



Town of Mammoth MINUTES OF A SPECIAL MEETING OF THE MAMMOTH TOWN COUNCIL HELD ON MARCH 10, 2017

Minutes of a Special Meeting of the Mammoth Town Council held March 10, 2017 pursuant to the notice required by law.

1. Call to Order

- a. Mayor Dietz called this meeting to order at 1:20PM

2. Pledge of Allegiance –

3. Roll Call

a. Council Members Present

Mayor Joe Dietz
Vice Mayor Al Anaya
Councilman Bob Sloan
Councilman Ernest Bustamante
Councilwoman Frances Amparano
Councilwoman Rogina Medina

Staff Members Present

Council Members Absent

Stephen Cooper, Attorney
Councilman Bart Goff
Diane Theobald, Planning and Zoning
Sharon Christiansen, Librarian

4. REGULAR SESSION-

- 5. It was determined that an Executive Session was not needed at this time. Meeting will continue.**

Continue with Item 4 at this time.

a. Interviews for Town Clerk Action Item: To Interview Applicants for Town Clerk

- i. The floor was given to Pat Walker for informational purposes: Looking at the town needs has not provide the town with the applicants needed therefore maybe it is time to look at a part-time person who can fill both as financial manager as well as can perform clerk duties. Through searching we were able to find Lana Duncan who is retired from Thatcher Arizona were she was the Town Clerk. Her resume was presented to the council. Note- she also has financial experience and auditing experience. Something the town needs. Walker made reference to the fact that the 2015 audit will be issued soon and the 2016 audit is in preparation. For the first time in years the town will be on schedule in this area. With her qualifications the town will be able to stay in compliance and not fall back into the problems of the past. She will also be available for questions and advice. Being that she is currently retired, she will work out of Walker Consulting on a part time basis at 20 hours per week for an amount of \$ 55.00 per hour.
- ii. There was some discussion between the council and Ms. Walker concerning prior financial issues for the purpose of clarification- main focus- HERF and spending limitations.

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- iii. Main Functions will be focused on her expertise in town financials, filing, and publishing. She will be working with the towns interest and Walker Consulting will back her in all other areas. There is more discussion on what the town can afford to pay and what is needed, how to make this all work for the benefit of the Town of Mammoth. Bottom line is that at this time it makes perfect sense to hire Ms. Duncan. It was also noted that Ms. Duncan would not be present for the Council Meetings. She will be available by phone for meetings at the cost of her hourly fee.
- iv. All those who would be effected by her presence showed praise for her personality, qualifications, abilities and believe she will fit in well with the staff.

Motion is made to conclude the Interview portion of this meeting and return to the Regular Session

Motion by Councilwoman Amparano Second by Councilman Bustamante

Motion Passes Vote 6-0

6. Returning to Regular Session

a. Discussion and Possible Approval to hire Town Clerk and set hours of work and salary.

- i. **Motion- Approval to Hire Lana Duncan as Town Clerk and set Hours 20 hours per week and Salary of \$ 55.00 per hour.**
- ii. **Motion by Councilwoman Medina Second by Councilwoman Amparano**
- iii. **Motion Passes Vote 6-0**

7. ADJOURN – 1:50PM

Motion to Adjourn Meeting at 1:50PM

Motion: Councilman Bustamante Second: Councilwoman Amparano

Motion Passes Vote 6-0

Meeting is Adjourned at 1:50PM

I certify that the preceding is a true and correct copy of the minutes of the Mammoth Town Council's Special Meeting held on March 10, 2017. I further certify that the meeting was duly called and held.

Town Manager Don Jones