



Minutes
Work Study Session
Queen Creek Town Council
Queen Creek Town Hall, 22350 S. Ellsworth Road
Council Chambers
March 20, 2013
5:30pm

1. Call to Order

The meeting was called to order at 5:30pm.

2. Roll Call (one or more members of the Council may participate by telephone)

Council Members present: Barnes; Brown; Gad; Wheatley (arrived at 5:40pm); Vice Mayor Benning and Mayor Barney.

Council Member Oliphant was absent.

3. Motion to adjourn to Executive Session (to be held in the Saguaro Conference Room of the Municipal Services Building) for the following purposes:

A. Discussion and consultation with the Town's staff regarding possible acquisition of real property from Sossaman Estates Phase 1-A Association, for future fire station, drainage and public use. A.R.S. § 38-431.03(A)(7).

B. Discussion and consideration of Town Manager: performance evaluation (A.R.S. §38-431.03(A)(1)).

Motion to adjourn to Executive Session at 5:31pm

1st: Brown

2nd: Barnes

VOTE: Unanimous

The Work Study Session reconvened at 6:20pm.

ITEMS FOR DISCUSSION These items are for Council discussion only and no action will be taken. In general, no public comment will be taken.

4. Discussion on amendments to the Standard Form By-laws for Committees, Council Polices & Procedures and development of a Boards, Commissions and Committees handbook.

Management Assistant Tracy Corman reviewed the proposed minor amendments: clarification on when staggered terms begin and end; deletion of reference to 11-member committee and adds that an odd number of committee members must be maintained.

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Ms. Corman then reviewed the proposed major amendments: appointment of chairman and vice chairman by Council; prohibiting serving on multiple committees (Ms. Corman explained that this would be phased in with new and expiring appointments).

Council discussed the Council appointment of chairman and vice chairman and whether the Committee members should nominate those positions and have Council ratify the nominations. The discussion was in regard to the Committee members knowing each other whereby Council may not.

Council also discussed possible conflicts from serving on multiple committees and those committee members serving on multiple committees choosing which one they would prefer to be reappointed to.

Ms. Corman continued with reviewing proposed major amendments in regard to Powers & Duties – Representation of recommendations of the committee/expression of personal opinions. She presented two options: 1) allowing only the majority position to be presented unless authorized; and 2) when representing the members shall express the official policies or positions and if personal opinions are added, the committee member shall explicitly state the opinion is their own.

Council discussed the preference for Option 2 and how the Council could follow up with committee members who may vote against an issue, in order to get more background on their concerns.

Ms. Corman also presented program improvements including a Code of Ethics; Committee Member Handbook and training that would include committee members and liaison staff members. Ms. Corman stated that a third party consultant would be used for this training.

Council had a brief discussion on the importance of having the chairman or vice chairman of a committee provide reports to the Council as part of their leadership role.

5. Adjournment

Motion to adjourn the Work Study Session at 6:55pm

1st: Brown

2nd: Gad

VOTE: Unanimous

TOWN OF QUEEN CREEK

Gail Barney, Mayor

Attest:

Jennifer F. Robinson, MMC

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I, Jennifer F. Robinson, do hereby certify that, to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Minutes of the March 20, 2013 Work Study Session of the Queen Creek Town Council. I further certify that the meeting was duly called and that a quorum was present.

Jennifer F. Robinson, MMC

Passed and approved on April 17, 2013.