



MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ
THURSDAY, JULY 2, 2015, TOWN CLUBHOUSE SQUARE, 12033 CLUBHOUSE SQUARE

1. **Call to Order:** Mayor LeVault at 7:38 p.m.
2. **Roll Call:** Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Judy Johnson and June Miller.
Staff present: Town Manager Jeanne Blackman, Town Attorney Trish Stuhan, Chief Financial Officer James Alcantar, Community Development Manager Gregory Arrington, Town Engineer Anderson, Public Safety Manager Mike Kessler, and Town Clerk Stacy Anderson.
3. **Pledge of Allegiance and Invocation:** The Pledge was led by Mayor LeVault and the Invocation was given by Vice Mayor Duran.
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:**
There were no communications from the Council.
 - B. **Communications from Staff:**
Town Manager Blackman (staff report attached)
 - There is a lot going on in Town Hall with the end of the fiscal year.
 - I would like to congratulate Mayor LeVault with the passing of the gavel after his leadership in the Maricopa Association of Governments (MAG). We are proud of you and I just wanted to thank you for your leadership.
 - The signage has been installed on the buildings in the Town Hall Campus area. Thank you to Fast Signs, Public Works and Community Development for the design, printing and installation. This is just a small snippet of things to come.
5. **Response to Call to the Community:**
There was no response to call to the community.
6. **Citizen Comments/Appearance from the Floor:**
There were no citizen comments.
7. **Consent Agenda:**
 - A. **Approval of Minutes:** Regular Meeting Minutes for June 18, 2015 and the Special Meeting Minutes for June 29, 2015.
Motion – Councilmember Johnson
Second – Councilmember Chittenden
Motion passed unanimously with a voice vote.
8. **Business**
 - A. **Discussion and/or Action Re:** Approval of Change Order #3, Contract # 10-1777 between the Town and NFra, Inc. for the Post Design Services during construction of the Peoria Avenue Straightening and Bike Path Project (G. Anderson)
Town Engineer Anderson
 - It is with great pleasure that I present to Council the last contract that you will have to approve for the construction of the Peoria Avenue Straightening and Bike Path Project.
 - This contract before you is with NFra, Inc. for Change Order #3. This contract will be for the post-design services. Post design services are used during construction phase when the contractor may have questions of the drawings and specifications. They will go to the original designer for answers versus the Project Manager, which is the Arizona Department of Transportation (ADOT). It always works out better if the designer is involved and gives interpretations of the design appropriately.
 - The contract amount is \$10,606 with the local fund match of \$604.54. The contract is a time and materials contract. If the contractor does not require their services, they will not charge the Town.
 - ADOT has just announced the schedule for the bidding of the construction portion of the project. The bids are due on August 14th at 11:00 a.m. After the bids have been processed they then move to the State Board for approval. Construction would then start mid or late September. ADOT has assigned 170 days for the construction activities, which is approximately six months. Then there is a 90 day warranty period after that. The landscaping will then be installed in conjunction with the project.
 - The project is moving down the track and is on the schedule that the Town and ADOT agreed upon.

- ADOT requires the Town to pay 5.7% of the total contract amount for Nfra, Inc.'s services. The Town has already paid the fees associated with Change Order #3 when the matching funds were paid to ADOT to administer the whole construction contract. The Town will be required, by invoices submitted by Nfra, Inc., to seek reimbursement from ADOT; as has been done with all the Design Services to date.

Councilmember Chittenden

- We have no control in choosing the contractor and is all done through ADOT?

Town Engineer Anderson

- ADOT has determined that the smaller communities do not have the staff resources to provide for the necessary expertise. ADOT will take charge of the project from start to completion.

Councilmember Miller

- Do you know approximately how much this will cost ADOT?

Town Engineer Anderson

- This project is all funded with Federal money and will not cost ADOT anything. The project is approximately \$700,000.

Motion – Councilmember Miller

Second – Vice Mayor Duran

Motion passed unanimously with a voice vote

B. Discussion and/or Action Re: Approval of Option C for the Council Chambers Remodel (Mosbrucker/Arrington)

Community Development Manager Arrington

- What you have in front of you is the overall budget summary for Option C for the Council Chambers Remodel Project. You will be approving the \$50,000 budget tonight and in future meetings we will bring forth specific color swatches and materials (see attached budget summary).
- The plan is to have the construction document completed by Monday of next week. Construction is scheduled to begin on July 27th. Staff will be bringing swatches and color pallets for the Council to look at the July 16th meeting.
- The project will go out to bid next week and sealed bids are due around the 18th of July. The bid opening will be commence, a contractor will be selected and the contract will be brought back to Council for approval.

Councilmember Johnson

- I think that it is necessary to include the new microphones for staff in this cost estimate. Staff should not have to pass the microphones amongst themselves or have equipment that works poorly.

Community Development Manager Arrington

- The seven microphones that are on the budget summary are wireless microphones for the Council (line item #3) and the staff have microphones budgeted in line item #4.

Public Works Manager Mosbrucker

- The seven microphones listed on line item #4 are for staff (6) and the podium (1).

Vice Mayor Duran

- Will you replace the audience chairs as well?

Community Development Manager Arrington

- We will reupholster 50 chairs for the audience.

Councilmember Miller

- My concern is that there are normally eight staff members at the Council Meeting. Why don't you bump the number of new microphones to nine so that you don't have to share?

Public Works Manager Mosbrucker

- We will look into pricing the additional two microphones and if it falls within our budget we will certainly add them.

Motion – Councilmember Miller

Second – Councilmember Johnson

Motion passed unanimously with a voice vote

C. Discussion and/or Action Re: Interviews of candidates for the Youngtown Town Council vacancy (LeVault)

Mayor LeVault

- Each candidate will have an opportunity for a three minute opening statement and then we will open the questions up to the Council. Each candidate will be interviewed alphabetically according to their last name. The order for interviews will be as follows: Osberto Morales, Charles Vickers and Valleri Wilson.

Each candidate was asked questions by the Mayor and Councilmembers. The candidate's answers were used to assist the Mayor and Councilmembers in their decision for appointment.

Motion to nominate Charles Vickers to the vacant Council Seat expiring on December 31, 2016 – Councilmember Miller

Second – Vice Mayor Duran

Motion passed with a roll call vote – four (4) yes votes, two (2) no votes and zero (0) abstention votes

9. **Call for Executive Session:**

No call was made.

10. **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 Regular Council Meeting on July 16, 2015 at 5:00 p.m.

Motion to adjourn: Councilmember Mello

Second – Councilmember Johnson

Meeting Adjourned 9:13 p.m.



Michael LeVault, Mayor

Attest:



Stacy Anderson, Town Clerk

Minutes approved at July 16, 2015 regular meeting.