

**MINUTES OF THE REGULAR MEETING
OF THE HONORABLE TOWN COUNCIL
OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA,
HELD ON THURSDAY, NOVEMBER 21, 2019
IN THE TOWN COUNCIL CHAMBERS LOCATED AT
325 W. WHITE MOUNTAIN BOULEVARD, LAKESIDE, AZ 85929**

A. Call to Order

Mayor Irwin called the meeting to order at 6:01 p.m.

➤ Roll Call

The following Council Members were present:

Stephanie Irwin	Mayor
Jerry Smith	Vice Mayor
Kathy Dahnk	Council Member
Carla Bowen	Council Member
Jim Snitzer	Council Member
Mazie Hastings	Council Member
Lynn Krigbaum	Council Member

Also Present:

Keith Johnson	Town Manager
Kevin Rodolph	Finance Director
Jill Akins	Town Clerk
Matt Patterson	Public Works Director
Dan Barnes	Police Chief
Tony Alba	Community Services Manager
Cody Blake	Community Development Director
Dustin Whipple	Roads Manager

➤ **Pledge of Allegiance and Invocation**

Mayor Irwin led the Pledge of Allegiance to the Flag.

Reverend Sheryl Padgett delivered the Invocation.

B. Call to the Public

Mayor Irwin called for public comments. No comments were offered.

C. Consent Agenda

Mayor Irwin announced consideration of the Consent Agenda and explained that all items listed would be acted upon by a single vote of the Council, unless a member of the Council asked that specific items be removed from the Consent Agenda, discussed and voted upon separately.

Vice Mayor Smith moved for passage of the Consent Agenda as presented. Council Member Dahnk seconded the motion and by show of hands the following vote was recorded:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Mayor Irwin		
Vice Mayor Smith		
Council Member Dahnk		
Council Member Bowen		
Council Member Snitzer		
Council Member Hastings		
Council Member Krigbaum		

Mayor Irwin then declared that all consent agenda items in these minutes were approved, passed and adopted with a 7-0 vote.

C.1 **Approval of the Minutes of the Town Council
Regular Meeting held on November 7, 2019**

By a unanimous vote under the Consent Agenda, Town Council approved the minutes of the Town Council Regular meeting held on November 7, 2019.

C.2 Approval of the Minutes of the Advertising and Promotion Committee Meeting held on October 16, 2019

By a unanimous vote under the Consent Agenda, Town Council approved the minutes of the Planning and Zoning Commission Meeting held on October 16, 2019.

C.3 Approval of the Minutes of the Mayor's Youth Advisory Committee held on August 15, 2019.

By a unanimous vote under the Consent Agenda, Town Council approved the minutes of the Mayor's Youth Advisory Committee held on August 15, 2019.

D. Business Before the Council

Mayor Irwin announced that Public Comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by Staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

D.1 Consider Resolution No 19-1530 for PR 19-002 Mountain Meadow Recreation Center Soccer Field Lighting.

Public Works Director Patterson explained that the Town of Pinetop-Lakeside Town Council adopted the Mountain Meadow Recreation Complex Infrastructure Improvement Plan on January 17, 2019 (Resolution Number 19-1489). This IIP set forth a detailed plan of improvement for various infrastructure concerns within the Park. The installation of lights at the Soccer Fields is a fundamental improvement for the fields section of the park.

The Town of Pinetop-Lakeside is a member of 1 Government Procurement Alliance (1GPA) and as such is eligible to access prequalified contractors and vendors. 1GPA Contract No. 18-23DP-01 facilitates the purchase and installation of Musco Lighting fixtures, pole and controls. This will allow the Town to purchase the necessary lighting affording expedited and economical advantages for the Town.

The lights include a product assurance and warranty program that covers materials and onsite labor, and reduces energy and maintenance costs by 40% to 85% over typical 1500W metal halide equipment. The Public Works Department will complete the necessary preliminary preparation for the project. It is anticipated that the lights will be installed in the winter of 2020.

Director Patterson said that Town Staff recommends utilizing the 1GPA Purchase Contract No. 18-23PO-01 to expedite the purchase of the lights from Musco Lighting in the amount of \$115,500.00 for the Mountain Meadow Recreation Complex.

In response to Council Member Bowen, Director Patterson explained that the sprinklers will not be a problem since the fields will have to be torn up to install the conduit and the lights.

In response to Vice Mayor Smith, Director Patterson said two lights will be purchased for one field and two additional lights will be purchased when the other field is read and the conduit can be installed.

Council Member Dahnk moved for passage of Resolution No. 19-1530 utilizing the 1GPA Purchase Contract No. 18-23DP-01 to secure the purchase for the Pinetop-Lakeside Mountain Meadow Recreation Complex Soccer Field Light Installation Project No. PR 19-002 to Musco Lighting in the amount of \$115,500.00; and authorize the Town Manager to execute all documents necessary in connection with this project. Council Member Snitzer seconded the motion and by show of hands the following vote was recorded:

AYES

ABSTAIN

NAYS

Mayor Irwin
Vice Mayor Smith
Council Member Dahnk
Council Member Bowen
Council Member Snitzer
Council Member Hastings
Council Member Krigbaum

Mayor Irwin then declared Resolution No. 19-1530 approved, passed and adopted with a 7-0 vote.

D.2 Consider Resolution No. 19-1531 and the Intergovernmental Agreement with the City of Show Low to provide IT services for the Police Department.

Finance Director Rodolph said that the Town has used a specific vendor to provide information technology services for the entire Town. Issues with this vendor have caused staff to explore options for these services. There are special requirements for provision of information technology services for a police department- such as security clearances, proprietary software, protocol, etc. Staff believes we have found a viable alternative for the provision of information technology services for our police department, and are recommending that Council approve the attached IGA with the City of Show Low. He explained that the Town is already contracting with the City of Show Low for the provision of dispatch services. The City of Show Low's information technology services department is well aware of these requirements. Staff feels that it is in the best interest of the Town to carve the police department information technology services from our current provider, and enter into the attached IGA with the City of Show Low.

In response to Council Member Dahnk, Finance Director Rodolph said that the 2019/2020 budget does allow for this cost out of general services.

Council Member Dahnk moved for passage of Resolution No. 19-1531 authorizing the attached intergovernmental agreement with the City of Show Low for cost sharing of an employee for information technology services for the Police Department. Vice Mayor Smith seconded the motion and by show of hands the following vote was recorded:

AYES

ABSTAIN

NAYS

Mayor Irwin
Vice Mayor Smith
Council Member Dahnk
Council Member Bowen
Council Member Snitzer
Council Member Hastings
Council Member Krigbaum

Mayor Irwin then declared Resolution No. 19-1531 approved, passed and adopted with a 7-0 vote.

D.3 Information and Presentation regarding Apache County Coalition EPA Brownfields Assessment Grant Application.

Finance Director Rodolph said that Apache County approached the Town and asked if we would like to be part of a coalition that is applying for a Brownfield assessment grant. If the grant is awarded, it would not cost us anything to be a participant.

Finance Director Rodolph high-lighted the following points:

- The purpose of the grant is to identify, assess and help plan for the cleanup and redevelopment of vacant, abandoned, underutilized and contaminated property (also known as Brownfield). The Town utilized a Brownfield grant from Arizona Department of Environmental Quality (ADEQ) for the remediation of asbestos at old Town Hall.
- Participants: Apache County, and the cities of St. Johns, Springerville, Eagar and Pinetop-Lakeside
- The value of the grant is \$600,000 to be divided between coalition members. There is no matching requirement and the coalition does not have to contribute any money to be eligible for the grant.
- The grant is for a period of three years. Announcement of the grant awards will be made in May – June 2020 and money will be available October 1, 2020.
- Although this is an assessment grant, which means money from the grant is not available for cleanup, money to perform site cleanup should be available from the Arizona Department of Environmental Quality.
- The Town is submitting three possible sites: the Police Department, Downtown Lakeside (Mogollon Tavern, Lakeside Market), and the Safeway shopping plaza/Elk Ridge.
- Community support is critical for award. It is recommended that organizations such as the Chamber of Commerce, Rotary and Kiwanis offer letters of support.

In response to Council Member Snitzer, Director Patterson said the old Town Hall site is included in the Police Department area.

In response to Council Member Dahnk, Finance Director Rodolph said there is no specific plan for the downtown Lakeside area, just general economic re-development.

In response to Council Member Krigbaum, Finance Director Rodolph said that Apache County would take the lead on this coalition.

Director Patterson explained that a Brownsfield Grant has to be used for remediation or clean-up and said that is why the areas have been left broad, with no specific detail.

In response to Council Member Dahnk, Director Patterson said that it would be the land and the structural property.

Mayor Irwin said this is just assessment of properties and areas for mitigation, nothing specific.

In response to Council Member Bowen, Community Development Director Blake explained that it would basically only cover one side of the road, from Porter Mountain Road, on the north side of the road, to Penrod, on the north side of the road.

In response to Council Member Krigbaum, Director Blake stated that the vacant gas station in Pinetop has been purchased by the owners of Chevron and said that the station will be remodeled and the tanks will be changed out in Spring 2020.

D.4 Consider Resolution No. 19-1532 and the Memorandum of Agreement for Northeastern Arizona 9-1-1-Users.

Chief Barnes stated that the State of Arizona 9-1-1 Office is requiring agencies in the Northeastern Arizona 9-1-1 Users Association (NAUA) to approve this MOA so the NAUA 9-1-1 System Administrator can process Public Safety Answering Point (PSAP) payments to service providers. Previously, the billing to service providers was handled by the State 9-1-1 Office. Without the agreement in place, State PSAP funding would be suspended, which will cause a loss in service level.

The MOA outlines the multifunctional roles with respect to information sharing of authorized information to assist during emergency events and to develop a partnership focused on preparing for and responding to emergencies. NAUA is also required to share 9-1-1 call data and up-to-date and accurate GIS information with the State to satisfy annual funding and system requirements.

The following are approximate monthly costs for NAUA that are paid by the State of Arizona 9-1-1 office:

- ACSO - \$2,200
- NCSO - \$2,500
- SLPD/PLPD - \$1,100
- STPD - \$1,000
- WMAT - \$1,300
- Additionally, each PSAP shares the cost of \$10,700 for various maintenance costs plus \$20-\$30 for long distance calls on the Century Link System.
- Totaling approximately \$19,000 a month for each PSAP.

Chief Barnes recommends the approval the agreement between Navajo County and Apache County Sheriff’s Office, Show Low Police Department, Pinetop-Lakeside Police Department, Snowflake-Taylor Police Department and Whiteriver Tribal Police Department for sharing of authorized information to assist during emergency events and to develop a partnership focused on preparing for and responding to emergencies.

Council Member Dahnk moved to adopt Resolution No. 19-1532, entering into a MOA for NAUA Cooperative Agreement for Public Safety between Navajo County and Apache County Sheriff’s Office, Show Low Police Department, Pinetop-Lakeside Police Department, Snowflake-Taylor Police Department and Whiteriver Tribal Police Department. Vice Mayor Smith seconded the motion and by show of hands the following vote was recorded:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Mayor Irwin		
Vice Mayor Smith		
Council Member Dahnk		
Council Member Bowen		
Council Member Snitzer		
Council Member Hastings		
Council Member Krigbaum		

Mayor Irwin then declared Resolution No. 19-1532 approved, passed and adopted with a 7-0 vote.

D.5 Reports from Council Committee Liaison.

Mayor Irwin announced that due to the inclement weather conditions the Council will only announce critical information this evening.

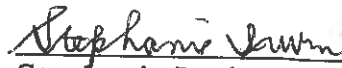
Mayor Irwin announced to let Manager Alba know if any members of the Council will be attending the Chamber of Commerce Holiday Breakfast on Friday, December 6, 2019 at 7:00 a.m. at Hon-Dah.

Town Manager Johnson reminded the Council of the Town's Employee Thanksgiving Potluck on Friday, November 22, 2019 at 11:00 a.m.

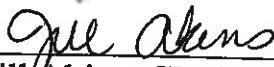
Town Manager Johnson invited the Council to attend the ribbon cutting at the Country Court on Friday, November 22, 2019 at 4:00 p.m. He said that he and Manager Alba are planning to attend the ribbon cutting.

E. Adjournment

There being no further business at this time, the meeting was adjourned at approximately 6:28 p.m.


Stephanie Irwin
Mayor

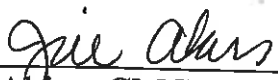
ATTEST:


Jill Akins, CMC
Town Clerk



I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular meeting of the Town Council of Town of Pinetop-Lakeside, Arizona, held on the 21st day of November, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 21st day of November, 2019


Jill Akins, CMC
Town Clerk

