



**MINUTES OF THE REGULAR TELEPHONIC
MEETING COMMON COUNCIL OF YOUNGTOWN, AZ
12033 N. CLUBHOUSE SQUARE, TOWN COUNCIL CHAMBERS
THURSDAY, April 16, 2020 at 5:30 P.M.**

1. **Call to Order:** Mayor LeVault called the meeting to order at 5:31 p.m.
2. **Roll Call:** Council present telephonically: Mayor Michael LeVault, Vice Mayor Chuck Vickers, Council Members Margaret Chittenden, June Miller, Susan Hout, Karen Haney Duncan and Jack Duran.

Mayor Michael LeVault noted that a quorum is established for transacting business.

Staff present telephonically: Town Manager Jeanne Blackman, Town Attorney Trish Stuhan, Community Development Manager Gregory Arrington, Public Works Manager Marty Mosbrucker, and Town Clerk Nicole Smart.

1. **Pledge of Allegiance and Invocation:** Mayor Michael LeVault led the Pledge and Councilmember Duran gave the Invocation.

2. **Summary of Current Events:**

- A. Summary of Current Events from Mayor and Council.

Mayor Michael LeVault stated he has been on conference calls with the State and Federal Government regarding what is going on with the Covid-19. This situation is very fluid, it changes from day to day.

President Trump announced today, that basically they are leaving it up to the local governments to make decisions in regards to their State, as they are closest to what is going on in their State. In the State of Arizona, they need to go through certain gates that states and local jurisdictions have to go through before they can start opening up the economy again. They have to meet certain criteria regarding the number of people that are infected and if that number is rising as well as the number of deaths.

Mayor LeVault stated you can go know to the Arizona Department of Health website, and look at the numbers of reported cases by zip codes. In Youngtown it was showing a number between 1 to 5 of people that are infected here in Youngtown. In El Mirage they have 16, Sun City was at 23, Litchfield Park was at 11, Peoria and Glendale are hotspots.

The fiscal impact on States, Counties, Cities and Towns is going to be profound, as we had our economy shut down for a month now, and no one is really sure when we will reopen the economy.

The Mayor was on a call with the Governor's office and they are asking the Arizona Department of Revenue to do an assessment in the decline in revenues and what the projections might be. We will be using the model of a 25 percent reduction on next fiscal

year's budget; however, this is an assumption that may be too high or too low, we just don't know that at the moment. This is something, we will be keeping an eye on, for this fiscal year which ends June 30th, and the next fiscal (which we are working on at the moment) which begins on July 1st.

Mayor LeVault thanked the staff for all their hard work doing split shift, and Maricopa County Sheriff's Office, and Sun City Fire & Medical District for all their hard work during this pandemic outbreak.

Council if you have any questions, please feel free to contact the Mayor for further discussion.

Councilmember June Miller would like to thank Captain Frank McWilliams for arranging for her to do a ride along with Deputy Ray, and to make sure he passes that along to Deputy Ray that she enjoyed the ride along with him.

Councilmember Margaret Chittenden mentioned that the Dog Park will hold a teleconference meeting on April 15th at 11:00 a.m.

Public Works Manager Marty Mosbrucker mentioned that the basketball court at Uribe Park has been resurfaced.

Councilmembers June Miller and Karen Haney Duncan requested a copy of the Hazardous Material flyer.

Town Manager Blackman stated that a copy of the flyer will be put in all of the councilmember's mailboxes in Town Hall.

B. Summary of Current Events from Town Manager

Town Manager Jeanne Blackman received a thank you card from Tim Ayres, for all the hard that the Youngtown Mayor, Council and staff are doing.

Town Manager Jeanne Blackman mentioned business continues to move forward at Town Hall as staff continues to work a split shift. Also, additional signage has been placed at all the parks to remind residents of the social distancing requirements.

Town Manager Jeanne Blackman mentioned the budget preparations are underway, and an email with the dates have been provided to Council and staff.

Town Manager Jeanne Blackman mentioned the sidewalks are moving along, and they have started around Maricopa Lake, and Caliche Park.

Councilmember Hout asked if the Town has put out posting in regards to the Hazardous Waste Material pickup.

Town Clerk Nicole Smart mentioned that the Town has posted on the Town Website, Facebook, kiosks, and on our digital signage.

3. Staff Reports:

A. Library: No formal report was given.

B. Public Works: No formal report was given.

- C. **Community Development:** No formal report was given.
- D. **Finance:** No formal report was given.
- E. **Town Clerk:** No formal report was given.
- F. **Municipal Court:** No formal report was given.

4. **Response to Call to the Community:** No response to Call to the Community.

5. **Citizens Comments/Appearances from the Floor:** Citizen Liz Sloan was happy to hear that she was able to attend the council meeting through teleconference. Ms. Sloan mentioned she was looking at the Youngtown website, and saw that we were having a teleconference meeting.

Mayor LeVault stated that the meeting notices are posted on the Town website, crier boards. He mentioned the Town did have a newspaper, however, we hope to reinstate the newspaper in the near future, once we find a printing company to print it for the Town.

6. **Consent**

A. Approval of the regular meeting minutes of **April 2, 2020.**

Motion to approve the Consent Agenda – Councilmember Chittenden
Second – Councilmember Hout

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

7. **Business**

A. **Presentation and/or Discussion Re:** Sun City Fire and Medical District (SCFD) Report, which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services.

Fire Chief Rod Deadman was in attendance to present the Sun City Fire and Medical District (SCFD) Report, which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services, and answer questions from Council.

- Fire Chief Rod Deadman reviewed the Sun City Fire and Medical District reports for March 2020. We were very active in the Town of Youngtown prior to the Covid-19, doing business inspections, however, since the lock down we have not been as active.
- Fire Chief Rod Deadman stated that there is one person who has been exposed and tested for Covid-19, one person is being quarantined, and the other one is in the process of getting tested from exposure from patients. Fire Chief Deadman asked to keep their people in our prayers.
- Mayor LeVault thanked the first responders and wished them to stay well and be safe.

B. **Presentation and/or Discussion Re:** Maricopa County Sheriff's Office (MCSO) Report, which may include discussion of crime statistics, specific crimes including traffic violations, thefts, violent crimes, trespass and issues with homelessness, crime prevention, MCSO staffing levels, community needs, and response times.

Captain Frank McWilliams was in attendance to present the Maricopa County Sheriff's Office (MCSO) Report, which may include discussion of crime statistics, specific crimes including traffic violations, thefts, violent crimes, trespass and issues with homelessness, crime prevention, MCSO staffing levels, community needs, and response times, and answer questions from Council.

- Captain McWilliams reviewed the Maricopa County Sheriff's Office (MCSO) reports for January 2020. He mentioned at the last council meeting, he was asked what was the average time to answer a call, and that average is two minutes.
- Discussion followed including the January 2020 report, and how much traffic there is in the alleys in the middle of the night, and the drugs issues in the Town.
- Councilmember Chittenden would like to say thank you to Captain Frank McWilliams for keeping his deputies safe, and going by the Dog Park.
- Resident Mercy Vickers asked if there were an increase in violence since the lockdown of the Covid19.
- Captain McWilliams mentioned there has been an increase in domestic violence and mental issues.
- Mayor Michael LeVault asked if there is an issue in regards to the homelessness.
- Captain McWilliams mentioned they are still trying to do the outreach with the homeless people.
- Mayor Michael LeVault mentioned for MCSO to keeps his deputies safe.

C. Presentation, Discussion and/or Action Re: Request to approve a renewal contract with Landcare Unlimited, LLC, for landscape maintenance services within the public parks of the Town of Youngtown, in the amount of \$2,885 per month (\$34,620 annual) to begin on July 1, 2020 and end on June 30, 2021.

Public Works Manager, Marty Mosbrucker was in attendance to present the renewal contract with Landcare Unlimited, LLC for landscape maintenance within the public parks of the Town of Youngtown, and answer questions from Council.

Public Works Manager, Marty Mosbrucker recommends council approval of a renewal contract with Landcare Unlimited, LLC, for landscape maintenance services within the public parks of the Town of Youngtown, in the amount of \$2,885 per month (\$34,620 annual) to begin on July 1, 2020 and end on June 30, 2021.

Public Works Manager, Marty Mosbrucker mentioned the community benefit from the Town landscape maintenance services have been outsourced since April, 2008. The current landscape maintenance contract with Landcare Unlimited, LLC. expires June 30, 2020. The terms of the current contract allow the Town to award a one (1) year contract with an option to renew for up to two (2) additional one (1) year terms. Staff is requesting to renew the contract for a one (1) year term to become effective July 1, 2020 and expire June 30, 2021.

Public Works Manager, Marty Mosbrucker mentioned the Landcare Unlimited, LLC. has provided satisfactory landscape maintenance service to the Town. Town Staff believes it would be of great benefit to the Town to proceed with a one (1) year renewal contract with Landcare Unlimited LLC.

Public Works Manager, Marty Mosbrucker mentioned the fiscal impact for the year 2020-2021 will be \$34,620.

Vice Mayor Vickers asked if we can lock them at this price for the next two years.

Public Works Manager stated that the process is they go out to bid, and they have one-year contract.

Councilmember June Miller asked Public Works Manager Mosbrucker if he was satisfied with the work provided by Landcare.

Public works Manager Marty Mosbrucker stated that he was satisfied with Landcare.

Councilmember Margaret Chittenden mentioned that she has noticed that Landcare is doing a great job around the Town.

Motion to approve a renewal contract with Landcare Unlimited, LLC for landscape maintenance services within the public parks of the Town of Youngtown. in the amount of \$2,885 per month (\$34,620 annual) to begin on July 1, 2020 and end on June 30, 2021.

Councilmember Miller

Second – Vice Mayor Vickers

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

- D. Presentation, Discussion and/or Action Re:** Approval of an agreement with ACE Asphalt of Arizona, Inc., for the Street Resurfacing Project. Public Works Manager, Marty Mosbrucker was in attendance to present an agreement with ACE Asphalt of Arizona, Inc., for the Street Resurfacing Project, and answer questions from Council.

Public Works Manager, Marty Mosbrucker recommends Council for approval of a contract between the Town of Youngtown and Ace Asphalt of Arizona Inc., to provide asphalt resurfacing.

Public Works Manager, Marty Mosbrucker mentioned the community benefit of the asphalt resurfacing will extend the life of the streets, negating the need for extensive and often cost prohibitive milling/overlay or removal/replacement. Aesthetic value is an additional benefit as the pavement receives a new wearing surface of uniform color and texture, potentially increasing property values and Town marketing potential.

Public Works Manager, Marty Mosbrucker mentioned, the Town advertised for a street resurfacing project pursuant to a request for bids with a due date of March 25, 2020 at 1:00 p.m., local time. Immediately after the due date/time, the bids were opened and the results were as follows:

- Lincoln Construction: \$325,421.00
- Ace Asphalt of Arizona, Inc.: \$166,499.00
- VSS International: \$261,000.00

Public Works Manager, Marty Mosbrucker mentioned the fiscal impact for the year 2019-2020 will be \$166,499.00.

Mayor Michael LeVault asked why is there such a vast difference between the contractors' pricing.

Public Works Manager Marty Mosbrucker stated that a lot of contractors are bidding high on bids, because there are a lot of jobs out in Arizona for contractors to bid on.

Councilmember Karen Haney Duncan asked prior to the contractor beginning the slurry seal in the alleys, will they pick up any trash.

Public Works Manager Marty Mosbrucker stated that the contractor will pick up any trash, prior to the slurry seal of the alleys.

Councilmember Margaret Chittenden stated that the Town's alleys look great. Councilmember Chittenden asked why is there always water on the south part of Sunview, and if it is possible to put a drain there to solve the issue

Public Works Manager Mosbrucker stated it is possible to put in a valley gutter that would run across the street on an angle to the storm drain in that area.

Vice Mayor Vickers asked if the Town used Ace Asphalt before, and can have a multi-year contract with that contractor.

Public Works Manager Mosbrucker stated that we have used Ace Asphalt last year, and the year before, however, we can't do a multi-year's contract with the contractor as the scope of work changes every year.

Motion to approve an agreement with ACE Asphalt of Arizona, Inc., for the Street Resurfacing Project.

*Vice Mayor Vickers
Second – Councilmember Miller*

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

E. Presentation, Discussion and/or Action Re: Approval of a contract with Lex Anderson as Municipal Judge for the Town of Youngtown for a two (2) year term to begin on July 1, 2020.

Town Manager, Jeanne Blackman was in attendance to present a contract with Lex Anderson as Municipal Judge for the Town of Youngtown for a two (2) year term to begin on July 1, 2020, and answer questions from Council.

Town Manager, Jeanne Blackman stated that the contract for the Judge, \$20,400 per year.

Motion to approve a contract with Lex Anderson as Municipal Judge for the Town of Youngtown for a two (2) year term to begin on July 1, 2020.

*Vice Mayor Vickers
Second – Councilmember Hout*

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

- F. Presentation, Discussion and/or Action Re:** Approval of Amendment No. 1 to the Intergovernmental Agreement between Maricopa County Administered by its Human Services Department and the Town of Youngtown dated November 1, 2019.

Community Development Manager, Gregory Arrington was in attendance to present an Amendment No. 1 to the Intergovernmental Agreement between Maricopa County Administered by its Human Services Department and the Town of Youngtown dated November 1, 2019, and answer questions from Council.

Community Development Manager, Gregory Arrington, stated that the Town has made a concerted effort to create a safe and walkable community for its residents. The lack of sidewalks throughout the Town poses a major safety challenge (particularly at night) for our citizens.

Youngtown has received grants in the amount of \$500,000.00 (Phase I) and a second grant of \$375,000.00 (Phase II) from the Community Development Block Grant Program. The Town requested and received approval from the Community Development Advisory Committee (CDAC) to combine the two phases of the projects.

The proposed amendment (No. 1) to the Intergovernmental Agreement between the Town of Youngtown and Maricopa County Human Services Department shall revise the Work Statement language located in Paragraph 2 Project Description (Scope of Work) to read:

*The Subrecipient shall construct approximately **3,000** linear feet of 4-foot wide concrete sidewalks in Youngtown, AZ. The engineering design and installation of the work shall meet MAG Standards and locally adopted codes:*

Staff is therefore recommending approval of Amendment No. 1 as stated above to Contract No. C-22-20-013-3-01.

Community Development Manager, Gregory Arrington stated the fiscal impact would be \$500,000 of available HURF funds to cover the remaining portion of the project cost for phase 1 and 2 completion.

Councilmember Margaret Chittenden mentioned that her neighbors are very pleased with the contractors on Jersey Avenue, and thanked Barry and Gregory.

Councilmember June Miller asked if the amendment number 1, includes everything up to Greer Avenue.

Community Development Manager Arrington stated that is correct, and we will be applying for funding again in the Fall.

Motion to approve an Amendment No. 1 to the Intergovernmental Agreement between Maricopa County Administered by its Human Services Department and the Town of Youngtown dated November 1, 2019.

Councilmember Chittenden
Second – Councilmember Duran

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

- G. Presentation, Discussion and/or Action Re:** Approval of Amendment No. 2 to the Intergovernmental Agreement between Maricopa County Administered by its Human Services Department and the Town of Youngtown dated December 6, 2017.

Community Development Manager, Gregory Arrington was in attendance to present an Amendment No. 2 to the Intergovernmental Agreement between Maricopa County Administered by its Human Services Department and the Town of Youngtown dated December 6, 2017, and answer questions from Council.

Community Development Manager, Gregory Arrington stated *the Town has made a concerted effort to create a safe and walkable community for its residents. The lack of sidewalks throughout the Town poses a major safety challenge (particularly at night) for our citizens.*

Youngtown has received grants in the amount of \$500,000.00 (Phase I) and a second grant of \$375,000.00 (Phase II) from the Community Development Block Grant Program. The Town requested and received approval from the Community Development Advisory Committee (CDAC) to combine the two phases of the projects.

The proposed amendment (No. 2) to the Intergovernmental Agreement between the Town of Youngtown and Maricopa County Human Services Department will revise the following to read:

- i. Extend the Agreement term from April 31, 2020, to July 31, 2020.
- ii. Reduce the linear feet of sidewalks to be installed from 48,600 to 17,000.
- iii. Remove Section III (Work Statement) in its entirety and replace it with the attached revised Work Statement.

Staff is therefore recommending approval of Amendment No. 2 as stated above to Contract No. C-22-20-013-3-02.

Community Development Manager, Gregory Arrington, stated the fiscal impact will be \$500,000 between both phases to cover the reduced scope of the project will be covered by available HURF funds. Remainder of the project will be done in additional phases until the project is complete.

Motion to approve an Amendment No. 2 to the Intergovernmental Agreement between Maricopa County Administered by its Human Services Department and the Town of Youngtown dated December 6, 2017.

Vice Mayor Vickers

Second – Councilmember Hout

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

8. Call to Executive Session: No Call to Executive Session.

9. Future Agenda & Meetings

A. Future Agenda Items – None.

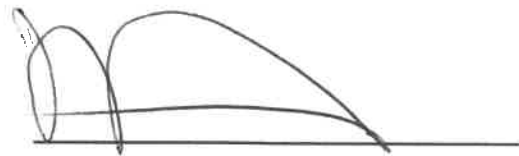
B. The next Regular Council Meeting will be held on **Thursday, May 7, 2020 beginning at 5:30 p.m.**

Adjournment

Motion to Adjourn – Vice Mayor Vickers

Seconded – Councilmember Miller

Meeting Adjourned 6:54 p.m.

A handwritten signature in black ink, appearing to read "Michael LeVault", written over a horizontal line.

Michael LeVault, Mayor

Attest:

A handwritten signature in blue ink, appearing to read "Nicole Smart", written over a horizontal line.

Nicole Smart, Town Clerk

Minutes approved at the May 7, 2020 regular meeting