



# **BENSON PUBLIC LIBRARY**

Staff members share some of their favorite books.....



## Recommended by Peggy.....

---

---

*the Mourning hours*

By Paula Treick DeBoard

Paula Treick DeBoard is a reader, writer and all-around slave to the field of public education. She earned a B.A. in English from Dordt College in 1998 and thought, "I'll teach high school English during the week and write fiction on the weekends" - a delusion which persisted for a decade, during which time she wrote exactly one short story. In 2010, she graduated from the University of Southern Maine with an MFA degree in Creative Writing (Fiction) and a rediscovered passion for staring at a laptop screen for long hours. Her fiction has since appeared in deCOMP, Cantaraville, The Shine Journal, Staccato Fiction and The Sycamore Review, where her short story "Casualties" placed second in the 2009 Wabash Prize for Fiction, judged by Tobias Wolff. In some cases, her work appeared in venues that have since closed - although she is certain these two facts are unrelated.

No stranger to long-form writing, Paula wrote her first novels as a passenger in the backseat of a 1977 Chevrolet Caprice Classic station wagon, where her parents let her jostle around for thousands of miles unprotected by a seatbelt. Sadly, these books were lost to cross-country moves and spilled contraband cans of soda. *The Mourning Hours*, sold to Harlequin MIRA in a two-book deal, is her first novel to survive.

## Recommended by Kelli.....

---

---

### Pilgrim's Wilderness

A True Story of Faith and Madness on the Alaska Frontier

By Tom Kizzia

Tom Kizzia's stories about the Pilgrim Family won a President's Award from McClatchy Newspapers. He traveled widely in rural Alaska as a reporter for the Anchorage Daily News. His work has appeared in The Washington Post and been featured on CNN. He is a former Knight Journalism Fellow at Stanford University and a graduate of Hampshire College. His first book, *The Wake of the Unseen Object*, was named one of the best all-time non-fiction books about Alaska by the state historical society. He lives in Homer, Alaska.

# Recommended by Andrew.....

---

---

City Code of The City of Benson, Arizona

## EFFECTIVE DATE OF CODE

Each section of this code as herein contained and hereby enacted shall take effect and be in force on and after twelve o'clock noon on the 18th day of December, 2002, except that where a later effective date is provided it shall prevail.

I find this a fascinating read full of very useful information! And a must read for all residents of the City of Benson! I have inserted some pages which you may find useful!

The “City Code of The City of Benson” is available at the circulation desk in hard copy or online for you all to read!

<http://bit.ly/13sm1LV>

# City Code of The City of Benson, Arizona



## CITY CODE

## OF THE

## CITY OF BENSON, ARIZONA

### GENERAL

unconstitutional for any reason by a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining provisions of the code.

#### ARTICLE 1-8 PENALTY

- A. Any person found guilty of violating any provisions of this code, except as otherwise provided in this code, shall be guilty of a misdemeanor, and upon conviction shall be punished by a fine of not to exceed two thousand five hundred dollars or by imprisonment for a period not to exceed six months, or by both such fine and imprisonment. Each day that a violation continues shall be a separate offense punishable as hereinabove described.
- B. Any violation of or failure or refusal to do or perform any act required by Chapter 12 of this code constitutes a civil traffic violation. Civil traffic violations are subject to the provisions of A.R.S. Title 28, Chapter 4 and amendments thereto.

#### ARTICLE 1-9 REPEAL OF EXISTING ORDINANCES

- 1-9-1 Effective Date of Repeal
- 1-9-2 Ordinances Exempt from Repeal

##### Section 1-9-1 Effective Date of Repeal

All ordinances of the City of Benson except those specially exempted in this article, now in force and effect are hereby repealed effective at twelve o'clock noon on the 18th day of December, 2002, but all rights, duties and obligations created by said ordinances shall continue and exist in all respects as if this code had not been adopted and enacted.

##### Section 1-9-2 Ordinances Exempt from Repeal

The adoption and enactment of this code shall not be construed to repeal or in any way to affect or modify:

- A. Any special ordinance or ordinances regarding franchises, annexations, dedications or zoning.
- B. Any ordinance making an appropriation.
- C. Any ordinance affecting any bond issue or by which any bond issue may have been authorized.
- D. The running of the statute of limitations in force at the time this code becomes effective.

### GENERAL

- E. The continued existence and operation of any department, agency, commission or office heretofore legally established or held.
- F. Any bond of any public officer.
- G. Any taxes, fees, assessments or other charges incurred or imposed.
- H. Any ordinances authorizing, ratifying, confirming, approving or accepting any compact or contract with any other municipality, the State of Arizona, or any county or subdivision thereof, or with the United States or any agency or instrumentality thereof.

#### ARTICLE 1-10 EFFECTIVE DATE OF CODE

Each section of this code as herein contained and hereby enacted shall take effect and be in force on and after twelve o'clock noon on the 18th day of December, 2002, except that where a later effective date is provided it shall prevail.

# City Code of The City of Benson, Arizona

## MAYOR AND COUNCIL

- 2-2-1 Selection of Mayor and Vice Mayor
- 2-2-2 Acting Mayor
- 2-2-3 Powers and Duties of the Mayor
- 2-2-4 Failure to Sign Documents

### Section 2-2-1 Selection of Mayor and Vice Mayor

The Mayor shall be directly elected by the people by a majority vote of the qualified electors pursuant to Article 2-3 of this code. Each year in which an election to Council is held, the councilmembers shall at the first regular meeting after taking the oath of office, choose a vice mayor from among their number. The council may, at any regularly scheduled meeting at which all seven councilmembers are present, upon proper motion, second and majority vote, reselect the position of vice mayor.

### Section 2-2-2 Acting Mayor

In the absence or disability of the Mayor, the Vice Mayor will serve as the Acting Mayor. In the absence or disability of the Mayor and Vice Mayor, the Council may designate another of its members to serve as Acting Mayor. The Acting Mayor shall have all the powers, duties and responsibilities of the Mayor during such absence or disability.

### Section 2-2-3 Powers and Duties of the Mayor

The powers and duties of the mayor shall include the following:

- A. Shall be the chief executive officer of the city.
- B. Shall be the chairman of the council and preside over its meetings. May make and second motions and shall have a voice and vote in all its proceedings.
- C. Shall enforce the provisions of this code.
- D. Shall execute and authenticate by his signature such instruments as the council, or any statutes, ordinances, resolutions, or this code shall require.
- E. Shall make such recommendations and suggestions to the council as may be considered proper.
- F. May, by proclamation, declare a local emergency to exist due to fire, conflagration, flood, earthquake, explosion, war, bombing, or any other natural or man-made calamity or disaster or in the event of the threat or occurrence of riot, rout or affray or other acts of civil disobedience which endanger life or property within the city. After declaration of such emergency, the mayor shall govern by proclamation and impose all necessary regulations to preserve the peace and order of the city, including but not limited to:
  1. Imposition of a curfew in all or any portion of the city.
  2. Ordering the closing of any business.
  3. Closing to public access any public building, street or other public place.

## MAYOR AND COUNCIL

- E. A candidate cannot run for both Mayor and Councilmember at the same election.
- F. Councilmembers who desire to run for Mayor must resign their position on the Council as of the day they submit their nomination papers, unless they are in the last year of their term.
- G. All other provisions of the Code of the City of Benson and Arizona State Statutes dealing with municipal elections are hereby declared to be applicable to the direct election of the Mayor for the City of Benson.

## ARTICLE 2-4 COUNCIL PROCEDURE

- 2-4-1 Regular Meetings
- 2-4-2 Special Meetings
- 2-4-3 Meetings to be Public
- 2-4-4 Quorum
- 2-4-5 Agenda
- 2-4-6 Order of Business
- 2-4-7 Committees and Commissions
- 2-4-8 Voting
- 2-4-9 Suspension of Rules

### Section 2-4-1 Regular Meetings<sup>1, 2</sup>

The council shall hold regular meetings on the second and fourth Monday of each month at seven o'clock p.m., provided that when the day fixed for any regular meeting of the council falls upon a day designated by law as a legal holiday, such meeting may be held at the same hour of the next succeeding day not a holiday if the council so elects upon motion at a prior meeting. All regular meetings of the council shall be held at the city hall. Council may, upon motion at any regular meeting, elect to cancel the succeeding meeting if it appears in its sole discretion that the items to be considered at the succeeding meeting may properly be postponed to the next regular meeting.

### Section 2-4-2 Special Meetings

The mayor or a quorum of the council may convene the council at any time after giving at least twenty-four hours notice of such meeting to members of the council and the general public. The notice shall include the date, hour and purpose of such special meeting. In the case of an actual emergency, a meeting may be held upon such notice as is appropriate to the circumstances.

<sup>1</sup>Modified by Ordinance No. 325

<sup>2</sup>Modified by Ordinance No. 494

## MAYOR AND COUNCIL

### Section 2-4-3 Meetings to be Public

- A. All official meetings of the council at which any legal action is taken shall be open to the public. Notice of meetings shall be given in a manner consistent with state statutes. Upon approval by a majority vote of the council, the council may meet in a closed executive session as provided by state law.
- B. Minutes of executive sessions shall be kept confidential except from members of the council.
- C. No executive session may be held for the purpose of taking any final action or making any final decision.

### Section 2-4-4 Quorum

A majority of the councilmembers shall constitute a quorum for transacting business but a lesser number may adjourn from time to time and compel the attendance of absent members.

### Section 2-4-5 Agenda

Prior to each council meeting, or on or before a time fixed by the council for preparation and distribution of an agenda, whichever is earlier, the clerk shall collect all written reports, communications, ordinances, resolutions, contracts and other documents to be submitted to the council, and prepare an agenda according to the order of business and shall furnish each council member, the mayor and the attorney with a copy of the agenda and any material pertinent thereto.

### Section 2-4-6 Order of Business<sup>1</sup>

The business of the council shall be taken up for consideration and disposition in the following order:

- A. Call to Order. The mayor shall take the chair precisely at the hour appointed for the meeting and shall immediately call the council to order. The Mayor or his designee shall then lead those present in the pledge of allegiance before introducing the invocation speaker, who will offer the invocation. In the absence of the mayor and vice mayor, the clerk shall call the council to order and an acting mayor shall be selected to chair the meeting. Upon the arrival of the mayor or vice mayor, the acting mayor shall immediately relinquish the chair upon the conclusion of the business immediately before the council. The mayor shall preserve order and decorum and conduct the proceedings of the meetings.
- B. Roll Call. Before proceeding with the business of the council, the clerk or deputy shall call the roll of the members, and the names of those present shall be entered in the minutes. If a

<sup>1</sup>Modified by Ordinance No. 470

# City Code of The City of Benson, Arizona

## MAYOR AND COUNCIL

quorum is not present, the members present may adjourn pursuant to Section 2-4-4 of this code.

- C. Employee Recognition. The Mayor shall use this time to present employment awards to those City employees accumulating five (5) years of employment with the City and every five (5) years thereafter or to present recognition awards for specific acts regarding public service, if any.
- D. Proclamations. The Mayor or his designee shall read any proclamations which may be present on the agenda.
- E. Public Hearings. The Mayor will open the public hearing, if listed on the agenda, to receive comments from the public in opposition or support of the proposed subject of the public hearing. After comments from the public are received, the Mayor shall close the public hearing. The Mayor may impose reasonable time limits for each speaker and may apportion time between those speaking in favor and those speaking against the matter which is the subject of the public hearing.
- F. Call to the Public. Communications and comments from citizens regarding the City of Benson or other matters properly addressed to the City Council shall be heard by the Council. Such remarks shall be addressed to the Council as a whole and shall be limited to five (5) minutes unless additional time is granted by the Council. If the presiding officer so elects, and the speaker consents, public comments may be deferred until the specific item comes before the Council for action. No questions shall be asked of a Councilperson except through the presiding officer.
- G. City Manager Report. The City Manager will update and inform the public of specific items of interest regarding City matters.
- H. New Business. The council shall consider any business not heretofore considered including the introduction of ordinances and resolutions and may provide for a consent agenda in accordance with procedural rules adopted by the Council.
  - 1. Consent Agenda. The consent agenda will be the first item under this category and shall list separately distinct items requiring action by the City Council that are generally routine items not requiring council discussion. A single motion will approve all items on the consent agenda, including any resolutions or ordinances, or claims/invoices that are of a routine nature. A Council Member may remove any issue from the consent agenda, and that issue will be discussed and voted upon separately, immediately following the consent agenda under its proper regular category of New Business.
  - 2. Action Items Listed for Discussion. New Business shall also include ordinances, resolutions, motions, contracts or other matters listed as separate action items, which shall be voted upon separately and in the order presented on the agenda unless a motion to deviate from the listed order on the agenda is made and passed. City staff or an applicant may address the Council regarding the action item, to include taking questions from Councilmembers, after which Council shall entertain such discussion that it deems proper. Such discussion may include a motion to amend or motion to table, which takes precedence over the motion to consider the item and which shall be voted upon as part of the discussion of the item if there is a second to the motion. At the end of the discussion, the Mayor shall call for a motion and the Clerk shall

## MAYOR AND COUNCIL

record the results thereof in the official minutes.

- 3. Updates of On-Going Projects and City Activities. New Business may also include updates by Staff on current issues facing the City that have been or may be the subject of Council action.
  - I. Department Reports. Written Department Reports will be provided to councilmembers as part of the council packet.
  - J. Adjournment. The council may, by a majority vote of those present, adjourn from time to time to a specific date and hour. A motion to adjourn shall always be in order and decided without debate.

### Section 2-4-7 Committees and Commissions

The council may create such committees and commissions, standing or special, as it deems necessary. They shall consist of as many members and shall perform such duties as the council may require and shall exist at the pleasure of the council.

### Section 2-4-8 Voting

- A. The mayor may vote as a member of the council.
- B. Upon the request of any member, the ayes and nays upon any question shall be taken and entered in the minutes.

### Section 2-4-9 Suspension of Rules

Any of the provisions of this article may be temporarily suspended in connection with any matter under consideration by a recorded vote of three-fourths of the members present, except that this section shall not be construed to permit any action that is contrary to state statutes.

## ARTICLE 2-5 ORDINANCES, RESOLUTIONS AND CONTRACTS

- 2-5-1 Prior Approval
- 2-5-2 Introduction
- 2-5-3 Passage of Ordinances and Resolutions
- 2-5-4 Requirements for an Ordinance
- 2-5-5 Signatures Required
- 2-5-6 Publishing Required
- 2-5-7 Posting Required

### Section 2-5-1 Prior Approval

All ordinances, resolutions and contract documents shall, before presentation to the council, have been reviewed as to form by the attorney. When there are substantive matters of administration involved, all ordinances, resolutions and contract documents shall be referred to the person who will be charged with the administration of such ordinance, resolution or contract. Such person shall have an opportunity to present comments, suggestions and objections, if any, prior to the passage of the ordinance, resolution or acceptance of the contract.

# City Code of The City of Benson, Arizona

## ADMINISTRATION

- h. The city manager shall supervise and safeguard the purchase and use of all materials, supplies and equipment for which funds are provided in the budget; let contracts necessary for operation or maintenance of city services for amounts up to and including twenty thousand dollars (\$20,000); receive bids for purchases or contracts in excess of twenty thousand dollars (\$20,000) and present them to the council for approval, and advise the council on the advantages or disadvantages of contract and bid proposals. No contract in excess of twenty thousand dollars (\$20,000) and no contract for new construction shall be let except by the council. The manager may issue such rules governing purchasing procedures within the administrative organization as the council shall approve.<sup>1</sup>
- i. In case of accident, disaster or other circumstances creating a public emergency, the city manager may award contracts and make purchases for the purpose of meeting said emergency; but the manager shall file promptly with the council a certificate showing such emergency and the necessity for such actions, together with an itemized account of all expenditures.
- j. The city manager shall see that all laws and ordinances are duly enforced.
- k. The city manager shall investigate the affairs of the city and any department or division thereof; investigate all complaints in relation to matters concerning the administration of the city government and in regard to service maintained by the public utilities in the city, and see that all franchises, permits and privileges granted by the city are faithfully observed.
- l. The council shall deal with the administrative services of the city only through the city manager, and neither the council nor any members thereof shall give orders to any subordinates of the city manager. It shall be the responsibility of the council and its members to aid and assist in any advisory capacity any department head, individually or collectively, on any phase of policy or public relations, such association not to conflict with the administrative duties of the city manager.
- m. The city manager shall not exercise any legislative function whatsoever, nor shall the manager engage in policy making or institute programs which require official action of the council. The policy making power of the city manager shall be implementative only. It is not intended by this article to grant any authority to, or impose any duty upon the city manager which is vested in or imposed by general law or city ordinances on any other city commission, board, officer or employee except as herein specifically set forth.
- n. In the discharge of the duties as city manager, the person holding such position shall endeavor at all times to exercise the highest degree of tact, patience and courtesy in contacts with the public and with all city boards, departments and employees and shall use best efforts to establish and maintain a harmonious relationship between all personnel employed in the government of the city to the

<sup>1</sup>Modified by Ordinance No. 471

## ADMINISTRATION

### Section 3-2-9 Building Inspector

- A. There is hereby created the office of building inspector for the city. The building inspector shall be appointed by the city manager and shall receive such salary as the mayor and council shall from time to time set.
- B. The building inspector shall be charged with the enforcement of the city building, electrical, plumbing, mechanical and fire life safety codes and shall perform other duties as may be assigned.

### Section 3-2-10 Emergency Services Director

There is hereby created the office of emergency services director. The emergency services director shall be the city manager or designee.

## ARTICLE 3-3 COUNCIL AND ADMINISTRATION RELATIONSHIPS<sup>1, 2</sup>

- A. Council - City Manager - Staff Relations. The council and its members shall deal with the administrative services of the city only through the city manager, except for the purpose of inquiry, and neither the council, nor any member thereof, shall give orders or instructions to any employee or officer other than the city manager. The city manager shall take orders and instructions from the council only when expressed at a duly convened meeting of the council, either a work session, special meeting or a regular meeting, and no individual councilmember may otherwise give any orders or instructions to the city manager, except for purposes of inquiry. Nothing in this section shall be construed as prohibiting the council members from fully and freely discussing with or suggesting to the City Manager anything pertaining to city affairs or the interests of the City.
- B. For the purposes of this Section, "administrative services of the city" shall mean those employees under the authority of the city manager in the performance of their day-to-day duties, and shall not include the city attorney, city clerk/treasurer or the city magistrate.

<sup>1</sup> Modified by Ordinance No. 519

<sup>2</sup> Modified by Ordinance 542

# Recommended by Vicky.....

---

---

Handmade Holiday Crafts

By Martha Stewart's

225 Inspired Projects for Year – Round Celebrations

Join Martha Stewart for a celebration of handcrafted holidays all year-round!

New Year's – Valentine's Day – Easter – Mother's Day – Father's Day – Fourth of July  
– Halloween – Thanksgiving – Hanukkah – Christmas

Let Martha inspire your creativity with the most beautiful crafts. The 225 handmade projects include cards and greetings, decorations, gifts and gift wrapping, tabletop accents, party favors, and kids' crafts, as well as more holiday-specific activities, such as egg-dyeing, pumpkin carving, and tree trimming. Each idea is sure to make the holidays more festive—and memorable.

# Recommended by Megan.....

---

---

## Practical Paleo

A customized approach to health and whole – foods lifestyle

By Diane Sanfilippo, BS, NC

Diane Sanfilippo holds a BS from Syracuse University and is a Certified Nutrition Consultant who specializes in blood sugar regulation and digestive health. She is The New York Times Bestselling author of "Practical Paleo: A Customized Approach to Health and a Whole-Foods Lifestyle" and writes for her popular health blog [www.balancedbites.com](http://www.balancedbites.com), teaches nutrition seminars nationwide and has a top-rated weekly health podcast in iTunes, "The Balanced Bites Podcast."

Our great-grandmothers didn't need nutrition lessons—then again, they weren't forced to wade through aisle after aisle of packaged foods touting outlandish health claims and confusing marketing jargon. Over the last few decades, we've forgotten what "real food" is—and we're left desperately seeking foods that will truly nourish our bodies. We're disillusioned with the "conventional wisdom" for good reason—it's gotten us nowhere.