



## TOWN OF EAGAR

### REGULAR TOWN COUNCIL MEETING

January 2, 2024, at 6:00 PM

COUNCIL CHAMBER, 22 WEST 2ND STREET

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## MINUTES

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Mayor Steve Erhart called the regular meeting to order and welcomed those present. Mayor Erhart requested that the record show all Councilmembers are present except for councilman Phelps. Mayor Steve Erhart led the Pledge of Allegiance and Finance Director David Lamm offered the invocation.

### 5. SUMMARY OF CURRENT EVENTS

Mayor, Steve Erhart stated that he hoped everyone had a good Christmas.

Town Manager, Brannon Eagar stated that the Town Christmas Party was a success and that everyone had a good time. Currently looking into chipseal machine options as the whether buying, leasing and or renting would be better financially. Working on combining the Bashas parking lot parcels into one parcel and working on doing the same to the pond area and will move the parcels into the Towns name instead of Municipal Property Corporation (MPC).

Town Clerk, Jessica Vaughan stated that Christmas was a success we ended up with 16 pallets of toys from Toys for Tots. We had a lot of families that we did assist and between Brannon and I we are coming up with ideas on how to help next Christmas. Getting prepared for this year's election packets will be ready to pick up on January 29<sup>th</sup>.

Fire Chief, Levi Penrod stated they are working on end of the year reports we have ran 501 calls since January when we merged, that is about double what we did last year. Cauly Fillingham and Bridger Ashcroft just finished paramedic school. We will be sending 4 more to EMT classes this month and Fire 1 and 2 class will be finishing up on January 6<sup>th</sup>. That will give us more certified firefighters.

Public Works Director, John Pedroncelli stated that Public Works is working on the Springline and will be doing a chlorinator and other improvements. Expanding the cemetery and fixing streetlights.

Community Development Director, Britney Reynolds stated Main Street lighting we are waiting on 60% plans I will make sure council gets to see those. EV Charing Stations near Bashas because it is centralized in Eagar It did not receive funding on the last round of funding but it has some heavy support from some representatives in our area, as well as some representatives from Northern Arizona Council of Government (NACOG) hoping to know by May about funding. Short Stop waiting on Fire Inspection should be January 5<sup>th</sup> hoping they will be open after that. Meeting with Circle K Superintendent tomorrow and should have their Arizona Department of Quality (ADEQ)

test results. Tree Grant is closed and working on grants for utilities, grant writer, and upkeep on Springline. I put in another grant with Water Infrastructure Finance Authority (WIFA) grant for hydrants is headed for the board for \$70k with a 25% match.

Brannon Eagar did report that the Oak tree has been ordered to replace the tree at Ramsey Park behind the plaque.

## **6. OPEN CALL TO THE PUBLIC**

Slade Morgan reported to council that the bond was passed at the last election and thanked council for their questions and letting them present to council. The bond will be locally controlled money and will be discussed at their next board meeting. The Primary School will be opening again to host pre-school to 2<sup>nd</sup> grade so class sizes can be decreased.

Terry Shove stated that Little League Basketball has started but that St. Johns won't be participating but need more kids to join and volunteers.

Police Chief, Dayson Merrill introduced new officer Thomas Scruggs. He graduated from the academy December 15<sup>th</sup> and doing an amazing job. Current staffing, we have 7 sworn officers, we have 1 Reserve Walker Richardson. Hiring we have one cadet in the academy his name is Sydney Aragon he's scheduled to graduate February 29<sup>th</sup> in Tucson. Currently doing backgrounds on 4 and confident they will be starting in the academy January 30<sup>th</sup> if that's a Monday that will give us a total of 11 officers. Our current officers are doing amazing and have really stepped up making sure the towns have coverage. November stats there were 371 total incidents, 272 call for service, 106 written reports, 223 self-initiated calls, a few DUI's, 12 felony arrests and 18 misdemeanor arrests. I know the numbers sound high but we're trying our hardest to keep the towns safe.

## **7. CONSENT AGENDA**

- A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MEETING MINUTES FROM OCTOBER 2023
- B. APPROVAL OF OCTOBER 2023 NATIONAL BANK OF ARIZONA TRANSMITTALS, CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND CREDIT CARD PURCHASES
- C. ACCEPTANCE OF OCTOBER 2023 FINANCIAL REPORT AND SALES TAX REPORT

Councilman Ray Hamblin made a motion to approve the consent agenda. Councilwoman Debra Seeley seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes:     Steve Erhart  
                      Marsha Tucker  
                      Debra Seeley  
                      Bryce Burnham  
                      Ray Hamblin  
                      Brandon Slade

## 8. NEW BUSINESS

### A. DISCUSSION AND POSSIBLE ACTION TO APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF EAGAR AND THE STATE OF ARIZONA (HAWK SYSTEM)

Britney Reynolds stated that Northern Arizona Council of Government (NACOG) did a study in the area of 6<sup>th</sup> Ave near Sonic for traffic flow and found there is no safe gap in time for students and citizens to be crossing the road in that area. They recommended a HAWK system for that area and the project should be covered with Highway Safety Improvement Project (HSIP) money. We were awarded \$749,601 but think that it will be closer to \$500k because Casa Grande installed one for \$425k but looking into any possible overages and will have a better estimate as we get closer.

Councilwoman Debra Seeley made a motion to approve the Intergovernmental Agreement between the Town of Eagar and the State of Arizona Hawk System. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

### B. DISCUSSION AND CONSIDERATION OF RESOLUTION 2024-01 DECLARING A NOTICE OF INTENT TO INCREASE WATER AND WASTEWATER RATES, WATER AND SEWER CONNECTION FEES, PARK AND CEMETERY FEES, AND SETTING A DATE TO HOLD A PUBLIC HEARING ON THE PROPOSED INCREASES

Brannon Eagar stated that the Utility Board has met twice and has been looking at revenues. We looked at other towns' rates, potential projects, maintenance, and improvements. The Board is recommending a 3% increase over the next 5 years to the water, wastewater, parks and cemetery fees. That would be after the first year an increase of \$2.60 per month moving forward. We should see an increase of 2024 revenue from \$1,446,361 to 2028 revenue \$1,738,814. Future projects will be looking into a treatment plant but we will be looking into grant funds for that and extending utilities out into the Industrial Park.

Mayor Steve Erhart stated that we have always been urged by every water study we've had it needs to pay for itself. We haven't ever gone by that we've gone by the thought that none of our departments pay for themselves. As long as we have the revenues to pay our bills and put savings away that we don't want people to not have a green yard and make our area look unattractive. We are trying to keep things at a bare minimum and be lower.

Councilman Brandon Slade stated we mentioned in the Utility Meeting that we need to attract other businesses to come in out at the Industrial Park. Especially with the Power Plants shutting down we may be looking at some tough times.

Councilwoman Debra Seeley made a motion to approve Resolution 2024-01 with the Public Hearing at 5:30 pm. Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

C. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE RATIFICATION  
OF BID ACCEPTANCE FOR THE METAL BUILDING TO GABLE STEEL  
FOR THE FIREHOUSE

Brannon Eagar stated that Gable Steel was the only bid we received for the Firehouse building. I was informed by Gable Steel that there was a price increase that was about to be effective December 22. I went ahead and signed the purchase agreement so that we could be locked in on the price of the building. We are looking into grants to help pay for the building but we are moving forward.

Mayor Steve Erhart did remind council that we did budget \$1 million for the firehouse.

Vice-mayor Marsha Tucker made a motion to approve the ratification of bid acceptance for the metal building to Gable Steel for the firehouse. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

D. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE APACHE COUNTY  
POLLING PLACE AGREEMENT FOR THE 2024 ELECTIONS

Jessica Vaughan stated this is a house cleaning item every election the Council Chambers is used as a voting location. Primary Election will be August 6<sup>th</sup> and General Election will be November 5<sup>th</sup>.

Councilman Ray Hamblin made a motion to approve the Apache County Polling Place Agreement for the 2024 Elections. Vice-mayor Marsha Tucker seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

#### E. DISCUSSION AND POSSIBLE ACTION TO GO OUT FOR BID FOR WATER METERING SYSTEMS

Britney Reynolds stated that the WIFA grant is for \$1.3 million to update the towns water meters a little over 2000 meters. Our hope with the meters is to have better accuracy and knowing when there is water loss. We are looking to have a direct read digitized that comes into Town Hall and the Public Works crews not having to take a week each month reading meters.

Vice-mayor Marsha Tucker made a motion to approve to go out for bid for water metering systems. Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

#### F. DISCUSSION AND POSSIBLE ACTION TO GO TO BID FOR WATER METERING INSTALLATION

Britney Reynolds stated that we are asking to go out to bid for a company to come install the meters and have GPS coordinates on each meter location.

Councilman Bryce Burnham asked if we could do the meter installation in house? Britney Reynolds stated that it will take the company 18 months if we contract it out with GPS coordinates and it will take our Public Works about 5 years to complete.

Councilwoman Debra Seeley made a motion to approve to go out to bid for water metering installation. Vice-mayor Marsha Tucker seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

#### G. DISCUSSION AND POSSIBLE ACTION TO GO OUT TO BID FOR A LICENSED CONTRACTOR FOR RAMSEY PARK BATHROOM

Britney Reynolds stated this is the CDBG project we have been working on for the Ramsey Park bathrooms. We finally got plans back and are ready to go out for a contractor for an estimate of \$170k. The bathrooms will be ADA compliant and will be easy to clean up similar to the Pond bathrooms.

Councilman Bryce Burnham made a motion to go out to bid for a licensed contractor for Ramsey Park bathroom. Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

H. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2024-02  
APPOINTING A FINANCE FILING OFFICER FOR FISCAL YEAR 2022

Finance Director, David Lamm stated that it is required by state statute and the previous person who was listed no longer works here so we need to update it so that I can submit for fiscal 2022.

Councilwoman Debra Seeley made a motion to approve Resolution 2024-02 appointing a Finance Filing Officer for fiscal year 2022. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

I. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE RATIFICATION OF AN I.T.  
CONTRACT WITH KNS TECHNOLOGY

Brannon Eagar stated that we have switched IT services to KNS Technology. Our previous IT Verticomm we have had a lot of issues with computers, printers, and we had 3 days with almost no computers and would try to fix things remote. KNS Technology is a local company also used by Sonwflake-Taylor. Verticomm we pay \$4500 a month and KNS has quoted us \$2998 a month we will save money with KNS Technology and believe it will be better for the Town.

Vice-mayor Marsha Tucker made a motion to approve the ratification of an IT Contract with KNS Technology. Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

J. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE CHURCH WELL  
UPDATED PRICING FOR ENGINEERING BY EPS ENGINEERING NOT TO EXCEED  
\$33,000

Brannon Eagar reported that we brought this to you in November and approved then \$20,000. We received a proposal from EPS that was for \$32,000. We do have a meeting set up with EPS tomorrow and will work on what they think they are engineering and see if we can get it back

down into a reasonable realm. However, with the need to get the well online before summer if it has to be this cost we would like to have approval to move forward and get the well online by March.

Councilman Debra Seeley made a motion to approve the Church Well updated pricing for engineering by EPS Engineering not to exceed \$33,000. Councilman Brandon Slade seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

10.ADJOURNMENT

Councilman Ray Hamblin made a motion to adjourn at [at 6:56 p.m.]. Councilwoman Debra Seeley seconded; all were in favor, motion carried unanimously. 6-0

Vote: Ayes: Steve Erhart  
Marsha Tucker  
Debra Seeley  
Bryce Burnham  
Ray Hamblin  
Brandon Slade

Attest: \_\_\_\_\_  
Mayor: \_\_\_\_\_  
Vice-Mayor: \_\_\_\_\_  
Council: \_\_\_\_\_  
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CERTIFICATION OF COUNCIL MINUTES

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of Regular Council Meeting of the Town of Eagar, Arizona held on January 2, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

\_\_\_\_\_  
Jessica Vaughan, Town Clerk