

**TOWN OF PRESCOTT VALLEY  
REGULAR COUNCIL MEETING  
MINUTES  
August 18, 2016**

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 Charlie Hail of PV Nazarene Church gave the invocation.

*3.   PLEDGE OF ALLEGIANCE*

Deputy Town Manager Ryan Judy led the recitation of the Pledge of Allegiance

*4    ROLL CALL*

Present: Mayor Harvey Skoog, Vice Mayor Rick Anderson, Council members Marty Grossman, Mary Mallory, Stephen Marshall, Lora Lee Nye, and Michael Whiting.

*5    SCHEDULED ANNOUNCEMENTS & PRESENTATIONS*

*a    NAU-Gray & Associates Study, Dr Rita Cheng*

Town Manager Larry Tarkowski said this was a great day in the evolution of Prescott Valley. Earlier today we had a presentation by the professional sports franchise Phoenix Suns and now we have “icing on the cake” with having Dr. Rita Cheng, President of Northern Arizona University (NAU) to talk with us this evening.

Dr. Cheng said today we opened a new welcome center and store for NAU in Prescott Valley. We are here to share the success in your community. There are over 1,000 students enrolled in NAU Yavapai. There are over 5,000 NAU graduates in Yavapai County. The NAU Ice Jacks are bringing 6 hockey games to the event center this year. Dr. Cheng gave a power point presentation and also distributed a report from the Gray & Associates study. Higher education is critical to the success of our communities and to their prosperity. They didn’t want to just guess at the future needs so they collected data with this study which will help play role in meeting the demands. There is a demand for more Registered Nurses, health care, accounting, engineering and finance degrees. They are making progress on critical needs, providing internships and hands-on experiences by working with YRMC and Yavapai College. They work with school districts to offer NAU classes on various campuses in the county. Many online programs can be aligned with NAU to complete the degree and certificate programs.

They “look forward to growing with Prescott Valley. Thank you for your support and we are excited to join forces.”

Larry Tarkowski added that they are very eager for the economic development that will come from NAU. He and the Mayor thanked Dr. Cheng for her presentation. Council members Whiting, Nye & Mallory commented to add their thanks and support.

## 6 PROCLAMATIONS

### a. Employer Support of Guard & Reserve Week

Deputy Town Clerk June Catanzarite read the proclamation that was presented by the Mayor to Larry Jacobs, Larry Gray and Tony Morrison representing the local ESGR (Employer Support of Guard & Reserve) chapter. Tony thanked the town for their important and continued support of National Guard and reserve personnel in all branches of the armed forces and for the proclamation.

## 7 CERTIFICATES

### a. Mark Stone, 15 years

Ryan Judy showed some pictures of Mark from his years working for the town. Ryan said that Mark has guided us through the years with the PV public access TV channel. Council members commented to thank and congratulate Mark for his 15 years of service, especially the help with council chats and council events and the healing fields. He is a great resource. Mark thanked everyone for their kind comments. It's been a pleasure and PV is a great organization to work for and he hopes to continue. Vice Mayor presented Mark with a plaque, a \$125 gift and a 15 year pin.

### b. Daniel Eller, 10 years

Chief Jarrell read the biography for Danny Eller. He has been with the police dept since 2006 coming here right after he graduated from Embry Riddle. His dedication to the job shows in everything he does, he is a leader and he excels in every training program. Officer Eller considers his career a calling and we look forward to another 10 years of service.

All the council members expressed their appreciation to Daniel and his family for the ten years of dedicated service. Vice Mayor presented Eller with a plaque and 10 year pin. Daniel thanked the town for the recognition. He added that if you find something you love, you won't work a day in your life.

## 8. COMMENTS/COMMUNICATIONS

- a. Library Director Stuart Mattson introduced the new Adult Services Librarian Jennifer Kim who moved here from Portland Oregon. She has been here for 2 weeks and is excited to be here and is enjoying the job. September is Library Card Sign up Month, so if you don't have your library card be sure to stop by to get it

- b. Council member Marshall said he has a very big issue. He woke up to read yesterday's PV Tribune article by Chief Bryan Jarrell. Marshall read aloud the highlights of the article in which the chief said the challengers were ignorant of the realities of government and policing, that they have dangerous views. He believes in 1<sup>st</sup> amendment but Marshall said in Arizona we have laws that prevent employees from trying to influence elections and we have town code that explicitly prohibits town employees from influencing elections. He read the Arizona Revised Statute 9-500 14 that states (in part) "A city or town shall not spend or use its resources, including the use or expenditures of monies, accounts, credit, facilities, vehicles, postage, telecommunications, computer hardware and software, web pages, personnel equipment, materials, buildings or any other thing of value of the city or town, for the purpose of influencing the outcomes of elections". Marshall also read from Town Personnel Policy Chapter 11 that prohibits employees from engaging in any partisan political activity beyond private expression of personal opinion, registering to vote, signing nominating petitions or voting in elections. An article in the paper is NOT a personal opinion. This bothers him on many levels. People look up to our chief, and he's telling us we could turn into little Detroit. If the challengers lose the election they could sue the town. My police chief is telling me that my views are dangerous too, I never advocated for cutting the police budget, I've asked for new police but we were told we didn't need more police. I don't want to do this but I believe in my heart that I need to ask for the Chief to be fired. Mayor asked Larry to comment.

Larry Tarkowski commented that he spoke to Stephen earlier today. There is a violation of town's personnel rules and there's been a disciplinary action taken. Marshall added. This is not a small thing, it is just not okay. "I'll drive to the attorney general's office if I have to and file a complaint." Mayor Skoog thanked Council member Marshall.

9 CONSENT AGENDA

- a *Approving the July 21 Work Study and July 28 and August 4, 2016 Regular Council meeting minutes*
- b *Approving a Special Event Liquor License for an Oktoberfest for Emmanuel Lutheran Church on October 29, 2016 at 7763 E Long Look Drive*
- c *Approving the Quarterly Transaction Privilege Tax Report*
- d *Approving the Modification to IGA with ADOR for Transaction Privilege/Use Tax Administration*
- e *Approving the Board & Commission Selection minutes of July 28, 2016*

- f. *Approving the consultant agreement with GSH to conduct a Labor Market Analysis to be funded by the approved grant agreement on behalf of the Upper Verde River Watershed Protection Coalition*
- g. *Authorizing a budget transfer in the amount of \$4,800 00 from the Library's Dues and Membership fund to Capital Equipment for an automated sorter bin*
- h. *Approving Police Department purchase of office cubicles and dividers from Elontec in the amount of \$16,357 00*
- i. *Accepting the Right of Way Easement Conveyance for Viewpoint Drive at Poquito Valley Road*
- j. *Approving Reversionary Plat RP16-002 for Sonlit Enterprises*
- k. *Approving Monthly Department Reports*
- l. *Approving Accounts Payable*
- m. *Approving the Collateral Assignment of Development Agreement-Crossroads Refinancing(added 8-17-16)*
- n. *Approval for Permanent Extension of Premises for Prescott Golf & Country Club (added 8-17-16)*

Council member Mary Mallory made the MOTION, seconded by Council member Michael Whiting, to approve all items listed on the consent agenda, by roll call vote. MOTION carried with 7 ayes and 0 nays.

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

- a. *Consideration of appointing David Conrey to the Arts & Culture Commission*

Mayor Skoog said that David Conrey has had to withdraw from his appointment to the Arts & Cultures Commission due to health reasons.

Vice Mayor Rick Anderson made the MOTION, seconded by Council Marty Grossman, to TABLE the appointment of David Conrey to the Arts & Culture Commission, by roll call vote. MOTION carried with 7 ayes and 0 nays.

*b Consideration of authorizing the Mayor to sign Resolution No 1972 adopting revisions to Town Personnel Policy No 2-08 and 2-09*

Human Resources Director Karen Smith said that the proposed revisions to Town Personnel policy for calculating general leave for part-time employees have been discussed in work study on July 21st. Currently full-time employees (working 30 to 40 hours per week) receive the same fixed-rate general leave and holiday pay benefits while part-time employees (working 20 to 29 hours per week) receive pro-rated benefits based on each individual schedule. It is proposed that the method for calculating leave benefits be consistent for full and part-time employees and be based on a fixed-rate schedule. The Personnel Board reviewed the proposed amendments and recommends approval of said amendments. Staff recommends that the Council approve the policy updates. The cost is \$3,280 in leave time pay.

Council member Lora Lee Nye made the MOTION, seconded by Council member Marty Grossman, to authorize the Mayor (or in his absence the Vice Mayor) to sign Resolution No. 1972 adopting revisions to Town Personnel Policy No. 2-08 and 2-09, by roll call vote. MOTION carried with 7 ayes and 0 nays.

*c Consideration of approving an Agreement with Montgomery & Associates to provide professional hydrogeologic services for the Water Recharge and Recovery Analysis Project, CIP # W388, in a total amount of up to \$49,120*

Water Resources Manager John Munderloh said his agreement with Montgomery and Associates was discussed at length in work study. They are using more efficient ways of getting the water back into the ground and that is the goal and the agreement will provide the services to continue recharging the aquifer.

Council member Marty Grossman made the MOTION, seconded by Council member Lora Lee Nye, to approve an Agreement with Montgomery & Associates to provide professional hydrogeologic services for the Water Recharge and Recovery Analysis Project, CIP # W388, in a total amount of up to \$49,120, by roll call vote. MOTION carried with 7 ayes and 0 nays.

*d Consideration of awarding of the Library - Café / Coffee Bar Concessionaire contract to Hi-Line Vending*

Deputy Town Manager Ryan Judy explained that Hi-Line Vending was the only bid received in response to the RFQ for the Library Café. The plan was to install 3 vending machines. They have declined an offer to shorten the contract. Cory Christians from the Library Board of Trustees would like to propose that they reopen the bid process or reduce the length of the proposed contract to one year. They would like to advertise again to find a more suitable café vendor instead of vending machines.

Council member Grossman commented that he sees problems using it solely for vending machines because of machines jamming and the types of foods, etc. but he also likes the idea of having something there. Council member Nye agrees that it is important to have the café but it has not worked out. She's not convinced the use of vending machines is the only way but will agree if it is the only way. Vice Mayor Anderson wants to see a time limit, no one has been able to make money since it opened. He has no problem with it being vending machines; it can't be a health food store. Let them go back out for bid. Council member Mallory said she is fine with vending machines, we need to do something and it is hard to make money there. Council members Whiting and Marshall want to see it go out to bid again quickly. Council member Grossman added that he'd like to see lunch foods offered and to have extended hours to match more to the library hours. Council member Nye is very frustrated by the café being closed

Vice Mayor Rick Anderson made the MOTION, seconded by Council member Marty Grossman, to TABLE the award the Library - Café / Coffee Bar Concessionaire contract to Hi-Line Vending, by roll call vote. MOTION carried with 7 ayes and 0 nays.

*e Consideration of approving the purchase of playground equipment from Triple M Recreation, via US Communities Contract, in the amount of \$18,000 00 for Fence Line Park*

Parks & Recreation Director Brian Witty showed a picture of the playground equipment style that is planned to be ordered to replace the present equipment at Fence Line Park in StoneRidge. The purchase was included in the 2016-2017 fiscal year budget and will replace the current play structure that has exceeded its useful lifecycle and does not meet current operating or safety standards. On August 9, 2016 staff presented 9 ADA compliant playground cooperative purchase quotes to the Parks and Recreation Commission and they recommended option #1 from Triple M Recreation in the amount of \$18,000.00, including professional installation. Upon approval, town staff will create a 60 day construction schedule in cooperation with the successful vendor. Town staff will remove and properly dispose of the current structure just prior to install. The vendors certified playground installer will erect the new unit in full compliance with the national playground safety standards. Town staff will install the engineered wood fiber safety surfacing to be ready in the fall.

Witty responded to Council members' questions to say that the warranty is for ten years and that individual components of the unit can be replaced as they wear out. The present unit cannot be repaired because it no longer meets current national safety standards. The funds to pay for it come from the general fund; it was a capital funded project rather than impact fees since it is a replacement unit. The units do have certain lifecycles. The Parks & Rec commission recommended this unit also for the colors that fit well into the StoneRidge community.

Council member Stephen Marshall made the MOTION, seconded by Council member Michael Whiting, to approve the purchase of playground equipment from Triple M Recreation, via US Communities Contract, in the amount of \$18,000.00 for Fence Line Park, by roll call vote. MOTION carried with 7 ayes and 0 nays.

## 11 COMMENTS FROM THE PUBLIC

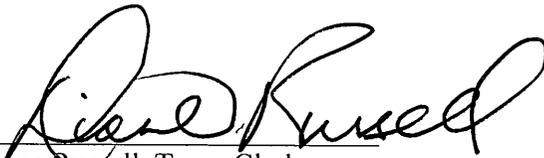
- a. Larry Tarkowski introduced the new Economic Development Coordinator Ben Hooper to council. Ben said he moved here from Toledo, Ohio. He is delighted to be here and excited about working in Prescott Valley and opportunity to “sell” this town and increasing community development.
- b. Council candidate Craig Arps read a statement prepared by council candidate Joey Cilano who could not attend the meeting. Cilano’s statement said that while he greatly appreciates Chief Jarrell and the work he and his department do, he feels Chief Jarrell’s statements in Wednesday’s Prescott Valley Tribune were unprofessional, unethical and inappropriate. Not only were his comments in violation of the PV town employee code of conduct, they were simply misleading with regards to topic in question. First of all none of the challengers running for town council ever suggested that the police department lose any funding. There were several who said the funding should be prioritized if and when budgets cuts take place. Furthermore the Chief attempted to use scare tactics to imply that rolling back of the town’s sales taxes would lead to PV becoming like Detroit, a city that has consistently been 10 to 20 times bigger than Prescott Valley in population. It seems to me quite the stretch and dishonest considering his position. Finally it was completely inappropriate of the chief to use his position to attempt to sway the outcome of the election by making his private beliefs public to the paper. The proper thing to do would to meet with the various candidates whose ideas he took issue with and learn more about their beliefs and issues rather than use a public forum to criticize them using extremely misleading information. I call on the Mayor and Town council to issue a public reprimand of the police chief and work to insure that such a violation never occurs again.

Craig said he would like to echo that as well. What happened was public we can’t have town employees trying to influence town elections. We need to have a public response. We can’t have questions about the impartiality of the police chief. Unfortunately I think this is going to be the outcome of this unless you guys take the initiative to say this is not the position of the town and doing this is violating the town’s code of ethics.

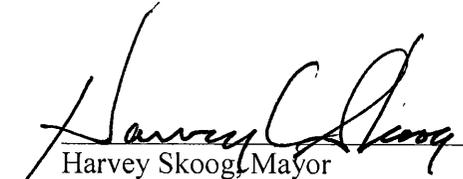
## 12 ADJOURNMENT

Council member Lora Lee Nye made the MOTION, seconded by Council member Mary Mallory, to adjourn, by roll call vote. MOTION carried with 7 ayes and 0 nays. Mayor Skoog adjourned the meeting at 7:03 p.m.

ATTEST

  
\_\_\_\_\_  
Diane Russell, Town Clerk

APPROVED:

  
\_\_\_\_\_  
Harvey Skoog, Mayor

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

CERTIFICATE OF COUNCIL MINUTES

I, June Catanzarite, Deputy 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 18, 2016.

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

Dated this August 31, 2016

  
\_\_\_\_\_  
June Catanzarite, Deputy Town Clerk

