

**MINUTES of a SPECIAL MEETING OF THE PUBLIC SAFETY  
PERSONNEL RETIREMENT BOARD OF THE  
TOWN OF CLARKDALE, HELD AT 4:30 P.M. ON WEDNESDAY, SEPTEMBER 5, 2012 IN THE  
ADMINISTRATION CONFERENCE ROOM, TOWN HALL, 39 N. 9<sup>TH</sup> ST., CLARKDALE,  
ARIZONA**

**CALL TO ORDER – Meeting was called to order at 4:30 p.m. by Vice Chair Amy Bayless.**

Board Members:	Chair	Doug Von Gausig (absent)
	Citizens	Amy Bayless, Vice Chair
		Ann Found
	Members	Tommy Nester
		Robert Church

Staff Members: Kathy Bainbridge, Mary Ellen Dunn

Others in Attendance: John Wintersteen

**PUBLIC COMMENT** – The local Board of the Public Safety Personnel Retirement System for the Town of Clarkdale invites the public to provide comments at this time. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01(G), action taken as a result of public comment shall be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Board Secretary during the meeting. Each speaker is asked to limit their comments to five minutes.

**There was no public comment.**

**Roll call of members.** It was noted that Mayor Von Gausig was absent. A quorum was present.

**NEW BUSINESS**

**Election of proposed new members to Board.** It was noted that, by State law, the Town Mayor is required to serve as Chair.

**Tommy Nester moved that Amy Bayless continue in her current role as Vice Chair. Robert Church seconded the motion. The motion was passed unanimously.**

**Election of Police Department staff representatives and Board secretary.**

**Police Department members of the Local Board will be elected by secret ballot. There is one opening available. A secret ballot will be provided to all officers currently in the PSPRS system and returned to the Board Secretary.**

**Amy Bayless nominated Town staff Mary Ellen Dunn as local Board Secretary. Tommy Nester seconded the motion.**

**Discussion followed. Ann Found asked if it was required that the Board Secretary be a staff member. The consensus was that it was more consistent and simpler with a small department to have the Board Secretary be a staff member.**

**The motion was approved unanimously.**

**Approval of process for adopting by-laws.**

**Volunteer John Wintersteen discussed the draft of the by-laws. Tommy Nester moved to allow John Wintersteen to continue on his draft of the by-laws and, when completed, finalize the draft at the next meeting. Ann Found seconded the motion. The motion was approved unanimously.**

**Official approval of retirement of Patrick Haynie.**

**Tommy Nester moved to approve Patrick Haynie's retirement "as is". Ann Found seconded the motion. The motion was approved unanimously.**

**Without objection, Vice Chair Bayless adjourned the meeting at 5:55 p.m.**

**ADJOURNMENT:** With no further business before the Board, Vice Chair Bayless adjourned the meeting at 5:55 p.m.

Submitted by:

  
\_\_\_\_\_  
Mary Ellen Dunn, Secretary

Approved by:

  
\_\_\_\_\_  
Doug Van Gausig, Chair

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of the local board of the Public Safety Personnel Retirement System of the Town of Clarkdale, Arizona held on the 5<sup>th</sup> day of September, 2012.

SEAL

  
\_\_\_\_\_  
Mary Ellen Dunn, Secretary