



DRAFT

TOWN COUNCIL REGULAR MEETING

Minutes

Wednesday, March 20, 2024 at 6:00 pm

Attendees: Staff: Town Manager Tim Rasmussen, Town Attorney Brandon Kavanagh (Telephonically), Town Clerk Kelsi Miller, Finance Director Heidi Wink, Chief of Police Dayson Merrill, Lieutenant Bevington, Officer Gleeson, Officer Aragon

**Springerville Town Council Chambers - 418 E. Main St. Springerville, AZ
85938**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Springerville Town Council and to the general public that the Council will hold a meeting open to the public at the Springerville Town Hall, 418 East Main Street, Springerville, Arizona. The Town Council reserves the right to adjourn into Executive Session in accordance with Arizona Revised Statutes Section 38-431.03 (A)(1)(3)(4) and (7) for legal consultation on any of the following agenda items.

TOWN COUNCIL MEETING: 6:00 P.M.

1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE:

Minutes:

Mayor Reidhead called the meeting to order at 6:00 p.m.

Lieutenant Bevington led the pledge of allegiance.

2. INVOCATION:

Minutes:

Pastor Bob Falquez of the Community Presbyterian Church offered the invocation.

3. ROLL CALL:

Minutes:

The Town Clerk completed the Roll Call.

Present: Shelly Reidhead, Mayor; Richard Davis, Vice-Mayor; Douglas Henderson, Councilor; Donald Scott, Councilor; Florencio Lozoya, Councilor

A quorum is present.

DRAFT

4. PUBLIC PARTICIPATION:

Minutes:

Terry Shove addressed the Mayor and Council. She reminded them and the community of the March for Meals fundraiser on March 30th. The community center provides 26,000 meals yearly, regardless of one's financial contribution to the meal. They operate off of 16 grants. They do not turn people away. She has been volunteering to deliver meals for over 4 years, and it is evident that the person delivering that meal may be the only person the receiver will be in contact with that day. She encouraged everyone to support this event and sign her pledge sheet. Next, she invited them to the community Easter celebration March 24th at 5:00 pm in the Round Valley High School Auditorium.

Barry Williams a Springerville resident addressed the Mayor and Council. He thanked Kelsi Miller, the Town Clerk for her hard work on the new website it looks great. He encouraged everyone to go check it out.

Lane Scott addressed the Mayor and Council. He explained a few months back he presented on the idea of housing for Veterans. He has come up with a possible solution to help them, a tiny house village.

5. COUNCIL, MANAGER AND STAFF REPORTS:

a. Mayor & Council Reports: Summary Updates on committee meetings.

Minutes:

Mayor Reidhead report that she, Manager Rasmussen, and Councilor Scott attended an economic development meeting for coal transition in St. Johns. They were informed about many different grant opportunities.

Councilor Don Scott reported on a Real AZ meeting in Snowflake regarding economic development and housing. They are also continuing discussions about internet. There is a website being built that will map what areas are served and underserved. Those with speeds under 100 mb will fall into the underserved category.

b. Manager Tim Rasmussen: Summary Updates & presentation(s)

Minutes:

Manager Rasmussen reminded the Council to check out the new website. He reported that department budget meetings have begun, they met with the Police Department today.

Theirs needed to be first so they could have a shared services committee meeting.

Tomorrow, he plans to meet with the shared services committee to discuss the possibility of hiring a second animal control officer on a parttime basis. Next, he invited everyone to the Community Centers Easter lunch Thursday March 28th. He reported that he started working on the Emergency Operations Manual, applied for two \$25,000 grants for the master plan and the grant match for the AMR meters. Next meeting he is hoping to discuss proposed changes to the fee schedule and changes to the employee manual. Currently we have a \$400,000 grant for the airport fencing that Kimley-Horn Engineers are working with us on, we hope to bring an update on this soon. He reported on the possible Maverick coming to town. Maverick had all the property under escrow then had a return of investment study done. That study indicated the demolition costs and asbestos abatement would cost too

much and they emailed Tim saying they were pulling out of the project. A few days later they reached out to the Town again because the estimates on demolition were now anticipated lower. They are going to complete another return on investment study with the updated figures and contact the Town. Lastly, he reported the we are getting ready to go out for bid on the AMR meters.

c. Staff Reports: Summary Updates

Minutes:

Chief of Police Dayson Merrill thanked the Council for the continues support of the police department. For being short staffed the police department is running well. He introduced newly sworn officer Sidney Aragon. Staffing for the department right now includes 7 sworn officers, 1 cadet in the academy, and 1 possibly going in July. They are also going through the background process on a potential lateral officer. Amy is now by herself in the office, Zona retired earlier this month. She was a huge asset to Eagar Police Department for years and Round Valley Police Department. Our animal control officer has resigned, and we are currently advertising for the position. We hope to set up interviews for next week. Other updates included they attended a job fair and thanked the school for their continues support.

Finance Director Heidi Wink reminded Council that budget sheets are due by March 22nd. Town Clerk Kelsi Miller reminded the Council and the public that the filing period for the 2024 Primary Election ends April 1st at 5:00 p.m.

6. CONSENT ITEMS:

Minutes:

ACTION: Motioned by Councilor Doug Henderson, seconded by Vice-Mayor Richard Davis to approve consent items 6a, 6b, and 6c as presented.

Vote results:

Ayes: 5 / Nays: 0

- a. Consider approval of the February 28, 2024 Special Meeting Minutes.**
- b. Consider approval of the February 20,2024 Special Meeting Minutes.**
- c. Consider ratification and approval of the accounts payable register from February 14, 2024 through March 12, 2024.**

7. ANNUAL AUDIT PRESENTATION:

Minutes:

Scott Graff with Colby & Powell, PLC gave the fiscal year audit presentation for the year ending June 30, 2023. He explained the responsibilities of the auditors and the responsibilities of the Town. It was explained what the financial statements are included as well as the internal control report. Springerville had a clean audit report and is doing a great job. He reviewed the 5-year General Fund amounts including revenues, expenditures, and fund balance. Springerville has increased the fund balance from 2019 to current. Next, Mr. Graff reported on the net position and the increase in the net position of \$957,463. He reported on the 5-year comparison of the utility funds, water, and wastewater. The net position of the water fund has increased by \$176,158 and an increase in the sewer fund of \$36,017. It was discussed that at one point sewer was in the red

and had to borrow money from the water fund. That has been paid off and is now building up its own fund balance. The Council had no questions.

NEW BUSINESS

8. AZ ALPINE TRAIL DONATION REQUEST:

Minutes:

DISCUSSION: Councilor Scott mentioned that first they only wanted a letter of support and now they are asking for money. The council discussed they felt this would be more appropriate to come from the Tourism Tax fund.

ACTION: Motioned by Councilor Doug Henderson, seconded by Vice Mayor Richard Davis to not approve the donation request as presented.

Vote results:

Ayes: 5 / Nays: 0

9. WHITE MOUNTAIN UTV EXPERIENCE SPONSORSHIP REQUEST:

Minutes:

DISCUSSION: The Council reviewed the donation/sponsorship request from the White Mountain UTV Experience. Councilor Scott feels this request should also be coming from the Tourism Tax fund. Council discussed the process of sending this donation request to the Tourism Tax Committee.

ACTION: Motioned by Vice Mayor Richard Davis, seconded by Councilor Doug Henderson to not approve the donation request as presented.

Vote results:

Ayes: 5 / Nays: 0

10. FALL FEST TOURISM TAX FUND REQUEST:

Minutes:

DISCUSSION: Manager Rasmussen explained this item. He started by saying Ms. Hummel did the face painting last year, it was very popular with the kids at fall fest. She volunteered to do it again in 2024, but asked the Town would cover the cost of materials this year.

ACTION: Motioned by Councilor Doug Henderson, seconded by Councilor Florencio Lozoya to approve the tourism tax donation request to Danielle Hummel in the amount of \$257.80.

Vote results:

Ayes: 5 / Nays: 0

11. RIB THROWDOWN TOURISM TAX FUND REQUEST:

Minutes:

DISCUSSION: None

ACTION: Motioned by Councilor Don Scott, seconded by Councilor Doug Henderson to approve the Tourism Tax Fund donation in the amount of \$750.00 to the Rib Throw Down.

Vote results:

Ayes: 5 / Nays: 0

12. ANNUAL AVIATION EXPO TOURISM TAX FUND REQUEST:

Minutes:

DISCUSSION: The Council discussed this donation request. This is the 12th annual event and a huge fundraiser for the animal rescue. Manager Rasmussen invited the Council and the public to the event to, he explained there are vintage airplane rides, vendors, etc. Larry and Lillian Hill of Skydive Arizona put on this incredible event.

ACTION: Motioned by Vice Mayor Richard Davis, seconded by Councilor Florencio Lozoya to approve the Tourism Tax Fund donation request in the amount of \$750.00 to the Round Valley Animal Rescue for the Aviation Expo.

Vote results:

Ayes: 5 / Nays: 0

13. NEW TOWN LOGO:

Minutes:

DISCUSSION: Manager Rasmussen gave a history of the reason behind looking into a new logo. When we had the Towns website redone we needed the logo in a certain format that we did not have it in. We paid to have it converted into the right format and discovered she is also able to create new logos. In the past, we have had difficulties with our current logo due to the complexity of it and with it having 7 different colors. He sent Council 20 conceptual ideas and has been given feedback. He presented them with 8 concepts. Mayor Reidhead expressed she liked concept 8, just needs a little work. Councilor Lozoya expressed he likes concept #7. Council directed the Manager to work on concept 8 and bring it back.

14. UTILITY EASEMENTS:

Minutes:

DISCUSSION: Manager Rasmussen gave the history of this item. In years past the Town had utility easements with water lines, meters, and sewer lines in these easements with access for reading meters, maintenance, and for water or sewer line issues. With the WIFA grant for AMR meters, we need access to the meters in the El Cajon Estate area. Staff should not be jumping fences to access our meters in our easements. If we ever had a water break we would not be able to get equipment in to repair it. But after some additional digging, we found there may be some issues with easements and recordings of them. Staff is requesting to table this item until further research is done.

Mayor Reidhead declared this item tabled.

15. 560 N. MAIN STREET:

Minutes:

DISCUSSION: Manager Rasmussen explained that the property at 560 N. Main is jointly owned by Springerville and Eagar. It has been vacant for years and costing the towns money. We obtained a fair market value appraisal for \$250,000 and we are asking for permission to go forward with that amount being the minimum bid amount. Councilor Lozoya asked who would get the money if it sold. Manager Rasmussen said the Towns would split it.

ACTION: Motioned by Councilor Doug Henderson, seconded by Vice Mayor Richard Davis to approve the sealed bid sale of 560 N Main Street using \$250,000 as the fair market value and minimum bid.

Vote results:

Ayes: 5 / Nays: 0

16. COMMUNITY BROADBAND ADVOCATES/EDA GRANT:

Minutes:

DISCUSSION: Manager Rasmussen explained this item started at the last Council meeting when a contract was approved with Community Broadband Associates (CBA) to help find us grants for a General Plan through the Economic Development Admin. It was discovered the EDA can not fund a General Plan, however, they could help us get a grant for the planning, design, and engineering of the infrastructure of a planned business area in the designated Industrial Park. Currently, we do not have the infrastructure in our industrial park to bring in businesses. We are looking to change the scope of work for CBA. The Council discussed the industrial park and whether it falls within the footprint of FAA control. They discussed the need for infrastructure to grow the park regardless of aviation needs or not.

ACTION: Motioned by Councilor Doug Henderson, seconded by Vice Mayor Richard Davis to approve Community Broadband Advocates LLC to work with the Economic Development Administration for a grant to plan, design, and engineer utilities to the Planned Industrial Park contingent on further discussions with the FAA.

Vote results:

Ayes: 5 / Nays: 0

17. 2024 ARBOR DAY PROCLAMATION:

Minutes:

DISCUSSION: Council discussed where they would like to plant trees this year for Arbor Day and replace the trees that had to be cut down on South Mountain Ave. They discussed shrubs vs trees.

ACTION: Motioned by Vice Mayor Richard Davis, seconded by Councilor Don Scott to approve the 2024 Arbor Day Proclamation.

Vote results:

Ayes: 5 / Nays: 0

18. ADJOURNMENT:

Minutes:

The meeting was adjourned at 7:20 p.m.

Shelly Reidhead, Mayor

ATTEST:

Kelsi Miller, Town Clerk

I hereby certify that the foregoing is a true and copy of the minutes of the Springerville Town

Council in a Regular Council Meeting on _____. I further certify that the meeting was duly called and a quorum was present.

Dated this _____ day of _____, 2024

_____. Kelsi Miller, Town Clerk

Members of the public who only want to provide written comments can express their comments by emailing the Town Clerk at **kmiller@springervilleaz.gov** to be read or summarized during the call to the public. All comments must be submitted by 12:00 p.m. on the day of the meeting.

Americans with Disabilities Act (A.D.A.): The Town of Springerville intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the Town Clerk at (928) 333-2656 ext. 224 forty-eight (48) hours prior to the meeting to arrange necessary accommodations.

Contact: Kelsi Miller, Town Clerk (kmiller@springervilleaz.gov (928) 333-2656 x 224) | Minutes published on 03/25/2024 at 5:03 PM