to all registered voters.

5. Citizens Comments/Appearances from the floor:  
None

6. Consent Agenda:

A. Approval of Minutes: Regular Meeting Minutes of June 26, 2014.

Motion to approve regular meeting minutes of July 24, 2014 by Councilmember Gustafson  
Second – Councilmember Mello

7. Business

A. Discussion and/or Action Re: Approval of Resolution 14-13 Canvass of the Vote for August 26, 2014 Primary Election; presentation of Certificate of Election.

Motion to approve Resolution 14-13 Canvass of the Vote for August 26, 2014 Primary Election – Councilmember Chittenden  
Second – Councilmember Johnson.  
Motion passed unanimously on a voice vote.

Town Clerk Cordova presented a Certificate of Election to Mayor LeVault, Councilmember Margaret Chittenden, Judy Johnson and June Miller.

- The office of Mayor and Council a term of four years.
- The Oath of Office will be taken in January, 2015.

B. Discussion and/or Action Re: Intergovernmental Cooperative Purchasing Agreement through Maricopa County, Contracting with C & S Sweeping Services, Inc. to provide street sweeping services in the amount of \$1,800 plus fuel surcharges per eight weeks scheduled to begin October 1, 2014 and end June 30, 2014.

Public Works Manager Mosbrucker

- The Town street sweeping service has historically been performed by Town employees since the Town's inception. In preparation for budget year FY 2014/15, town staff performed a cost and benefit analysis comparisons: Using in-house staff and resources vs. outsourcing. The analysis identified a cost savings benefit by outsourcing, through an intergovernmental cooperative purchasing agreement (ICPA) with Maricopa County. Additionally, the analysis determined that by outsourcing the street sweeping service, the Town streets will be swept more routinely than the limited Town staff can perform. Town will dispose of one street sweeper that is no longer cost effective to own and maintain due to escalating maintenance and repair costs and requiring a special driver class designation to operate. The Town will retain ownership of one of the two currently owned street sweepers that is cost effective to maintain and does not require a special license to operate. It will be used as a backup resource in the event of storms, special sweeps, or future potential contract increases.
- In budget discussions between staff and council, the following information was disseminated: The current in-house cost to operate the street sweeping services is approx. \$18,000 per year. The outsource cost to operate will be \$10,800 - \$12,400 per year, dependent on fuel surcharges. The annual savings will be approx. \$ 5,600 -

\$7,200. After the first year of outsourcing this service, the Town will have a more accurate cost of the outsourced service and savings benefit.

Mayor LeVault

- The street sweeper was purchased through a grant. We need written approval to sell. The payback is 95% back to MAG and 5% to the Town.

Public Works Manager Mosbrucker

- That is correct Mayor.

Councilmember Chittenden

- Will we keep one for in case of a storm that Public Works can operate?

Public Works Manager Mosbrucker

- That is correct.

Councilmember Johnson

- This will begin October 1, 2014?

Public Works Manager Mosbrucker

- That is correct.

Motion made to approve Intergovernmental Cooperative Purchasing Agreement through Maricopa County, contracting with C & S Sweeping Services, Inc. to provide street sweeping services in the amount of \$1,800 plus fuel surcharges per eight weeks scheduled to begin October 1, 2014 and end June 30, 2015. – Councilmember Miller  
Second – Councilmember Mello  
Motion passed unanimously on a voice vote.

8. Call for Executive Session

No call was made.

9. Future Agenda & Meetings:

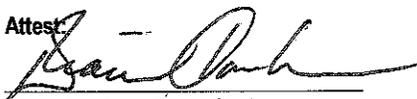
- A. There may be discussion of whether to place an item on a future agenda and the date, but not the merits of the item.
- B. Announcement of next Regular Council Meeting: Thursday, September 18, 2014 at 7:00 p.m.

Motion to adjourn: Councilmember Johnson  
Second – Vice Mayor Duran  
Meeting Adjourned 8:53 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Town Clerk

Minutes approved at September 18, 2014 regular meeting.