

TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
August 23, 2012

Library Auditorium  
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

Father Dan Vollmer of the St. Germaine Catholic Church gave the invocation.

3. PLEDGE OF ALLEGIANCE

Father Vollmer led in the recitation of the Pledge of Allegiance.

4. ROLL CALL

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

Absent: Council Member Lasker.

5. CERTIFICATES

a. *Certificate of Appreciation to Julia Bowers for 10 years of service*

Town Clerk Diane Russell read the accolades submitted for Julia Bowers. Community Development Director Richard Parker and Chief Building Inspector Woody Lewis stated their appreciation for Julia's candor, putting out her all for the town, to go through the up and down swings with the town and do more with less over the past ten years. Council members commented they appreciate Julia's smile, the amazing job she does and the outstanding customer service she provides. Mayor Skoog presented Julia with a certificate of appreciation and pin for her 10 years of service.

Julia commented that she loves working here at the town. She has worked with a lot of wonderful people and hopes to be here a few more years giving the service she has given and continue on.

b. *Certificate of Appreciation to Kenneth Bowman for 10 years of service*

Town Clerk Diane Russell read the accolades submitted for Kenneth Bowman. Operations Manager Ken Stanton thanked Ken for bringing on centralized equipment maintenance for the town. Ken Bowman works well with people and was key in getting that system up and running. He is a valuable asset as both a CDL driver and maintenance technician. Council thanked him for his dedication and noted that the years speak volumes about where someone's heart is with the community. Mayor Skoog presented Ken with a certificate of appreciation and pin for his 10 years of service.

Ken thanked everyone for letting him work here and he hopes to be here a lot longer.

c. *Certificate of Appreciation to Allison Messerly for 5 years of service*

Town Clerk Diane Russell read the accolades submitted for Allison Messerly. Assistant Library Director Ted Johnson commented that Allison is incredible. Ted stated that one of the library volunteers fell sick one day and Allison (with a health care background) knew how to approach this person showing compassion and made sure the person was taken care of. That is what is incredible about Allison in the library – it's all about people! Council commented that she is an asset to our library especially with the people skills she exhibits. Mayor Skoog presented Allison with the certificate of appreciation and 5-year pin for her dedicated service to the town.

Allison thanked the town and Stuart for letting her launch a new career with the library. She thanked Stuart and Ted and said how much she enjoys working with them.

d. *Plaque of Appreciation to Sonya Liadis for service on the Arts & Culture Commission*

Mayor Skoog presented Sonya with a plaque of appreciation for her service on the Arts & Culture Commission and for her prior service in administration. Council member Nye commented that the Arts & Culture Commission is a 'hands on' committee for which her participation was duly noted and appreciated.

Sonya said her time on the commission was fun and went by real fast. She also thanked Lea Duke for the beautiful plant.

6. **PROCLAMATIONS**

a. *March of Dimes for Babies Day*

Town Clerk Diane Russell read the proclamation after which it was presented to Marty Grossman. Marty thanked council for the proclamation and announced that the march will begin on September 8 at the Courthouse Plaza in Prescott. Registration starts at 7:30 a.m. with the walk beginning at 8:00 a.m. Donations can be sent to: March of Dimes March for Babies.org. Search for Judy York and get on her team and make a donation through her or for your own team.

b. *National Recovery Month*

Town Clerk Diane Russell read the proclamation after which it was presented to Trevor Davis, Director of Recovery and Adult Services, Northern Arizona Regional Behavioral Health Authority; Amanda Hart, Program Director-Prescott Area Clinic, Southwest Behavioral Services; Jeff Macek, Peer in Recovery, Southwest Behavioral Services and Jeannette Garcia, Vocational Program Coordinator, West Yavapai Guidance Clinic.

Vice Mayor Tjiema stated this is a wonderful program that needs to be supported. He thanked them for stepping up and helping people with life.

Trevor Davis thanked Council for the proclamation recognizing recovery month and being the first community to do so. It is important to instill hope in the members of our community who suffer from mental problems and substance abuse problems. Prevention works and recovery is worth it. Jeannette Garcia also expressed her appreciation for giving their clients an opportunity to prove themselves through employment and being active in the community college as well as volunteering throughout the community. Amanda Hart thanked council for recognizing this important month and let everyone know about the Recovery Day Celebration on Saturday September 15 from 10:00 to 1:00 at the Yavapai County Court House. Jeff Macek said his position allows him to work between the client, case manager and the therapist. Many times they will relate to him more, as he has experienced this.

#### 7. COMMENTS/COMMUNICATIONS

Council member Mallory announced the Prescott Valley Healing Field of Northern Arizona flags arrived today. We will be placing 1,100 American flags for our first year. They are continuing to fund raise to increase that number for next year. September 7 is set-up day. The field will be up from September 8 through September 15. You can contact Mallory at 533-8896. She “appreciates the community coming together and working together – it is going to be fabulous.” Council member Nye added her thanks to the 60 plus volunteers who are going to set those flags.

#### 8. CONSENT AGENDA

- a. Approving the Minutes for August 2, 2012 Work Study, August 9, 2012 Regular Council Sessions
- b. Approving the purchase of 2 Chevrolet Tahoes for the Police Department
- c. Department Reports
- d. Approving the TPT Quarterly Report
- e. Approving the Investment Report
- f. Approving Accounts Payable for August 1 through 13, 2012
- g. Approving a contract with "Today in America" for community promotion

Council Member Anderson made the MOTION, seconded by Vice Mayor Tjiema, to approve all items listed on the consent agenda, by electronic vote. MOTION carried with 6 ayes and 0 nays.

9. OLD BUSINESS (FOR ACTION)

- a. Consideration of approving the second reading by title only and passage of Ordinance No. 769 adopting changes to Town Code §8-02-090 Refusal or Revocation of License

Town Clerk Diane Russell read Ordinance No. 769, by title only, for the second reading. Mayor Skoog asked “Shall the ordinance pass?” Ordinance No. 769 passed with 6 ayes and 0 nays.

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

- a. Consideration of authorizing the Mayor to sign Resolution No. 1804 accepting the GOHS Contract 2013-AI-010 for the purchase of accident investigation equipment through the grant

Chief Fessler recognized Candace Manibusan and Sgt. Mark Postula for their efforts on all these grants. This grant award is in the amount of \$4,358 which will support the purchase of accident reconstruction software to be utilized in conjunction with our currently owned Sokia accident investigation equipment. There is no fiscal impact to the town.

Council Member Anderson made the MOTION, seconded by Council Member Whiting, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No.1804 accepting the GOHS Contract 2013-AI-010, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- b. Consideration of authorizing the Mayor to sign Resolution No. 1805 accepting the GOHS Contract 2013-AL-036 for DUI enforcement and education

Chief Fessler commented the amount is for \$27,000 for DUI enforcement and education. Funds will support personnel services (overtime) and employee related expenses to enhance education and enforcement of DUI driving. The overtime is \$22,500 of the grant with the remainder will benefit employee related expenses. There will be no fiscal impact to the town.

Council Member Anderson made the MOTION, seconded by Council Member Mallory, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1805 accepting the GOHS Contract 2013-AL-036, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- c. Consideration of authorizing the Mayor to sign Resolution No. 1806 accepting the GOHS Contract 2013-PT-038 in the amount of \$18,536 to support the expense of overtime and personnel services, and the purchase of one (1) laser radar unit to enhance education and enforcement of errant driving

Chief Fessler stated the amount of \$18,536 for selective traffic enforcement and equipment. Funds will support the expense of overtime and personnel services, and the purchase of one (1) laser radar unit to enhance education and enforcement of errant driving. The laser unit is \$3,536. The overtime amount will be \$12,500 and the remaining \$2,500 going to employee related expenses. There will be no fiscal impact to the town.

Council member Mallory stated how much she appreciates all the work the department does to get these grants.

Council Member Whiting made the MOTION, seconded by Council Member Anderson, to authorize the Mayor (or, in his absence, the Vice Mayor) to sign Resolution No. 1806 accepting the GOHS Contract 2013-PT-038, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- d. Consideration of approving the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2012 Local Solicitation Contract # 2012-DJ-BX-0852 accepting the grant award in the amount of \$11,571 to support the purchase of emergency tactical trauma kits for officers, and the design and implementation of a records archive module in the department's Records Management System

Chief Fessler commented that the amount of the grant is \$11,571. He recognized Commanders Askew and Edelstein for their efforts in putting this grant application together. The grant will support the purchase of emergency tactical trauma kits for officers, and the design and implementation of a records archive module in the department's Records Management System. Twenty-five tactical kits can be purchased from \$5,035 and the records management system archive module is \$6,536. There is no fiscal impact to the town.

Council Member Anderson made the MOTION, seconded by Vice Mayor Tjiema, to approve the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2012 Local Solicitation Contract # 2012-DJ-BX-0852 accepting the grant award, by electronic vote. MOTION carried with 6 ayes and 0 nays.

- e. Consideration of approving the Intergovernmental Agreement with Yavapai County Flood Control District for 100% funding for the Agua Fria Floodplain Revision Study & Unit 16 Stormwater Mitigation Study and accept funding for the Western Boulevard Storm Water Management Improvement Project for a total amount of \$500,000

Norm Davis, Public Works Director, said this is a request to accept \$500,000 in funding from the Yavapai County Flood Control District for FY 12/13 budget year. This year's projects include completion of the Western Blvd. Phase III (\$275,000) and beginning the new Agua Fria Floodplain Revision engineer study (\$225,000). We continue to move forward with best practices for storm water management in some of our more troubled areas of town.

Mayor Skoog commented that we studied this in detail at the last work study session.

Vice Mayor Tjiema jokingly asked if a lake could be considered in this area.

Davis responded that part of the study will tie in some of the retention ponds that have been planned for the Agua Fria Park.

Town Manager Larry Tarkowski added that the master plan for Agua Fria Park was done about ten years ago with a lot of community input. There is a 5 to 10 surface acre retention pond planned down there which could be a combined recharge effluent basin along with recreational amenities, or it could be purely storm water driven.

Mayor Skoog asked how we did with all the rain we received this past weekend. Davis stated that no storm water has invaded structures during these major rains.

Council member Whiting commented that it is very helpful for the town to see departments applying for [grants] and using these funding sources. Davis added these types of funds are earmarked for specific type project improvements.

Vice Mayor Tjiema thanked Yavapai County Commissioner Tom Thurman for working with the Town. It is has been a good relationship between the two entities.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to approve the Intergovernmental Agreement with Yavapai County Flood Control District for 100% funding for the Agua Fria Floodplain Revision Study & Unit 16 Stormwater Mitigation Study and accept funding for the Western Boulevard Storm Water Management Improvement Project for a total amount of \$500,000, by electronic vote. MOTION carried with 6 ayes and 0 nays.

f. Consideration of approving the purchase of a Vactor 2100 Plus PD combination sewer cleaner based on the NJPA quote in the amount of \$361,223.61 as outlined in the Fiscal Analysis and approving transfer of the necessary funds

Utility Operations Manager Mark Kieran stated this purchase will be a huge enhancement to their operations to keep the system clean. This piece of equipment will help with the collection system on the sewer side, but it can also be used for public works storm related issues. Delivery of this equipment should be about three months sooner through the NJPA contract as this is not a 'purchase off-the-shelf' truck. Delivery could have been a year from now had a different contract been used.

NJPA pricing for the Vactor is \$330,488.21, however, another \$30,735.40 is required to comply with the State Tax rate of 9.3% for a total of \$361,223.61. It should be noted that the pricing structure for the Vactor is comparable with the other CSCs evaluated having similar equipment and options. This capital outlay for a CSC was budgeted in the current fiscal year in the amount of \$300,000 but a transfer of other wastewater funds totaling approximately \$62,000 is required for procurement. The purchase would be made through the National Joint Powers Alliance (NJPA), a national municipal contracting agency (co-op) that includes approximately 90% State of Arizona municipalities as members. NJPA provides members with the opportunity to purchase through nationally leveraged contracts offering the best products and services at the lowest possible price. The Vactor provides features and build quality that can serve Town requirements well into the future and its availability via NJPA guarantees a responsible

purchasing decision based on competitive pricing. Therefore, Town staff seeks authorization to procure a Vactor via Year 2012/2013 pre-approved funds.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to transfer the necessary funds and approve purchase of a Vactor 2100 Plus PD based on NJPA quote in the amount of \$361,223.61 as outlined in the Fiscal Analysis, by electronic vote. MOTION carried with 6 ayes and 0 nays.

11. COMMENTS FROM THE PUBLIC

No comments were forthcoming.

12. ADJOURNMENT

Vice Mayor Tjiema made the MOTION, seconded by Council Member Whiting, to adjourn, by electronic vote. MOTION carried with 6 ayes and 0 nays.

Mayor Skoog adjourned the meeting at 6:29 p.m.

ATTEST:

APPROVED:

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Diane Russell, Town Clerk

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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 23, 2012.

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

Dated this August 24, 2012

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Diane Russell, Town Clerk