

**MINUTES
EAGAR TOWN COUNCIL
SPECIAL MEETING
22 W. 2nd St., Eagar, AZ
July 14, 2021 – 6:00 P.M.**

Mayor Bryce called the Special Meeting to order and welcomed those present. Mayor Hamblin requested that the record show all Councilmembers are present except for Councilors 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
 Reece Hadlock
 Debra Seeley
 Marsha Tucker

COUNCIL ABSENT: John Phelps
 Randy Nicoll

STAFF PRESENT: Matt Mears, Town Manager
 Jessica Vaughan, Town Clerk/Events Coordinator
 John Pedroncelli, Street Supervisor
 Brett Riggs, Town Attorney- via phone

ITEM #5: SUMMARY OF CURRENT EVENTS

Matt Mears Town Manager reported that the contractor part of 1st through 3rd Ave project was complete and came in under budget by \$1,000.00. We will finish grading the sides and proposing a retaining wall. Mill and overlay for 4th Ave will start in a few weeks with no scope of change its being funded by Northern Arizona Council of Governments and Arizona Department of Transportation.

ITEM #6: OPEN CALL TO THE PUBLIC

Rhonda Koellen stated that according to the Towns website the General Plan was last adopted in 2014. The 1st through 3rd Ave project the road sits to high, and the parking is now only parallel parking she then stated that Best Western driveway is steep, and that drainage will be an issue.

Angie Madrid stated that she had concerns about the drainage has been in contact with Town Manager, Matt Mears.

ITEM #5: CONSENT AGENDA

- A. APPROVAL OF MINUTES OF EAGAR TOWN COUNCIL MEETING(S) HELD JUNE 2021
- B. APPROVAL OF MAY 2021 NATIONAL BANK OF ARIZONA TRANSMITTALS, CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND CREDIT CARD PURCHASES
- C. ACCEPTANCE OF MAY 2021 FINANCIAL REPORT AND SALES TAX REPORT

Vice- mayor Steve Erhart made a motion to approve the consent agenda. Councilor Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

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

ITEM #8: NEW BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION TO ADOPT FISCAL YEAR 2021-2022 TENTATIVE BUDGET

Mr. Mears stated that only changes to the budget is adding 2 full time employees for Public Works and a 3% COLA. Once budget is set, we cannot go over Capital Improvement Projects there is a lot of work, but spending will be controlled. Road projects coming up is Alta Vista, Butler St., and we can start designing east side of 1st through 3rd Ave

Mayor Bryce Hamblin said he would like to raise the contingency to \$750,000

Councilmember Debra Seeley stated that a wage study needs to be done every year.

Vice- mayor Steve Erhart made a motion to adopt the fiscal year 2021-2022 tentative budget with contingency upped to \$750,000. Councilor Debra Seeley seconded and wanted on record that a wage study done each year; all were in favor, motion carried unanimously. 5-0

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

B. DISCUSSION AND CONSIDERATION TO APPROVE THE PURCHASE OF NEW LAPTOPS AND RECORD MANAGEMENT SYSTEM FOR THE EAGAR POLICE DEPARTMENT

Shane Bevington, Police Chief stated that the grants he received one being \$10,400 for laptops there will be \$400 that the grant wont cover that will be absorbed in the budget. New software system is a total of \$74,047 the grant we received was \$50,000 overage for that is \$24,000 with annual renewal at \$4,860.

Councilor Reece Hadlock made a motion to approve the purchase of new laptops and record management system for the Eagar Police Department. Councilor Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

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

C. DISCUSSION AND CONSIDERATION TO APPROVE THE PURCHASE OF SOFTWARE FOR COMMUNITY DEVELOPMENT

Mr. Mears stated that Community development uses the same system the police department is using and since that will be going away, they will need their own system. The cost is \$10,500 and annual is \$6,300.

Councilor Reece Hadlock made a motion to approve the purchase of software system for Community Development. Councilor Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

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

D. DISCUSSION AND POSSIBLE ACTION ON RETAINING WALL LOCATED BETWEEN MAIN ST AND HARLESS

Mr. Mears stated there are elevation changes on 1st and 2nd Ave and proposing a retaining wall. On 1st Ave approximately 102 feet, 2nd Ave approximately 373 feet up to 3 to 3 ½ feet and taper away from the sidewalk no handrails required. It will be cap walls so water will not push the wall down and the block is about \$9.00 each.

Councilor Reece Hadlock made a motion to move forward with the retaining wall as stated not to exceed \$65,000. Councilor Debra Seeley seconded; all were in favor, motion carried unanimously. 7-0

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

ITEM #9: EXECUTIVE SESSION- TABLED

- A. EXECUTIVE SESSION AS ALLOWED BY A.R.S. § 38-431.03.A1 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 – MATT MEARS 1 YEAR EVALUATION

RECONVENE INTO REGULAR SESSION

- B. DISCUSSION OR POSSIBLE ACTION OF ANY ACTION DEEMED NECESSARY FROM THE EXECUTIVE SESSION- ITEM A

ITEM #10: ADJOURNMENT

Vice-mayor Steve Erhart made a motion to adjourn the meeting [at 6:38 p.m.] Debra Seeley seconded; all were in favor, motion carried unanimously. 5-0

Vote: Ayes: Bryce Hamblin
Steve Erhart
Reece Hadlock
Debra Seeley
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 Special Council Meeting of the Town of Eagar, Arizona held on July 14, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Jessica Vaughan, Town Clerk/Event Coordinator