



# TOWN COUNCIL REGULAR MEETING

## Minutes

Wednesday, February 16, 2022 at 6:00 pm

**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 Hanson called the meeting to order at 6:00 p.m.

Doug Henderson led the pledge of allegiance.

### 2. ROLL CALL:

#### Minutes:

The Town Clerk completed a roll call. Councilor Douglas Henderson - Present, Vice Mayor Robert MacKenzie - Present, Mayor Phil Hanson - Present, Councilor Richard Davis - Present, Councilor Shelly Reidhead - Present.

A quorum is present.

### 3. PUBLIC PARTICIPATION:

#### Minutes:

Terry Shove addressed the Mayor and Council. She updated that both Round Valley Varsity basketball teams are going state. They have 297 little league basketball teams that play in both Round Valley and St. Johns. She let them know that things at the schools are going well. They have 100 more students this year than last year. The elementary school is up to 540 students. Kindergarten will be moving back to the old

school on Maricopa to give a little more space. The school is also re-evaluating how they will handle fifth graders next year.

#### **4. ANNUAL AUDIT PRESENTATION:**

##### **Minutes:**

Scott Graff with Colby and Powell, PLC introduced himself to the Mayor and Council. He started the presentation by explaining who they are and what they do. He described their responsibilities, and that the Town is responsible for internal controls, policy, and correct financial statement preparation. The Town is overall responsible for catching errors and fraud. The auditors opinion is that based on the information Springerville has provided we have a clean audit, free of findings and minimal journal entry requests. They feel our finance department is doing a fantastic job. He gave an overview of the general fund, utility funds, and highway users revenue funds 5-year comparison. The general fund has grown by \$2.7 million since 2017. Our expenditures have also increase. This shows a healthy general fund when there are governmental activities. Overall, the net position is improving. He explained that cities can't use HURF funds to pay for water lines and can't use water funds to pay for roads. These funds are restricted to usage specifically for their purposes. Although we had a deficiency in utility funds of \$6,000 that is very close to breaking even in a utility fund. The goal for a healthy utility fund is for it to cover the cost of providing the service. There are some towns that have to subsidize from the general fund to cover their operating of the utilities, so we are doing good. He reminded them when looking at utility funds, you have to account for depreciation of assets. With depreciate there will be costs associated with replacing them. The Town can find some grants to help with replacing utility infrastructure, but you can't rely on grants alone. He audits over 20 towns and Springerville is doing great.

#### **5. LITTLE COLORADO MEATS PRESENTATION:**

##### **Minutes:**

Terry Shove addressed the Council. She let them know that the Little Colorado Meats project is a result of an activity done by community members forming the Foundation for Little Colorado Revitalization group. It was a learning process for them. Some aspects went very well, and some did not. One thing they discovered from this is the need for local food production and supporting the local economy by doing this. The group also completed a feasibility study, created a committee to try to get a swimming pool, worked on identifying needs for tourism, and created the revolving loan program. That program was very successful. They loaned to four companies. These companies are all paying their loan payments back. The bearded brother's glass shop is one of their greatest achievements as they were able to purchase the equipment for tinting and keeping more business local. The money for the loans came from Towns, the industrial development committee, and the County. The group also did a retail program for students. She introduced Karalea Wiltbank to give an update on the Meat Processing project. This project will be a social enterprise connecting

local consumers with local producers. The processing location will be on Highway 260 by the Nicolls beam plant. She went over the start up investment amount, the jobs created over a two year period, and the economic impact it will produce. They plan to officially open May of 2022.

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

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

#### **Minutes:**

Mayor Hanson welcomed new Council Member Doug Henderson and thanked the Town Clerk for the Council tablets.

Councilor Henderson reported he went to Planning and Zoning last week and has been visiting with Town employees in different departments.

### **b. Manager Christopher Collopy: Summary Updates & presentation(s)**

#### **Minutes:**

Manager Collopy reminded Council that the March meeting will be a week early next month falling on March 9th. This is due to Spring Break and the Clerk being out of town. He let Council know if they need help learning how to use the new tablets to see Kelsi. Next he updated that after some very good interviews for the Museum Director position we have decided to promote Marcie Bafford from the Finance Department. Interviews to fill Marcie's position will be as soon as we have a good applicant pool. Public Works Director interviews will be held on February 22nd. We have two internal applicants and some external.

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

#### **Minutes:**

Chief of Police Dayson Merrill addressed the Council. He updated that he did not get stats in on time to hit agendas, but numbers have declined. For six weeks they have been doing 24-hour coverage, 7 days a week, with only 3 officers. The 4th officer will be returning tomorrow. He let them know that he last reported that we have a cadet for the Police Academy. They no longer have a cadet; it did not work out. We still have a couple open positions within the department. He attended the career day event for the 8th graders and were the most popular booth. He lastly reported he has two potential lateral officers interested in coming to Springerville. Council thanked Dayson and his department for their hard work.

Fire Chief Lucas Reynolds let Council know that they have the stats included in their packet. He let them know they had a chimney fire on Valentines Day. They are bringing on new volunteers. They promoted FF Tadlock to Lieutenant. The Conference room at the station is being used often. They recently hosted a conference for the US Forest Service and a training for the AZ Department of Forestry. He lastly updated that they have applied for some grants for turnouts.

## **7. CONSENT ITEMS:**

**Minutes:**

ACTION: Robert MacKenzie/ Shelly Reidhead motioned to approve consent items 7a, 7b, 7c, 7d, and 7e as presented.

DISCUSSION: None

**Vote results:**

Ayes: 5 / Nays: 0

- a. **Consider approval of the January 12, 2022 Town Council Special Meeting minutes.**
- b. **Consider approval of the January 19, 2022 Town Council Regular Meeting minutes.**
- c. **Consider ratification and approval of accounts payable register from 1/11/2022 to 2/06/2022.**
- d. **2021 Tree City USA Arbor Day Proclamation**
- e. **Notice of intent for fees associated with the Fire Department and Police Department Services.**

## OLD BUSINESS

### 8. SECOND READING OF ORDINANCE 2022-001:

**Minutes:**

Mayor Hanson completed the second reading of Ordinance 2022-001.

## NEW BUSINESS

### 9. RESOLUTION 2022-R001:

**Minutes:**

ACTION: Robert MacKenzie / Shelly Reidhead motioned to approve Resolution 2022-R001, adopting Ordinance 2022-001 regarding Floodplain management by reference and declaring a public record.

READING: Kelsi Miller read Resolution 2022-R001 out loud.

DISCUSSION: None

**Vote results:**

Ayes: 5 / Nays: 0

### 10. FIRST READING OF ORDINANCE 2022-002:

**Minutes:**

Mayor Hanson read out loud Ordinance 2022-002.

DISCUSSION: Chief Reynolds gave the Council the definition of a battalion chief and the definition of an assistant chief. Based on these definitions the current Battalion Chief is acting as an Assistant Chief not a Battalion. They wish to update the code to reflect his job duties.

### 11. PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM FUNDING POLICY UPDATE:

**Minutes:**

ACTION: Robert MacKenzie / Doug Henderson motioned to adopt the presented Public

Safety Retirement funding policy to accept the assets, liabilities, and current funding ratio for the Town's PSPRS trust funds based on the current actuarial.

DISCUSSION: None

**Vote results:**

Ayes: 5 / Nays: 0

**12. IRRIGATION WATER:**

**Minutes:**

DISCUSSION AND DIRECTION: Manager Collopy explained the Town waters the park behind Town Hall with irrigation water. When that field is flooded it is unusable as a park as well as increases the mosquitos around the park. Councilor Reidhead let them know the Town can lease the water out, but she does not support us selling the water rights. They discussed if they do lease out the water it has to be to someone on the same ditches as us and the same schedule. Their are only a select few that would be eligible. They next discussed the sprinklers will need to be installed first. We have budgeted for the sprinkler project this fiscal year. Council directed staff to contact the irrigation office to look at options of leasing the water out.

**13. EXECUTIVE SESSION:**

**Minutes:**

FIRST ACTION: Robert MacKenzie / Shelly Reidhead motioned to enter into Executive Session at 6:57 p.m.

Ayes: 5

Nays: 0

SECOND ACTION: Robert MacKenzie / Shelly Reidhead motioned to leave Executive Session and enter back into Regular Session at 7:23 p.m.

Ayes: 5

Nays: 0

**14. POSSIBLE ACTION AS A RESULT OF EXECUTIVE SESSION:**

**Minutes:**

No action was taken.

**15. ADJOURNMENT:**

**Minutes:**

ACTION: Robert MacKenzie / Shelly Reidhead motioned to adjourn at 7:24 p.m.

**Vote results:**

Ayes: 5 / Nays: 0

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 during the call to the public. All comments must be submitted by 5:00 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 03/03/2022, adopted on 03/09/2022