

**TOWN OF KEARNY
REGULAR MEETING MINUTES**

**A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF KEARNY, ARIZONA,
AT THE KEARNY TOWN HALL LOCATED AT 912-C TILBURY DRIVE ON
MONDAY, APRIL 20, 2020, AT 7:00 P.M.**

COUNCILMEMBERS PRESENT

Mayor	Debra Sommers
Vice Mayor	Daniel Radcliffe
Councilmember	Rose Bradford
Councilmember	Nancy Hinojos (telephonically)
Councilmember	Rudy Flores
Councilmember	Samantha Misita
Councilmember	Sheila Stephenson

TOWN STAFF PRESENT

Town Manager	Anna Flores
Town Clerk	Martina Burnam
Town Attorney	Stephen Cooper

VISITORS PRESENT Jeff McCormick

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Sommers called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

INVOCATION

Invocation was voiced by Town Manager Anna Flores.

ROLL CALL

Mayor Debra Sommers requested Town Clerk, Martina Burnam, to call the roll. Quorum was present.

APPROVAL OF MINUTES

Special Meeting March 23, 2020

Motion by Councilmember Bradford **second** by Councilmember Stephenson to approve the Special Meeting minutes for March 23, 2020. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rose Bradford, Rudy Flores, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

EXECUTIVE SESSION

- A. Executive Session Pursuant to A.R.S. Section 38-431.03(A)(1), (2), (3) and (4) for Possible Interviews and/or Discussion of Employment of Town Manager, Including Possible Discussions of the Following:

1. Interviews and Contract Negotiations; or

2. Possible Discussion and Employment of Town Manager; or

No Council Action to Appoint, Employ or Set Salary of Town Manager Candidate will be Taken in Executive Session on Above Matters.

- B. Legal Advice (if requested by Town Council) with Town Attorney on Item A above.

Motion by Vice Mayor Radcliffe, **second** by Councilmember Stephenson to Begin Executive Session for 20 minutes beginning 7:02 PM. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rudy Flores, Rose Bradford, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

APPOINTMENT OF TOWN MANAGER, JEFF MCCORMICK AND SETTING SALARY, STARTING ON MAY 4 2020.

Kearny Town Code Section 3-1-1 B states, “There are hereby created the offices of town clerk, town manager, chief of police, town engineer, town attorney, town magistrate and town fire chief, who shall be appointed by the Council, and who shall serve at the pleasure of the Council.

Jeff McCormick will be appointed by the Town Council as the Town Manager, along with setting, starting tentatively on May 4, 2020. Salary offered to be set at \$70,000.

Motion by Councilmember Stephenson, **second** by Councilmember Misita to appoint Jeff McCormick as Town Manager, set salary at \$70,000 with a tentative start date of May 4, 2020. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rudy Flores, Rose Bradford, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

RESOLUTION ADOPTING A FAIR HOUSING PROGRAM.

April is Fair Housing Month and in order to comply with the Arizona Department of Housing program requirements, the Council needs to consider adopting a Fair Housing resolution. The Town is required to annually consider this type of resolution which outlines the requirements of federal law and regulations in conjunction with housing in the community.

Once the Council considers the resolution, copies will be sent to the real estate and banking interests, a notice will be placed in the local newspaper and copies will be posted at the Town Hall and the Library. Also, Fair Housing brochures will be available at certain public locations.

It is recommended the Council adopt the attached resolution in support of Fair Housing.

Motion by Councilmember Bradford, **second** by Vice Mayor Radcliffe to approve and adopt Resolution 20-01 Fair Housing Program, A Resolution of the Mayor and Town Council of the Town of Kearny, Arizona, Adopting a Fair Housing Policy, Making Known its Commitment to the Principle of Fair Housing, and Describing Actions it Shall Undertake to Affirmatively Further Fair Housing. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rudy Flores, Rose Bradford, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

POSSIBLE DISCUSSION AND POSSIBLE APPROVAL OF CONTRACT FOR GRANT WRITING SERVICES FROM ASARCO, FOR FUNDING TOWN OF KEARNY'S AMBULANCE

A contract for grant writing services between Carolyn Owens, Grant Writing Consultant and the Town of Kearny made possible by ASARCO for \$10,000 to help fund the Town of Kearny's Ambulance Service.

The contract is to conduct a one-time prospect search to identify prospective funders for the Town of Kearny's ambulance service. An updated prospect list will be compiled and provided not later than one month after the contract has begun. An estimate 8 hours maximum will be spent on this activity. A scope of work will be created for each grant to be written and approved prior to work commencing. The consultant will attend meetings by phone to complete projects, if necessary.

The one-time prospect search will be invoiced at \$75 an hour, for an estimate of 8 hours to complete or \$600. Each scope of work approved prior to work will be an hourly rate of \$95 per hour for all grant writing. Applications vary widely but average 4 hours to complete. State and federal requests average 15 hours. Costs will not exceed the agreed upon amount in each Scope of Work. The total budget for prospect search and grant writing is \$10,000

It is recommended to approve the grant services contract between Carolyn Owens and the Town of Kearny, made possible by ASARCO to fund the Town of Kearny's Ambulance Service.

Councilmember Misita asked if the notices sent out about the Ambulance services have improved the calls and revenue. Town Manager Flores stated it has improved the calls and also overtime has improved as well.

Motion by Councilmember Stephenson, **second** by Councilmember Misita to approve the Contract for Grant Writing Services from ASARCO, for funding Town of Kearny's Ambulance. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rudy Flores, Rose Bradford, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

INFORMATIONAL ITEMS:

Town Manager Flores would like to thank Vice Mayor Radcliffe for his hard work at the airport. Due to the suspension of the inmate program and down two full time public works laborers, the brush had overgrown around the airport. Vice Mayor Radcliffe landscaped the area and it is looking great.


REPORTS

Motion by Councilmember Bradford, **second** by Vice Mayor Radcliffe to Approve the Reports. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rudy Flores, Rose Bradford, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

ADJOURNMENT

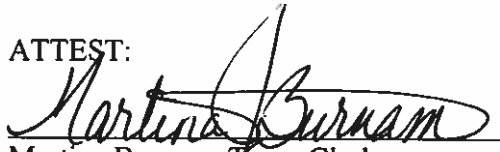
Motion by Councilmember Bradford **second** by Councilmember Misita to adjourn the Regular Meeting. **Vote** – Mayor Debra Sommers, Vice Mayor Daniel Radcliffe, Councilmembers Samantha Misita, Rudy Flores, Nancy Hinojos and Sheila Stephenson all voted in favor of the motion. **MOTION PASSED.**

Meeting was adjourned at 7:30 p.m.


Debra Sommers, Mayor


Anna Flores, Town Manager

ATTEST:


Martina Burnam, Town Clerk