

**MINUTES
EAGAR TOWN COUNCIL
REGULAR MEETING
22 W. 2nd St., Eagar, AZ
JUNE 7th, 2022 – 6:00 P.M.**

Mayor Bryce Hamblin called the Regular meeting to order and welcomed those present. Mayor Hamblin requested that the record show all Councilmember's are present with the exceptions of Council members John Phelps and Randy Nicoll. Mayor Bryce Hamblin led the Pledge of Allegiance and Councilor Reece Hadlock offered the invocation.

COUNCIL PRESENT: Bryce Hamblin
 Steve Erhart
 Debra Seeley
 Marsha Tucker
 Reece Hadlock

COUNCIL ABSENT: John Phelps
 Randy Nicoll

STAFF PRESENT: Matt Mears, Town Manager
 Britney Reynolds, Community Development Coordinator
 Ethan Eagar, Community Development Assist., inspector
 Shane Bevington, Police Chief
 Brett Rigg, Town Attorney

5. Summary of current events

Britney Reynolds informed council that CDBG funding was increasing due to miscounts in census numbers. She stated she would have updated figures soon. No other updates were provided by staff.

6. OPEN CALL TO THE PUBLIC

Terry Shove shared that there were 81 graduates from Round Valley High School and from that number 35 or 36 received scholarships for higher education; these scholarships added up to roughly 2.6 million dollars. There were eight students competing for Valedictorian with a 4.0 GPA. Northland Pioneer College (NPC) is partnering with the school to provide an interactive classroom for students to have the ability to take College level classes directly within the high school. The school district and NPC are hopeful to have this operational by spring of 2023. Little Colorado Meats is hopeful to have electricity by the end of the week and second walk through by the USDA completed very soon. There will be a full-time USDA inspector at the site at all times to ensure USDA standards. Carol Wilson shared that as an employee of the Boys & Girls club and grandmother she has a concern about the pond in the park area. She is not aware of anything being done to keep this area safe for several children that come to the park area. Hopes that a plan is developed and shared on what is being planned to make the area safe.

7. CONSENT AGENDA

- A. APPROVAL OF MINUTES OF EAGAR TOWN COUNCIL MEETING(S) HELD APRIL AND MAY 2022
- B. APPROVAL OF APRIL 2022 NATIONAL BANK OF ARIZONA TRANSMITTALS, CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND CREDIT CARD PURCHASES (MATT MEARS)
- C. ACCEPTANCE OF APRIL 2022 FINANCIAL REPORT AND SALES TAX REPORT (MATT MEARS)

Vice-mayor Steve Erhart made a motion to approve the consent agenda. Council member Reece Hadlock seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

Mayor Hamblin stated that items 8 and 9 would be taken in reverse order.

9. WORK SESSION

- A. WORK SESSION TO DISCUSS BUTLER STREET PROJECT WITH CITIZENS (BRITNEY REYNOLDS)

Britney Reynolds introduced Mr. Elijah Williams with EPS group inc. that is representing the engineering firm for the project. Before turning the time over for public questions, Vice-Mayor Erhart asked Mrs. Reynolds to give a brief overview of the changes that would be taking place in the area. She stated that the road would be widened to 40' from face of curb to face of curb, gutters and sidewalks will also be new additions to the area. She stated that driveways have been looked at with the engineers to determine best course of action as driveways will not remain exactly as currently constructed, but will be as close to original as possible. Construction is slated to begin at Central Ave. side of Butler Street and continuing through 8th street. The Town is working with the construction company to complete from Central (1st St.) through 4th Street before school starts in August to avoid potential issues with the understanding that the completion of Butler Street would follow immediately after completion of said area.

Gene Hawks lives on 3rd and S. Butler happy to have the street completed and in nice condition. He does have great concerns about speeders in the area with kids.

Earl Lund lives on 2nd and Butler and asked about how high roadway would be raised from current location. Mr. Williams stated that in general the Town and engineering firm are trying to lower the road. With sidewalks being installed the curb returns cannot be greater than a 2% grade. Road is already sloped greater than allowed by ADA so road will have to be worked with to ensure ADA requirements are met while lowering the road overall.

Suzanne Seils lives at 6th and Butler driveways is a concern and asked if sidewalks were on both sides, Mr. Williams confirmed sidewalks would be on both sides. Just did work on driveway as they were not able to access previously and worried about not matching the work they just had

completed. Traffic and speeding is horrendous on road; improved roads could mean more speeders.

Mr. Mears asked Mr. Williams to explain side friction. When there are objects either in the middle of the road or on the side it causes people to slow down naturally because of the feeling of nervousness from close proximity to other vehicles.

Vice Mayor Erhart asked for Mr. Williams to explain the construction time frame. Mr. Williams stated that this will be up to the contractor that is hired. Mr. Williams stated that he believes the contractors will begin with curb, gutter, and sidewalk first and leave paving till end of project. Mr. Mears gave rough timelines of when phases of construction will be completed with everything finishing around October.

Mrs. Reynolds and Mr. Mears explained that there were changes of adding manholes to S. Butler Street, obtaining irrigation information and new additions to system, as well as the needed side street adjustments to ensure the road can be lowered.

Vice-mayor Steve Erhart moved to approve the requested changes for Butler Street engineering plans for side street adjustments and manhole adjustments. Council member Marsha Tucker seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

RECONVENE BACK INTO REGULAR MEETING

8. NEW BUSINESS

A. DISCUSSION AND POSSIBLE ACTION TO APPROVE AND OR REQUEST CHANGES TO BUTLER STREET ENGINEERING PLANS

Mrs. Reynolds and Mr. Mears explained that there were changes of adding manholes to S. Butler Street, obtaining irrigation information and new additions to system, as well as the needed side street adjustments to ensure the road can be lowered.

Vice-mayor Steve Erhart moved to approve the requested changes for Butler Street engineering plans for side street adjustments and manhole adjustments. Council member Marsha Tucker seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

B. DISCUSSION AND POSSIBLE ACTION TO APPROVE MAYOR BRYCE HAMBLIN OR TOWN
MANAGER MATT MEARS TO APPROVE CONTRACTORS FOR BUTLER STREET PROJECT

Mr. Mears stated that once these changes are implemented it will take EPS group a few weeks to get the plans to a further state. Mr. Mears has sent the current 30% plans to Sunland so once EPS is done updating plans Sunland can present a bid shortly after. Mr. Mears asked council to approve the Mayor or himself to approve contractors so the project can continue moving forward. Vice-Mayor Erhart asked if the motion should be an either or motion; Mr. Mears stated that was fine.

Vice-mayor Steve Erhart made a motion to approve Mayor Bryce Hamblin or Town Manager Matt Mears to approve contractors for Butler Street Project. Council member Marsha Tucker seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

10. CONTINUING OF NEW BUSINESS

A. DISCUSSION AND POSSIBLE ACTION TO GO OUT TO BID FOR FENCING, HYDRO SEEDING,
SPRINKLER SYSTEM, POND SEALER, STOCKING FISH, AND CONCRETE SIDEWALKS FOR THE
POND.

Mr. Mears explained different lines coming into the pond area. Mr. Mears stated that to create a sidewalk around the pond would be roughly \$43,000 so this would require public bid. He stated that the clay seems to be working very well on the pond and would recommend waiting on pond sealer until next spring to see if it is needed. Mr. Mears requested authorization from council for the Town to go out to bid for fencing (minimal maintenance) with columns and wrought iron fencing along Butler Street side of park, hydro seeding, lights and poles, sprinkler system, stocking of fish, and concrete sidewalks.

Mayor Hamblin asked if council wanted to have the wall to the West along Butler to be complete wrought iron or sitting on top of concrete wall.

Councilor Seeley wants to be able to see inside the area on at least one side. She agrees with the picture provided of columns on bottom with wrought iron about half way up.

Mayor Hamblin asked about estimate for 4' sidewalk; is that wide enough for jogging path through area. Mayor would like to go either 5' or 6'. Mr. Mears stated other improvements to the park area with buildings and restrooms that will need to be connected as well.

Mayor asked council what size of sidewalk council would agree to; Council member Debra Seeley asked if the sidewalks are going to be wheel chair accessible and if so what size of a sidewalk would be needed to allow people use. Councilor Debra Seeley would rather go 6'

to ensure there is necessary room. Other council members agreed with 6' sidewalk. Councilor Seeley would like to see a family area with an outdoor movie area against the racquetball court in the future.

Mayor Hamblin wants to set a certain amount for the stocking of the pond. Vice Mayor Erhart suggested Brown's hatchery. Mayor Hamblin wants a dollar amount for the fish instead of trying to piece together an order and potentially not obtaining the best deal. The Mayor asked the Game and Fish representative that came to the area if \$30,000 would be sufficient for fish and he believed that would. Mayor Hamblin stated to go up to \$30,000 for fish and going out to bid for everything else.

Council member Debra Seeley made a motion to go out to bid for fencing, hydro seeding, and a sprinkler system, to not seal the pond at this time, stocking of fish up to \$30,000 and concrete sidewalk for 6'. Vice Mayor Steve Erhart seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
 Steve Erhart
 Debra Seeley
 Reece Hadlock
 Marsha Tucker

B. DISCUSSION PRESENTATION AND POSSIBLE ACTION BY MONTY R LEE AND COMPANY
(ENGINEERING FIRM) FOR FIBER (LYNN MERRILL)

Mr. Matt Mears introduced Lynn Merrill with Monty R Lee and Company for his fiber presentation. Mr. Merrill thanked the council for their time this evening. Used a PowerPoint presentation printout that depicted when the company began and how it has grown. Mr. Merrill stated they cover the nation with services so it is easy to work with different locations. Mr. Merrill stated the company could assist in securing financing with information if needed. Discussed process from start of obtaining financing to layout to completion of installation. Mr. Mears discussed for this to be a two phase project; first would be getting server and inside equipment set up and ready for use, then install roughly one mile from 2nd street all the way North to 7th Ave., then having a mile run along Central Ave. that would allow most of the business district to connect. Vice Mayor Erhart asked if this would include both sides of these areas. Mr. Mears stated this would include both sides and would cost roughly \$300,000 to run the two miles. Different areas of Central Ave. installation were discussed to serve the most residents. Discussed grants and different funding opportunities as well as possible service available. **No Action Taken.**

C. DISCUSSION AND POSSIBLE ACTION TO RENEW WITH SUNSTATE FOR INFORMATION
TECHNOLOGY AND PHONE SERVICES OR APPROVE VERTICOM FOR INFORMATION
TECHNOLOGY AND PHONE SERVICES

Mr. Mears stated that he was encouraged to seek out different options for services when he started with the Town. Sunstate currently charges \$4,355 a month for information technology (IT) and phone services where as Verticom will charge \$3,900 for IT and phone services per month.

Mayor Hamblin asked the Verticom representative to give an overview of what the company has to offer. The Town is currently a client of PCP, which Verticom works with, and the company manages the copiers and printers. Verticom is the IT division of the services and the company can offer better rates because products and services is proven to work meaning there are less service calls. Vice Mayor Steve Erhart asked who else the company has contracts with near this area. The representative stated that All Copy Products is part of Konica Minolta which covers the majority of Northern and North Eastern Arizona Chinle Valley, the majority of Flagstaff, and Prescott Valley as well.

Council member Reece Hadlock moved to approve Verticom for Information Technology and Phone Services. Council member Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

D. DISCUSSION AND POSSIBLE ACTION TO WAIVE PARK FEE'S FOR THE SUMMER FOOD PROGRAM FOR ROUND VALLEY SCHOOL DISTRICT FOR THE MONTH OF JULY 2022

Mayor Hamblin introduced the topic and stated he was ready to hear a motion.

Vice Mayor Steve Erhart made a motion to approve the Waiving of park fees for the Summer Food Program for Round Valley School District for the month of July 2022. Council member Reece Hadlock seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

E. DISCUSSION AND POSSIBLE ACTION TO APPROVE KRISTI PENROD TO PLANNING AND ZONING COMMISSION FOR A TERM OF THREE YEARS (BRITNEY REYNOLDS)

Mayor Bryce Hamblin called for a motion after reading agenda item.

Council member Reece Hadlock moved to approve Kristi Penrod to the Planning and Zoning commission for a term of three years. Council member Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

11. EXECUTIVE SESSION

- A. EXECUTIVE SESSION AS ALLOWED BY A.R.S. § 38-431.03.A4. – DISCUSSION OR CONSULTATION WITH THE ATTORNEYS OF THE PUBLIC BODY IN ORDER TO CONSIDER ITS POSITION AND INSTRUCT ITS ATTORNEYS REGARDING THE PUBLIC BODY'S POSITION REGARDING CONTRACTS THAT ARE THE SUBJECT OF NEGOTIATIONS, IN PENDING OR CONTEMPLATED LITIGATION OR IN SETTLEMENT DISCUSSIONS CONDUCTED IN ORDER TO AVOID OR RESOLVE LITIGATION. – CELLULAR ONE TOWER CONTRACT
- B. EXECUTIVE SESSION AS ALLOWED BY A.R.S. § 38-431.03.A4. - DISCUSSION OR CONSULTATION WITH THE ATTORNEYS OF THE PUBLIC BODY IN ORDER TO CONSIDER ITS POSITION AND INSTRUCT ITS ATTORNEYS REGARDING THE PUBLIC BODY'S POSITION REGARDING CONTRACTS THAT ARE THE SUBJECT OF NEGOTIATIONS, IN PENDING OR CONTEMPLATED LITIGATION OR IN SETTLEMENT DISCUSSIONS CONDUCTED IN ORDER TO AVOID OR RESOLVE LITIGATION. – FIBER CONTRACT
- C. EXECUTIVE SESSION AS ALLOWED BY A.R.S. § 38-431.03.A4. - DISCUSSION OR CONSULTATION WITH THE ATTORNEYS OF THE PUBLIC BODY IN ORDER TO CONSIDER ITS POSITION AND INSTRUCT ITS ATTORNEYS REGARDING THE PUBLIC BODY'S POSITION REGARDING CONTRACTS THAT ARE THE SUBJECT OF NEGOTIATIONS, IN PENDING OR CONTEMPLATED LITIGATION OR IN SETTLEMENT DISCUSSIONS CONDUCTED IN ORDER TO AVOID OR RESOLVE LITIGATION. – BOYS AND GIRLS CLUB CONTRACT
- D. EXECUTIVE SESSION AS ALLOWED BY A.R.S. § 38-431.03.A1 AND § 38-431.03.A4. - DISCUSSION OR CONSIDERATION OF EMPLOYMENT, ASSIGNMENT, APPOINTMENT, PROMOTION, DEMOTION, DISMISSAL, SALARIES, DISCIPLINING OR RESIGNATION OF A PUBLIC OFFICER, APPOINTEE OR EMPLOYEE OF ANY PUBLIC BODY, EXCEPT THAT, WITH THE EXCEPTION OF SALARY DISCUSSIONS, AN OFFICER, APPOINTEE OR EMPLOYEE MAY DEMAND THAT THE DISCUSSION OR CONSIDERATION OCCUR AT A PUBLIC MEETING. THE PUBLIC BODY SHALL PROVIDE THE OFFICER, APPOINTEE OR EMPLOYEE WITH WRITTEN NOTICE OF THE EXECUTIVE SESSION AS IS APPROPRIATE BUT NOT LESS THAN TWENTY-FOUR HOURS FOR THE OFFICER, APPOINTEE OR EMPLOYEE TO DETERMINE WHETHER THE DISCUSSION OR CONSIDERATION SHOULD OCCUR AT A PUBLIC MEETING – TOWN MANAGER MATT MEARS CONTRACT

Vice Mayor Steve Erhart made a motion to convene into Executive Session [At 7:03 p.m.]
Councilor Reece Hadlock seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

RECONVENE INTO REGULAR SESSION

Vice Mayor Steve Erhart made a motion to reconvene into Regular Session [At 7:46 p.m.]
Councilor Reece Hadlock seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

A. DISCUSSION AND CONSIDERATION OF ANY ACTION NEEDED FOR ITEM 11A

Council member Reece Hadlock moved to approve the Cellular One Tower Contract as presented. Council Member Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

B. DISCUSSION AND CONSIDERATION OF ANY ACTION NEEDED FOR ITEM 11B

Vice Mayor Steve Erhart moved to approve the Fiber contract as presented contingent on negotiating a contract with ATNI. Council Member Reece Hadlock seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

C. DISCUSSION AND CONSIDERATION OF ANY ACTION NEEDED FOR ITEM 11C

Council member Debra Seeley moved to give a 90 day notice of termination of lease. Council Member Marsha Tucker seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

D. DISCUSSION AND CONSIDERATION OF ANY ACTION NEEDED FOR ITEM 11D

Vice Mayor Steve Erhart moved to renew the Town Manager contract for two years as currently written. Council Member Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin

Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

13. ADJOURNMENT

Council member Reece Hadlock made a motion to adjourn the meeting [at 7:48 p.m.] Council member Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Debra Seeley
Reece Hadlock
Marsha Tucker

Attest: _____

Mayor: _____

Vice-Mayor: _____

Council: _____

CERTIFICATION OF COUNCIL MINUTES

I hereby certify that the foregoing minutes is a true and correct copy of the minutes of the Regular Council Meeting of the Town of Eagar, Arizona held on June 7th, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Britney Reynolds, Community Development Coordinator