

**FREDONIA TOWN COUNCIL PUBLIC AND REGULAR MEETING**  
**September 19, 2023**  
**25 N. Main St, Fredonia AZ, 86022**  
**6:30 pm**

Pursuant to ARS 38-431.01, notice is hereby given to members of the Fredonia Town Council and the Public that a Public and Regular Meeting will be held on September 19, 2023, at 6:30 p.m.

Public Meeting

Call to Order- 6:33 pm Mayor Riddle called the meeting to order

Roll call-

*Councilor Ballard*  
*Councilor Banks*  
*Mayor Christy Riddle*  
*Councilor Johnson*

A. Discussion- New Fee Schedule

Alicia McCormick asked for the details on what the break-down is for the \$300 admin fee for the newly proposed water and sewer hook up fees - \$300 for water and \$200 for sewer respectively.

Councilor Ballard explained that the total rate hike was due to breaking even on the installs as the rates have not increased over the past ten plus years yet the labor and materials have. The head of Public Works, Skyler Palmer, was called on speaker phone and explained that while he was not clear on what the admin fee break-down was, the total dollar amount of \$2000 for water hook up and \$1500 for sewer hook up is at the bare break even point. Discussion was made to move the admin fees into the overhead fee but this became a matter of semantics as the total amount is credited to the Public Works GL line, regardless of how the fees are broken out.

Alicia McCormick wanted to point out that any resolution or ordinance is passed has a 30 day grace period before it goes into effect; ie, the water and sewer hook-up fees and hydrant meter rental fees and water charges for the use of the hydrant meter can not go into effect until 30 days after the resolution is passed. After reviewing the ordinance all agreed this to be the case.

Adjourn- 7:03 pm motion to adjourn by Mayor Riddle

## Regular Meeting

Call to Order – 7:03 pm Mayor Riddle called the meeting to order

Roll Call-

*Councilor Ballard  
Councilor Banks  
Mayor Christy Riddle  
Councilor Johnson*

Invocation - Mayor Riddle  
Pledge of Allegiance- All in Attendance

Public Comment (*The council shall not discuss or take legal action on matters unless the Matters are properly noticed*)

Alicia McCormick asked to confirm:

- 1) Which resolution was passed to show the \$25.00 late fee if the utility bill is paid after the 20th of each month
- 2) Would like to combine her accounts into one bill

A. Consent Items: (The following items may be approved by a single motion, unless a member of the Town Council requests that any item be considered separately and acted upon accordingly. Each item considered separately may be approved by motion of the Council as though originally listed as an action item)

1. Agenda for September 19, 2023
2. Minutes from August 24, 2023 Special Meeting and September 5, 2023 regular meeting
3. Payment Register

Motion to approve all consent items by Councilor Ballard and seconded by Councilor Johnson.  
All in Favor.

B. Reports (*The council shall not discuss or take legal action on matters unless the matters are properly noticed*)

1. Mayor - none
2. Department Heads
  - a. Councilor Ballard asked Town Manager Goodall to follow up with Public Works, Skyler Palmer, to ensure that the Lacorti house has gravel added to the side of the road on 2nd West. Reminder the gravel is free from ADOT and also to see if signage can be added to remind people that the road is not a through street and no large vehicles should enter as there is no turn around area.

- b. As Kurt Henrie gave immediate notice regarding his employment at the roll-off yard, Town Manager will work with Skyler Palmer from Public Works to find a replacement
- 3. Town Clerk/Interim Town Manager
  - a. Councilor Ballard commented that he was glad that the Town Office would be receiving a UPS drop box.
  - b. Budget report was reviewed and the Mayor commented that the city and state sales tax should be at 17% of total expected revenue by now but it shows at only 2.6%. Question asked if the revenue was credited to a different line item or where the discrepancy was. Town Manager Goodall will follow up with the accountant. The capital expense for the new mower was charged to building and grounds and the Mayor wondered if it was supposed to be expensed under parks and rec.- Town Manager Goodall to work with the accountant.

### C. Action Items

- 1. Discussion and possible action- Resolution 2023-013; Adoption of new fee schedule dated September 19, 2023

Councilman Ballard said that there was no need to move the fee from admin as long as the total stays the same and Public Works gets the credit for the entire amount.

*Mayor Riddle made a motion to approve Resolution 2023-0013 which was seconded by Councilman Ballard.*

*Councilman Ballard, Councilman Johnson and Mayor Riddle - Aye. Councilman Banks - Nay. Motion passes.*

- 2. Discussion and possible action-Piute Drive Easement (old Hunt property-Church).

Councilman Ballard shared that:

- a) They also will need to get approval from their Board of Directors to realign the property lines in order for the recommended plan of the easement.
- b) Bistline house (old Ross Hunt home) will also need to realign property lines to enable to recommendation of the easement.

*Mayor Riddle made a motion to approve the invoice for \$900 with a talk to Ross Hunt and Board of Directors to approve and move forward and the fee will come out of the contingency fund, Councilman Banks seconded the motion. All in Favor.*

- 3. Discussion and possible action - Review the credit card policy in conjunction with the accountants concern for past spending.

There is a need to develop a procurement and purchasing policy and a per diem policy. Including but not limited to ensuring on the per diem policy that anything over permitted amount

will be paid back via paycheck debit. Resident suggested that the police have one shared card that is only used for travel vs individual cards. Mayor Riddle suggested that an Amazon Business Account get set up for all Departments to share which will allow for better internal controls, less credit card usage and easy report access.

*Mayor Riddle said no additional discussion on credit card policy but there is a need for a per diem policy and a purchasing/procurement policy.*

4. Discussion and possible action-. Resolution 2023-014; Building in Shiprock Subdivision

Councilor Ballard was concerned with the underlying comments in the Resolution that Shiprock was not a fully compliant subdivision.

*Mayor Riddle makes a motion to approve Resolution 2023-014 with the removal of the the following in the 3rd paragraph (in not being presented as a fully complaint subdivision,) and the sentence (“It is an effort at moving forward from the failures of the original developers and allowing popper construction on a level lower than a full subdivision.”) in the 4th paragraph, Section 2. Councilor Ballard seconded the motion. All in Favor.*

5. Discussion and Possible action-
  - 1)

#### D. Discussion

1. Update on the Sewer Project- Councilor Ballard wants to know where we are with obtaining all of the signatures. Concern raised by Councilor Johnson as to what the timeframe is of the Grant and can we get an extension of the Grant if needed. Town Manager confirmed that the original plan was to go out to bid Fall 2023. She will also check to see what the deadlines for the grant are.
  2. Councilor Banks shared his conversation with Nina Nash wanting to set up a program to use the arena for young adults to participate in horse clinics. Mayor Riddle suggested that when Nina is ready to present to the City Council her plan, including insurance policies, she would be added to the City Council agenda.
  3. Councilor Johnson brought up his concerns with trailers being lived in and parked on right of ways. What are the options? Question raised why there are trailers parked on private property in addition to the right of ways when there are spaces available in the trailer parks. Suggestion made to invite the police to the next City Council meeting to discuss options.
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4. Future Agenda Items:
    - a. New form for land combination/split/lot line adjustment
    - b. Evaluation of Magistrate’s Wage

Mayor Riddle confirmed that we don't have a template and she is working on getting comparisons with towns of similar size to Fredonia.

- c. Town Committees and departments; council representation
- d. Sawmill Estate Subdivision progress
- e. General Plan
- f. 911 Readdressing the streets
- g. Emergency preparedness-backup generators, get quotes
- h. Secure water supply
- i. Utility Board
- j. Model City tax code
- k. Port of Entry
- l. Equipment and vehicle policy
- m. Dike repairs
- n. Shiprock subdivision

Adjourn: Motion to adjourn made by Mayor Riddle at 8:40 pm and seconded by Councilor Banks. All in Favor.

Approved

Attest

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Christy Riddle, Mayor

Traci Goodall, Town Clerk

Certification- I hereby certify that the above is a true and correct copy of the minutes of the meeting. I further certify that the meeting was duly called and held.

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Traci Goodall, Town Clerk