

**TOWN OF PRESCOTT VALLEY
REGULAR COUNCIL MEETING
MINUTES
July 26, 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

Pastor Joseph Phillips gave the invocation after which Council member Anderson presented him with a Certificate of Appreciation for his service.

3. PLEDGE OF ALLEGIANCE

Council member Anderson led in the recitation of the Pledge of Allegiance.

4. ROLL CALL

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

Absent: Vice Mayor Tjiema, and Council Member Lasker.

5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

a. Chamber of Commerce 2012 Heritage Award to Stuart Mattson, Prescott Valley Library

Marnie Uhl presented the Chamber of Commerce 2012 Heritage Award to Stuart Mattson, Director of the Prescott Valley Library. Stuart has been director of the library for the past 25 years. The narrative of Stuart's nomination was read giving some history of Stuart's accomplishments during that period. Stuart expressed his appreciation saying this is the very first award he has ever won. Stuart stated he is a car buff. In the past 25 years he has helped 32 people, mostly widows, get a different car.

Council member Nye commented that Stuart is modest about being a car buff. He cares about people and has called her stating that he has just the car for her. He shops cars out of love, passion and consideration. Those qualities are why he has been so successful for 25 years. Council congratulated Stuart.

b. Prescott Gem & Mineral Club Announcement

Judy Sullens and Max Hatch (independent director of the club) told about the Prescott Gem and Mineral Club show they are holding at Embry Riddle August 3rd, 4th and 5th. VIP passes were distributed to the council members. Next year, the town will co-sponsor the show with the club at Tim's Toyota Center.

Town Manager Larry Tarkowski commented that we will be using several of the town's paid for hours at Tim's Toyota Center. Hopefully we will grow the event so we are filling the center and bringing some great opportunity for the citizens of Prescott Valley to come out and see a great show. The town has made a two-year arrangement with the club to help grow the event. Judy added that they are getting calls from 4 or 5 vendors a day expressing interest in the show.

6. CERTIFICATES

a. Certificate of Appreciation to Jean Singer for 10 years of service

Town Clerk Diane Russell read the accolades submitted about Jean Singer.

Barbara Tieman came forward and stated that Jean is a true friend who goes the extra mile for the library staff - always with what is best for the library in mind. Council member Nye pointed out that Jean has two rows of supporters in the audience.

Mayor Skoog presented Jean with a Certificate of Appreciation and 10 year pin.

Jean commented that she really enjoys talking with Attorney Ivan Legler and Water Resources Manager John Munderloh. She started as a volunteer and now she is getting paid for the job she was doing then, plus a little more work. She commented how much she enjoys working at the library.

7. COMMENTS/COMMUNICATIONS

Stuart Mattson introduced Claire Macewicz who just recently donated \$20,000 to the library in memory of her husband to increase the large print book collection. A couple of years ago she donated \$10,000 in memory of her daughter. Claire commented that she read 550 of the books from the first donation and has since run out of books. Hence she made the second donation so she too would have additional large print books to read. Since then she has been put to work helping the library staff by putting her donation information into the front of each book. Stuart commented that Claire's reading capacity is across the gamut from Science Fiction to Romance and Westerns.

Council member Nye commented that she has been collecting special memories and treasures of Prescott Valley and stated that Claire is one of them.

8. CONSENT AGENDA

- a. *Approval of Minutes of July 12, 2012 Regular*
- b. *Approval of a new Series 12 Liquor License for the Canton Dragon Chinese Cuisine located at 7305 E. Pav Way; Lisa Li Chang Ma, applicant*
- c. *Approving the routine destruction of records*
- d. *Adopting the new Arizona State Library, Archives and & Public Records Retention Schedules*
- e. *Approving the Financial Report*
- f. *Approving the Investment Report*
- g. *Approving Accounts Payable for July 1 to July 15, 2012*

Council Member Mallory made the MOTION, seconded by Council Member Anderson, to approve all items listed on the consent agenda, by electronic vote. MOTION carried with 5 ayes and 0 nays.

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

- a. Consideration of appointing John Duke to the Personnel Board as Citizen Member to a term with a renewal date of April 25, 2013

Council member Nye commented that one position on the Personnel Board became open when Will Briggs resigned from the Citizen Member position. Will Briggs was first appointed as a Personnel Board Citizen-Alternate Member on November 18, 2010 to a term with a renewal date of April 25, 2012. He was then appointed on May 12, 2012 to a Citizen Member position with a term renewal date of April 25, 2013.

The Citizen Member position was advertised and one application was submitted for the position. Council members Nye and Whiting conducted the interview and recommend the appointment of John Duke to fill the Personnel Board Citizen Member position made open by Will Briggs with a renewal date of April 25, 2013. She continued that we don't normally have just one person come forward, but the right person came forward and made the committee's work much easier. Council member Whiting added that they spent a lot of time interviewing Mr. Duke. They found him a perfect match likely due to his business background in dealing with personnel matters.

Mr. Duke introduced his wife Lea. He commented that he is proud and privileged to be a citizen of the Town of Prescott Valley. He thanked Council for this opportunity to contribute back to the Town. The Town is a well run organization.

Council Member Nye made the MOTION, seconded by Council Member Whiting, to appoint John Duke to the Personnel Board to a term with a renewal date of April 25, 2013, by electronic vote. MOTION carried with 5 ayes and 0 nays.

b. Consideration of adopting a Notice of Intention to make proposed revisions to the town water and wastewater rates, fees and charges

Cordell Compton this action would adopt the Notice of Intention to set a public hearing for September 13, 2012 to consider proposed revisions to the town water and wastewater rates, fees and charges. Management Services staff has been meeting regularly to compile a revised rate study model for the Water and Wastewater systems. On June 21, 2012 staff met with the Town Council in a work/study session and gave an overview of the results of said study. The next step under applicable Arizona law is for the Town Council to publicly express its intent to make the proposed revisions and to set a public hearing date. After holding a public hearing on the proposed revisions, the Council could adopt them (or any lesser increases) by resolution. Any increases become effective 30 days after adoption. He noted that page 6 in the report had a couple of ratio errors which he has since fixed.

The following items are being suggested for revision and to be discussed at this Council meeting:

- An 2 percent increase (\$0.06) in Wastewater volume rates
- Deletion of the ADWR fee for active water customers.

Base rate fees for water and wastewater will not change. It is proposed that the Town Council publicly express its intent to potentially make the revisions to utility rates, fees and charges listed in the "Report of Proposal to Revise Certain Water and Wastewater Rates, Fees and Charges per ARS §9-511.01" that will be available for public review in the Office of the Town Clerk and the Town Manager. It is also proposed that the Council set a public hearing on these proposed revisions for its regular meeting scheduled for September 13, 2012, to consider public comments. Per ARS §9-511.01, a notice of intention will be published once at least 20 days prior to the public hearing notifying the public of this hearing. If the revisions in the Report are adopted on the same date as the public hearing, the rates would be effective with the first billing after November 1, 2012.

Council Member Whiting made the MOTION, seconded by Council Member Mallory, to adopt a Notice of Intention to make proposed revisions to Town water and wastewater rates, fees and charges and to set a public hearing on the proposal for the September 13, 2012 regular Council meeting, by electronic vote. MOTION carried with 5 ayes and 0 nays.

c. Consideration of approving the OMI Amended Contract and associated budget transfers

Utility Operations Manager Mark Kieran stated the most of the contract stayed the same except for some additional scope of work to include: 1) additional radio read meter replacement, 2) additional 20 miles of sewer cleaning, and 3) a 3.3 percent increase to OMI's annual contract. The increase will be funded through many different sources within the existing operating budget.

Council member Nye stated that the citizens need to realize how much OMI has worked with the Town through this recession period and continues to work with us within the existing budget. It is a good contract.

Council member Whiting said that over the last four years the contract has either decreased or remained the same as the prior year. This is the first time we are realizing a small increase in a few years.

Town Manager Larry Tarkowski added that their contract this year, even with the increase in fee, still does not come close to matching the contract they had back in 2006.

Kieran introduced the project managers Juan Mancha and Jeremiah Mecham, the Distribution and Collection Supervisor Shane Shatzer and Sharon Itner Customer Service Supervisor. Sharon will be retiring after 17 years of service with OMI.

Mayor Skoog pointed out that our system is aging so it is going to be more work.

Council member Mallory commented that the waste water plant is important and needs to be operated and maintained correctly. She appreciates how OMI has worked with us through the economic hard times.

Council Member Mallory made the MOTION, seconded by Council Member Anderson, to approve the Contract Amendment and associated budget transfers, by electronic vote. MOTION carried with 5 ayes and 0 nays.

d. Consideration of accepting the Drug, Gang and Violent Crime Control FY 2013 Award #DC-13-051 grant fully reimbursable through the Arizona Criminal Justice Commission in the amount of \$418,399.00

PVPD Cmdr. Edelstein said that recently PANT added a new position and now has a commander and introduced Bill Suttle. Cmdr. Bill Suttle came forward and stated that he has worked with the YCSO for the past 20 years. In 1988, PANT had 4 members and now has 22 officers with a \$2.3 million budget. This year's grant requires a 20 percent match provided by the RICO fund which also helps them fund a lot of their operating costs. He asked that council consider approving this \$418,399.00 grant. They are working with Management Services Director Bill Kauppi. The Town manages the fund proceeds for the PANT group.

Cmdr. Suttle confirmed for Council member Whiting that the five personnel being supported by this are existing personnel. Suttle said no additional personnel will be added to the PANT group.

Council Member Whiting made the MOTION, seconded by Council Member Nye, to approve accepting the Drug, Gang and Violent Crime Control FY 2013 Award #DC-13-051 grant award, by electronic vote. MOTION carried with 5 ayes and 0 nays.

10. COMMENTS FROM THE PUBLIC

Scott Helfinstine of the Prescott Valley Economic Development Foundation (PVEDF) thanked council for their continuing support. PVEDF has received 2 grants from the Arizona commerce authority from which funds have been distributed to local businesses to help them create and maintain jobs in the Prescott Valley area.

11. MOTION TO CONVENE INTO EXECUTIVE SESSION (PER A.R.S. 38-431.03(A)(3) & (4) in order to discuss or consult with the attorneys or other designated representatives of the public body regarding, or to otherwise discuss or consider, the following: * Big Chino Water Ranch Agreement

Council Member Nye made the MOTION, seconded by Council Member Whiting, to convene into executive session at 6:20 p.m. (PER A.R.S. 38-431.03(A)(3) & (4) in order to discuss or consult with the attorneys or other designated representatives of the public body regarding, or to otherwise discuss or consider, the following: * Big Chino Water Ranch Agreement, by electronic vote. MOTION carried with 5 ayes and 0 nays.

12. [Recess into Executive Session]

Mayor Skoog recessed the meeting and convened into Executive Session at 6:31 p.m.

13. [Reconvene into Regular Session]

Council reconvened into regular session at 7:19 p.m.

14. ACTION (IF ANY) RELATED TO EXECUTIVE SESSION ITEMS

No action was taken.

15. ADJOURNMENT

Mayor Skoog adjourned the meeting at 7:20 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, July 26, 2012.

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

Dated this July 27, 2012

Diane Russell, Town Clerk