

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
August 27, 2015**

Library Auditorium/Council Chambers
7401 E. Civic Circle
Prescott Valley, Arizona 86314

1. CALL TO ORDER

Mayor Skoog called the meeting to order at 5:30 p.m.

2. INVOCATION

Pastor Joe Berna of Bethel Baptist Church gave the Invocation.

3. PLEDGE OF ALLEGIANCE

Larry Jacobs led in the recitation of the Pledge of Allegiance

4. ROLL CALL

Present: Mayor Skoog, Vice Mayor Anderson, Council Member Grossman, Council Member Nye, and Council Member Whiting.

Absent: Council Member Mallory and Council Member Marshall.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. MPC Service Award - Carm Staker

This item was tabled until a later date as Ms. Staker was unable to attend.

b. Student of the Month - Kaitlyn DeHerrera

Council Member Whiting gave the educational background information about Kaitlyn who is the August Student of the Month from Bradshaw Mountain High School. She excels in a lot of community and academic activities and has leadership skills that exemplify the values of Rotary Club as well as the Town of Prescott Valley and the high school. She participates in campus clubs, is a math whiz an honor student and pursues college courses.

Kort Miner, Principal of BMHS, said Kaitlyn was nominated by staff and is a phenomenal person. She is involved in numerous activities at school, takes AP courses and takes honors

classes, is in the top three percent of her class with a 4.483 grade point average which will rise to 4.6 after her college classes have been added in. She epitomizes excellence.

Kaitlyn thanked Council and the Rotary Club saying this is a great honor. She thanked Mr. Dan Streeter and Mr. Kort Miner, her Councilor Ms. LaSalle and especially her family for supporting her every step of the way. She introduced her Mother who expressed her appreciation to Mr. Miner for making Bradshaw a culture of excellence as well as giving Kaitlyn the opportunity to grow. Kaitlyn has always had potential but that has given her the venue to take all the challenging courses and do what she does. She also expressed appreciation to the Town of Prescott Valley Council and Rotary for recognizing her daughter. She also thanked her daughter for being the wonderful person she is.

Council Member Whiting presented Kaitlyn with a Certificate and a paperweight from the Rotary Club, Bradshaw Mountain High School and Council designating her as the August Student of the Month.

c. Chamber of Commerce

Zack Hurt of the Chamber of Commerce introduced Daniel Lee owner of the new business *Prescott Dirt* on SR 69. Lee told a little bit about what products they provide. They can be reached at 775-9030.

Hurt also announced that the Home, Health and Lifestyle Expo is coming up on September 12th and 13th and the Chamber Breakfast on October 6th.

d. Parks & Rec New Employee Introductions: Megan Murphy & Adam Garner

Parks & Rec Manager Jason Elmer introduced new staff members Megan Murphy and Adam Garner. Megan, recently of Sierra Vista, said it feels good to get a job in the field she trained for. She thanked Council for hiring her to the job of her dreams. Her goals are a healthy lifestyle and sustainability. Adam said he is an irrigation technician coming from a distribution background with the Town. He has the goal of water conservation and keeping everything green.

e. Volunteer Asset Study Phase 1, Town Parks 2015 by Volunteer Lisa Wells, & Capital Projects Coordinator Kim Moon

Kim Moon Capital Improvement Project Coordinator introduced Volunteer Lisa Wells who completed the Asset Study, Phase I Town Parks 2015. Lisa came in a few times a week for over five months to collect data from the parks chosen for multiple valuable purposes and can be used as a tool and cornerstone for additional projects.

Lisa said her experience with the Volunteer Central program has been nothing but a positive experience. Lisa said she found the project rewarding and fulfilling and working with Kim was a very positive experience. Kim is a consummate professional, down to earth and a confident person. Lisa spoke highly of the Volunteer Central program and thanked Heidi for marrying people with the skills matched to the needs of the town. This project compiled a vast array of

information about each park into one database that puts useful current information into the hands of anyone who can use it. Lisa thanked both ladies and the Council for this opportunity to serve the community. Heidi thanked Kim and Lisa for their positive comments about Volunteer Central and the project completed.

6. PROCLAMATIONS

a. Employer Support of the Guard & Reserve Week

Town Clerk Diane Russell read the Employer Support of the Guard & Reserve Week proclamation. ESGR representatives Larry Jacobs, Larry Grave and Tony Morrison came forward to thank the Council for the proclamation and told a little about the Employer Support of the Guard and Reserves program. They work with the guard and reserve members and employers to “keep things going on an even keel”. Arizona has over 14,000 citizen soldiers and thanked the employers for supporting them as they meet the needs of our nation. Since 9/11, 906,000 nationwide reservists have been deployed to serve. ESGR focuses on hiring and giving 10 different awards a year, 2 of which are going to Arizona employers. They presented the Town with a plaque as a municipality that provides support to the guards and citizen soldiers. Vice Mayor Anderson said he knows the importance of the support.

b. Patriot Week

Town Clerk Diane Russell read the Patriot Week proclamation. Chairperson of the Prescott Valley Healing Field Darlene Packard introduced her team members, and then distributed T-shirts to each Council Member. Four events will be held throughout the week: a blessing of the flag field, a patriot run fund raiser, the Prescott Pop Symphony concert and a 9/11 ceremony. Council Member Grossman added that the symphony is an outdoor event and free to the public. Vice Mayor Anderson said “you need to see this - the vision of these flags flying will stop you in your tracks”. Everyone is encouraged to attend these events.

7. CERTIFICATES

a. Certificate of Appreciation to Shawn Caswell for 15 years of service

Lt. Scott Stebbins gave the biography of Corp. Shawn Caswell's 15 year career with the PVPD. Shawn thanked them for having him for 15 years. Vice Mayor Anderson and Mayor Skoog thanked him for his dedication and service to the Town. Mayor Skoog presented him with a Plaque of Appreciation, pin and gift certificate for his service. Deputy Chief James Edelstein said Shawn was one of the most eager learners he has ever taught. He continues to serve this community honorably.

b. Certificate of Appreciation to Geni LeQuesne for 15 years of service

Lt. Scott Stebbins gave the background of Geni's career and family life over the last 15 years with the Town. Stebbins said she is a person of few words but her actions speak volumes. Geni

thanked Council for the opportunity to work for a great town. Deputy Chief James Edelstein said she is one of 3 members of their administrative support at the PD. They could not do what they do without her. Geni's husband Bruce said she is the cornerstone to their family. Vice Mayor Anderson recognized that she is one who takes care of the behind the scene details, thanked her and told her to keep up the good work. Mayor Skoog presented her with a plaque, pin and gift certificate for her 15 years of service.

c. Certificate of Appreciation to Mike Morris for 15 years of service

Lt. Scott Stebbins gave the biography of Sgt. Mike Morris's 15 year law enforcement career with the Town. Mike thanked everyone, but said 15 years makes him feel old now. He thanked his wife, family and the great support system. Deputy Chief James Edelstein said Mike is a great example of what leaders do at the agency. He does a lot to give back to the community and the troops he leads. He trusts his troops and they trust him. Mayor Skoog presented him with a plaque, pin and gift certificate for his 15 years of service

d. Certificate of Appreciation to Jeremy Martin for 10 years of service

Lt. Scott Stebbins gave an overview of Jeremy Martin's educational background and 10 year law enforcement career with PVPD. Jeremy expressed his thanks for 10 meaningful years with the department. Mayor Skoog presented him with a plaque and pin for his 10 years of service. Deputy Chief James Edelstein said Jeremy has a real passion for physical fitness and is bringing that passion back to the police department.

Vice Mayor Anderson congratulated all of the recipients and thanked them for being a part of our town. Council members thanked all of them for what they give to our community and see how they each bring a piece of the puzzle to the police department. It is a great testament to our community that our officers stay on for 10 and 15 years and look forward to coming to work every day. Mayor Skoog said these 4 employees represent 55 years of service to our town and expressed his appreciation to the police department.

8. COMMENTS/COMMUNICATIONS

No comments were forthcoming.

9. CONSENT AGENDA

a. *Approving the August 13, 2015 Council meeting minutes*

b. *Approving the June 9, 2015 Board & Commission Selection Committee Regular and Executive Minutes*

c. *Approving the routine destruction of records*

d. *Approving the TPT Quarterly Tax Report*

- e. *Approving Accounts Payable*
- f. *Approving an Agreement with the Arizona Game and Fish Department to participate in the Fain Lake Sediment Mitigation project*
- g. *Approving obtaining the Rights-of-Way for the Glassford Hill Trail project from the Arizona State Land Department for the sum of \$167,826.00*

Vice Mayor Anderson made the MOTION, seconded by Council Member Grossman, to approve all items listed on the consent agenda, by roll call vote. MOTION carried with 5 ayes and 0 nays.

10. *OLD BUSINESS (FOR ACTION)*

- a. *Consideration of reading Ordinance No. 807 by title only, and then placing the same on final passage adopting the Amendments to Town Code Chapter 2 - Mayor and Council*

Town Clerk Diane Russell commented that the recommended changes to the Town Code are predominantly housekeeping matters to reflect the latest legislative election changes. Russell read Ordinance No. 807 by title only for the second reading at the request of Mayor Skoog.

Mayor Skoog asked “Shall the ordinance pass?” The ordinance passed adopting the Amendments to Town Code Chapter 2 Mayor and Council, by roll call vote with 5 ayes and 0 nays.

11. *NEW BUSINESS (FOR REVIEW, COMMENT, AND/OR POSSIBLE ACTION)*

- a. *Consideration of approving the reappointment of Cal Nigh to the Building Board of Appeals*

Vice Mayor Anderson said that on September 5, 2015 Cal Nigh’s term on the Building Board of Appeals will come due for renewal. He submitted the renewal application letter choosing to be reappointed. Cal Nigh was first appointed to a partial term on this board on January 11, 2007 and this re-appointment will be his 6th consecutive term. Vice Mayor Rick Anderson and Council Members Mary Mallory and Lora Nye are recommending the re-appointment of Cal Nigh for a term with a renewal date of September 5, 2017

Council Member Nye made the MOTION, seconded by Vice Mayor Anderson, to reappointment Cal Nigh to the Building Board of Appeals to a term with a renewal date of September 5, 2017, by roll call vote. MOTION carried with 5 ayes and 0 nays.

- b. *Consideration of approving the reappointment of Jim Pape to the Building Board of Appeals*

Vice Mayor Anderson said that On September 5, 2015 Jim Pape’s term on the Building Board of Appeals will come due for renewal. He submitted the renewal application letter choosing to be

reappointed. Jim Pape was first appointed to a partial term on this board on October 8, 2009 and this re-appointment will be his 4th consecutive term. Vice Mayor Rick Anderson and Council Members Mary Mallory and Lora Nye are recommending the re-appointment of Jim Pape for a term with a renewal date of September 5, 2017. Council member Nye said we are really lucky that we have people who are willing to serve and thanked them for making this community hum and a special place to be.

Council Member Nye made the MOTION, seconded by Vice Mayor Anderson, to reappointment Jim Pape to the Building Board of Appeals to a term with a renewal date of September 5, 2017, by roll call vote. MOTION carried with 5 ayes and 0 nays.

c. Consideration of approving the reappointment of Ron Owsley to the Building Board of Appeals

Vice Mayor Anderson said on September 5, 2015, Ron Owsley's term on the Building Board of Appeals will also come due for renewal. He submitted the renewal application letter choosing to be reappointed. Ron Owsley was first appointed to a partial term on this board on April 10, 2014 and this re-appointment will be his 2nd consecutive term. Vice Mayor Rick Anderson and Council Members Mary Mallory and Lora Nye are recommending the re-appointment of Ron Owsley for a term with a renewal date of September 5, 2017.

Vice Mayor Anderson made the MOTION, seconded by Council Member Grossman, to reappointment Ron Owsley to the Building Board of Appeals to a term with a renewal date of September 5, 2017, by roll call vote. MOTION carried with 5 ayes and 0 nays.

d. Consideration of approving the purchase of Powell E-Pro emergency valve shut-off systems and spare parts based on the lowest quote in the amount of \$99,961.96

Utility Director Neil Wadsworth commented that emergency shut off valves are installed at the well sites to automatically shut a chlorine tank down should a leak occur so that we do not have a long-time exposure of chlorine getting out into the environment. This purchase would bring the town up to a total of 17 shut off valves. Additional valves will be purchased next fiscal year so that all wells will be equipped with these shut off valves. Vice Mayor Anderson commented that we currently have some of the best water available in this area and this will help us stay that way.

Council Member Grossman made the MOTION, seconded by Council Member Whiting, to approve the purchase of Powell E-Pro emergency valve shut-off systems and spare parts based on the lowest quote in the amount of \$99,961.96 as outlined in the Fiscal Analysis, by electronic vote. MOTION carried with 5 ayes and 0 nays.

e. Consideration of approving an Amendment to the Town Engineer Agreement with Dava & Associates, Inc. to provide professional design and construction administration services in the amount of \$27,840.00, for the Crossroads Water Main Installation Project, CIP # W378

Neil Wadsworth said we talked about this project at work study not too long ago. The Town will put a replacement water line in front of the Crossroads Shopping center as we lost the ability to

use the old line a number of months ago. The old line is significantly deep and a new water line is needed there. This is the start of the process.

Council Member Nye made the MOTION, seconded by Council Member Grossman, to provide professional design and construction administration services in the amount of \$27,840.00, for the Crossroads Water Main Installation Project, CIP # W378, by roll call vote. MOTION carried with 5 ayes and 0 nays.

f. Consideration of approving an Amendment to the Town Engineer Agreement with Dava & Associates, Inc. to provide professional design and construction administration services in the amount of \$11,800 for the 7th Street Water Main Installation Project, CIP # W350

Neil Wadsworth said this is a small water project to connect two water mains, one down 1st Street and one down 2nd Street both of which are south of SR 69. This will provide redundancy on 7th Street which is parallel to Glassford Hill Rd. Council member Whiting commented that all three items discussed this evening are budgeted for this year.

Council Member Whiting made the MOTION, seconded by Council Member Nye, to approve this Amendment to the Town Engineer Agreement with Dava & Associates, Inc. to provide professional design and construction administration services in the amount of \$11,800 for the 7th Street Water Main Installation Project, CIP # W350, by roll call vote. MOTION carried with 5 ayes and 0 nays.

12. COMMENTS FROM THE PUBLIC

- a. Ms. Cheryl St. Charles said she wants to know why the Town has not met its requirements to maintain the streets in Mingus West. She has lived in this area for 13 years and only seen three oil/gravel applications used on their streets. There are multiple five year old cracks which have only been sealed and now have concave structure problems. Water erosion washes the crack seal out and the holes become deeper. She pointed out the new construction on Robert Rd. and other Prescott Valley roads that are consistently maintained. She made several attempts to contact Alex Romero (Public Works) without receiving a response. She thanked Lea Duke for advocating on her behalf to get a response from Alex Romero. Mr. Romero said that on July 1 the Town should receive its state funding. Romero also confirmed that the Mingus West residents had been very patient with the Town to maintain the roads in their area and that he would visit the area in July to observe the streets. Nothing has been done to this day. She asked for a definite timeline in a letter or email as to when the Mingus West streets will be properly maintained. She thanked the Mayor and Council Members for allowing her to voice her concerns.

Town Manager Larry Tarkowski said Public Works inspectors have been to Mingus West. Adjacent to her property is a fire hydrant used by a number of private sector water hauler trucks that retail water in that area. There is going to have to be some major repair done at that location because of settling due to the water hauler trucks. It will be done. More importantly, a staff proposal will be heard at the work study the first week in

October to deal with the real problem. The town has a number of roads that are in dramatic need of maintenance which has been deferred due to the economy. A proposal will be made in October. Hearing that they have had three road repairs tells him that is a better average than the rest of town has experienced during the significant recession we just came through.

- b. Ms. Robin Boykin said they bought residential property next to a beautiful park in Viewpoint as they knew that no one would ever build there. They received no notification that a cell tower was going to be built in this park. A realtor told them they have lost between \$15,000 and \$20,000 in value on their home since a cell tower was built in the park. They are looking for some kind of relief from the Town and Verizon perhaps in the form of input pertaining to the types of trees and shrubs put around the fence. She distributed photos of her property and cell tower to Council.
- c. Ms. Sally Davison distributed photos of the Monarch Butterfly which migrate in the spring and fall between Mexico and Arizona. She asks that the town not mow the fields until mid-October when the butterflies migrate back to Mexico. Unlike some butterflies, these butterflies live up to nine months. She will be back before spring time to remind Council about this issue. She just wants to make Council aware of this issue and join forces with the community garden and perhaps make PV a Monarch Butterfly Town. Milkweed grows in the floodplains. She hopes to make areas into butterfly preserves around town. Town Manager Larry Tarkowski recommend that she talk to John Munderloh. She may have a real opportunity in the Agua Fria Floodplain which completely surrounds the Town. John is the operator for our recharge basin; he may be able to assist her with her goal.

13. ADJOURNMENT

Vice Mayor Anderson made the MOTION, seconded by Council Member Whiting, to adjourn, by roll call vote. MOTION carried with 5 ayes and 0 nays.
Mayor Skoog adjourned the meeting at 7:05 p.m.

ATTEST:

APPROVED:

Diane Russell, Town Clerk

Harvey Skoog, Mayor

STATE OF ARIZONA)
COUNTY OF YAVAPAI) ss:
TOWN OF PRESCOTT VALLEY)

CERTIFICATE OF COUNCIL MINUTES

I, Diane Russell, Town Clerk of the Town of Prescott Valley, Arizona, hereby certify that the foregoing minutes are a true and correct copy of the Minutes of the Regular Meeting of the Town Council of the Town of Prescott Valley, held on Thursday, August 27, 2015.

I further certify that the meeting was duly called and held and that a quorum was present.

Dated this August 31, 2015

Diane Russell, Town Clerk