



# TOWN COUNCIL REGULAR MEETING

## Minutes

**Wednesday, August 16, 2023 at 6:00 pm**

Attendees: Staff: Town Manager Tim Rasmussen, Town Clerk Kelsi Miller,  
Town Attorney Brandon Kavanagh (telephonically), Chief of Police Dayson  
Merrill, Officer Ben Harrison, Officer Ismael Amaya, Public Works Kevin  
Plympton

**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.

### **\*\* AGENDA AMENDED 8.14.23 \*\* 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.

Terry Shove led the pledge of allegiance.

#### **2. INVOCATION:**

**Minutes:**

Pastor Randy Wilson with Ponderosa Bible Church gave the invocation.

#### **3. ROLL CALL:**

**Minutes:**

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

#### **4. PUBLIC PARTICIPATION:**

**Minutes:**

Terry Shove thanked the Round Valley Police Department on behalf of the Round Valley School Board regarding their presence and handling of the social media violent threat to the schools. Schools were shut down last Thursday as a precaution. Over the week multiple law enforcement agencies came together for the schools. Next, she updated on the Boys and Girls Club annual raffle. Tomorrow morning is the deadline to purchase tickets. They had a lot of local support this year, however she does not believe they will sell out of tickets this year.

## **5. COUNCIL, MANAGER AND STAFF REPORTS:**

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

#### **Minutes:**

Councilor Doug Henderson reported he attended an ADOT meeting with Mayor Reidhead. There was some useful information, and they made some good connections.

Mayor Shelly Reidhead reported the internet grant has finally been signed by the Governor. Things are moving forward with John Champagne getting the hospital access to that internet. She next reported Northland Pioneer College found a building and hopes to have classrooms ready in two weeks. She briefed on the ADOT board meeting she attended in Show Low was very informative regarding processes. She met with Coral Evans, with Mark Kelly's office. She is helping us with some connections. She had another meeting with ADOTs Mark Sanders regarding issues with flooding on 60/Main Street into Pima.

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

#### **Minutes:**

Manager Rasmussen updated that we are advertising for a Public Works Director, an interim Airport Manager, and a tour guide for Casa Malpais. The interviews for the tour guide are scheduled for next week. The police department is still hiring for lateral officers and cadets. Next, he reported the Town wrote a grant to WIFA for automatic water meter readers and installation for the amount of \$698,700. This application goes before the WIFA board on Wednesday, August 23rd. Either himself or someone will need to be in at that meeting to answer questions. If we get that grant the grant amount will be \$524,00 and our match will be \$174,000. We can start the RFQ's in September to move forward.

### **c. Staff Reports: Summary Updates**

#### **Minutes:**

Chief of Police, Dayson Merrill addressed the Mayor and Council. He introduced the recently hired lateral officer, Ben Harrison. He comes with a lot of experience, and we have had great feedback on him. Council welcomed him. He read his monthly stats to show the Council what they have been doing. This past month they made 31 arrests. He went over his current staffing. They have 7 sworn officers, 1 lateral working on getting hired, 1 cadet in the academy, and 8 volunteers including the CVP's. He said we are all aware of the school threat last week. He has no update other than it is an ongoing investigation and they are optimistic. The school is working on a school resource officer grant informed Terry Shove. Chief Merrill said police will continue to have presence at the schools as often as they can. He currently does not have an update on the K-9 grant. Council thanked the department for

all they do.

## 6. CONSENT ITEMS:

### Minutes:

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

DISCUSSION: None

### Vote results:

Ayes: 5 / Nays: 0

- a. Consider approval of July 19, 2023 Regular Council Meeting Minutes.
- b. Consider approval of July 25, 2023 Special Council Meeting Minutes.
- c. Consider ratification and approval of the accounts payable register from July 11, 2023 through August 8, 2023.
- d. Consider approval of Resolution 2023-R009, amending the ethics policy.

## OLD BUSINESS

## NEW BUSINESS

## 7. RESOLUTION 2023-R008:

### Minutes:

ACTION: Motioned by Councilor Douglas Henderson, seconded by Vice-Mayor Richard Davis to table this item.

DISCUSSION: Council explained that because the chamber isn't here to help us understand this request, they would like to table the item.

### Vote results:

Ayes: 5 / Nays: 0

## 8. TOURISM TAX FUND REQUEST: FALL FEST

### Minutes:

ACTION: Motioned by Councilor Douglas Henderson, seconded by Vice-Mayor Richard Davis to approve the tourism tax request in the amount of \$750.00 for the Fall Fest.

DISCUSSION: Vice-Mayor Davis said that the decorations last year were great, but people would like to see them go a little farther in both directions.

### Vote results:

Ayes: 5 / Nays: 0

## 9. RATIFICATION OF EASEMENT:

### Minutes:

ACTION: Motioned by Councilor Douglas Henderson, seconded by Vice-Mayor Richard Davis to ratify and approve the perpetual easement for public utilities as presented.

DISCUSSION: Manager Rasmussen explained that a few months ago we had two different water breaks. This specific one was a galvanized line under US 60. Public Works came up with the idea of abandoning the galvanized line and running a new line to feed the services. To do this, we

would need an easement through a lot. This is one of two that was sent out.

**Vote results:**

Ayes: 5 / Nays: 0

**10. LEASE RENEWAL - COMMUNITY PRESBYTERIAN CHURCH:**

**Minutes:**

ACTION: Motioned by Vice-Mayor Richard Davis, seconded by Councilor Donald Scott to renew the lease agreement with the Community Presbyterian Church for a period of 10 years, expiring September 30th, 2033, with the right to renew for a period of ten (10) years.

DISCUSSION: Councilor Lozoya asked who pays for the utilities. Manager Rasmussen explained we do because we are the ones using the park and maintaining that as Becker Park.

**11. COMMUNITY SERVICES TITLE VI PLAN APPROVAL:**

**Minutes:**

ACTION: Motioned by Councilor Douglas Henderson, seconded by Vice-Mayor Richard Davis to approve the Title VI plan or the ADOT 5310 grant requirements.

DISCUSSION: Robin the Community Services Director explained this is for the ADOT 5310 grant. It is a requirement to have policies in place for those that visit the center and utilize transportation services that do not speak English. In our area there is 26% of households that English is not the first language.

**Vote results:**

Ayes: 5 / Nays: 0

**12. LEGAL SERVICES:**

**Minutes:**

DISCUSSION AND DIRECTION: Staff explained to Council we have advertised multiple RFQ's for legal services. Manager Rasmussen sent out our RFQ to 11 firms in the White Mountains ranging from Show Low, Eagar, and St. Johns. Of the 11, 3 were returned undeliverable. Staff is seeking direction as to if Council would like us to continue to advertise. Council directed staff to continue advertising and put out another RFQ.

**13. EXECUTIVE SESSION:**

**a. Notice of Claim - J. Casillas**

**Minutes:**

ACTION: Motioned by Vice-Mayor Richard Davis, seconded by Councilor Donald Scott to enter into Executive Session pursuant to A.R.S. 38-431.03 (A) (3).

**Vote results:**

Ayes: 5 / Nays: 0

ACTION: Motioned by Vice-Mayor Richard Davis, seconded by Councilor Donald Scott to leave executive session and enter back into regular session.

**Vote results:**

Ayes: 5 / Nays: 0

**b. \*\*AMENDED 8.14.23\*\* - TOWN MANAGER CONTRACT**

**Minutes:**

ACTION: Motioned by Vice-Mayor Richard Davis, seconded by Councilor Donald Scott to enter into Executive Session pursuant to A.R.S. 38-431.03 (A) (1).

**Vote results:**

Ayes: 5 / Nays: 0

ACTION: Motioned by Councilor Donald Scott, seconded by Vice-Mayor Richard Davis to leave executive session and enter back into regular session.

**Vote results:**

Ayes: 5 / Nays: 0 ACTION: Motioned by Vice-Mayor Richard Davis, seconded by Councilor Donald Scott to enter into Executive Session pursuant to A.R.S. 38-431.03 (A) (3).

**Vote results:**

Ayes: 5 / Nays: 0

Vice-Mayor Davis left the meeting at approximately 6:57 p.m.

ACTION: Motioned by Councilor Douglas Henderson, seconded by Councilor Donald Scott to leave executive session and enter back into regular session.

**Vote results:**

Ayes: 4 / Nays: 0

**14. \*\*AMENDED 8.14.23\*\* ACTION AS A RESULT OF EXECUTIVE SESSION:**

**Minutes:**

Discussion: Councilor Douglas Henderson stated there will be no action as a result of executive session, things have been resolved.

**15. ADJOURNMENT:**

**Minutes:**

ACTION: Motioned by Councilor Donald Scott, seconded by Councilor Douglas Henderson to adjourn the meeting at 7:21 p.m.

DISCUSSION: None **Vote results:** Ayes: 4 / Nays: 0

\_\_\_\_\_.

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 Meeting on \_\_\_\_\_. I further certify that the meeting was duly called and a quorum was present.

**Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023**

\_\_\_\_\_ 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](mailto: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.

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Contact: Kelsi Miller, Town Clerk ([kmiller@springervilleaz.gov](mailto:kmiller@springervilleaz.gov) (928) 333-2656 x 224) | Minutes published on 08/22/2023, adopted on 09/20/2023