

**MINUTES OF THE REGULAR MEETING
OF THE HONORABLE TOWN COUNCIL OF THE TOWN OF PINETOP-
LAKESIDE, ARIZONA, HELD ON THURSDAY, FEBRUARY 15, 2018
IN THE TOWN COUNCIL CHAMBERS LOCATED AT
1360 N. NIELS HANSEN LANE, LAKESIDE, AZ 85929**

A. Call to Order

Mayor Irwin called the meeting to order at 6:00 p.m.

➤ **Roll Call:**

The following Council Members were present:

Stephanie Irwin	Mayor
Jerry Smith	Vice Mayor
Carla Bowen	Council Member
Cathy Penrod	Council Member
James Snitzer	Council Member
Norris Dodd	Council Member

The following Council Member was excused:

Kathy Dahnk	Council Member
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Also Present:

Kevin Rodolph	Finance Director
Remilie S. Miller	Town Clerk
Kendra Abel	Library Manager
Matt Patterson	Public Works Director
Dan Barnes	Acting Police Chief
Tony Alba	Community Services Manager
Cody Blake	Community Development Manager

➤ **Pledge of Allegiance and Invocation:**

Mayor Irwin led the Pledge of Allegiance to the Flag.

Community Development Director Cody Blake delivered the invocation.

Mayor and Council observed a moment of silence for the victims of the Florida School shooting.

B. Call to the Public

Mayor Irwin called for public comments.

Robert Ingels, PO Box 625 Lakeside AZ, conveyed that he will be in attendance at the Town Planning and Zoning Commission meeting next week. He announced that he is very much interested in the Commission's agenda item which relates to the Town General Plan. Mr. Ingels expressed his intention and announced that he will participate in critiquing the changes to Town Code Title 17. He said that much of Title 17 is very important for the community; and it relates directly in areas of the general plan. Further, he said that there should be an oversight for the code compliance.

C. Consent Agenda

Mayor Irwin announced consideration of the Consent Agenda and explained that all items listed would be acted upon by a single vote of the Council, unless a member of the Council asked that specific items be removed from the Consent Agenda, discussed and voted upon separately.

Vice Mayor Smith moved for passage of the Consent Agenda. Council Member Dodd seconded the motion and was carried unanimously.

**C.1 Consider Approval of the Minutes of the Town Council
Regular Meeting held on February 1, 2018.**

By a majority vote under the Consent Agenda, Town Council approved the minutes of the Town Council Regular meeting held on February 1, 2018.

design for the Council Chambers, and other necessary locations including conference rooms, reception, and archives.

Director Patterson conveyed that the final plans consist of detailed instruction for the demolition of existing walls, and relocation of certain mechanical components, including plumbing, heating ventilation and air conditioning, electrical, and fire sprinklers to better serve the functions, and safety requirements of the Town. The plans also contain material specifications to seamlessly blend the existing finishes with the new. A finish schedule is also included, along with keynotes for finish conditions, including paint, millwork, and flooring.

Director Patterson stated that upon Council approval, the final plans will be submitted to Cody Blake, the Town Building Official, and Kelly Wood, the Fire Marshall at the Pinetop Fire Department for approval.

DISCUSSION

Public Works Director Patterson conveyed that while working with the design plan and collaboration with the architect, the main focus with this project was to reducing cost. They focused on leaving as many walls and many parts of the new building as possible by creating workable spaces at the same time keeping the attributes of the existing building. The big part of the construction work is the creation of council chambers in this building.

Director Patterson reported that Vice Mayor Smith reviewed the plans and offered some concerns. There are concerns that will be addressed once the project in at the contractor level, specifically Vice Mayor Smith suggested on lighting.

Director Patterson shared that Vice Mayor Smith offered good suggestions on some rooms without carpet. Instead of forcing the contractor to match the carpet on some rooms, the carpet will be replaced. There is only a small portion of carpet that will be kept; overall, replacing all the carpet is a better option than trying to find a match for the existing carpet.

Vice Mayor Smith conveyed that Director Patterson did an excellent job working with the architect. He said that Director Patterson covered most of the concerns he brought up.

Mayor Irwin expressed appreciation to Director Patterson for being cost conscious. She stated that the Town needs to make sure that we are planning for the future but aware of the budget constraints, for example, the pre-wiring of the technology but not necessarily installing the equipment now.

Director Patterson confirmed that the cabling (no finish parts to it) will be installed and will be utilized in the future.

Director Patterson went over the proposed bid scheduled for this project, with the bid opening of March 20th.

In response to Council Member Penrod, Director Patterson conveyed that he matched the interior of the New Town Hall as much as possible to the existing building attributes.

Vice Mayor Smith moved to approve the Final Plans for the Town Hall Tenant Improvement completed by Esencia Architecture & Urban Design, allowing the project to proceed for additional approval from the Town Building Official and the Fire Marshall. Council Member Dodd seconded the motion and was carried unanimously.

D.2 Approval of the Final Plans for the Jack Barker Memorial Park

Public Works Director Patterson recommended that Council approve the Final Plans for the Jack Barker Memorial Park completed by Kathrine Nunn by formal action allowing the project to proceed to the construction phase.

Director Patterson reported that the Town of Pinetop-Lakeside is working in conjunction with the Jack Barker Memorial Committee to construct a park that will serve the community and beautify a prominent location in the town.

The Town of Pinetop-Lakeside is constructing a park located on Johnson Drive across from the Public Library in memoriam of Jack Barker in collaboration with the Jack Barker Memorial Committee. This park will provide a beautifully landscaped space for pedestrians and special events for the community.

Director Patterson conveyed that the final plans consist of detailed configurations for an amphitheater, and an illuminated walking path that includes a garden area and a fountain. The plans also include parking, as well as curbing. Jack Barker Memorial Committee is selling memorial pavers that will be included in the design.

DISCUSSION

Mayor Irwin announced that this has been the project she was working on with several members of committee. She then expressed appreciation to Kathrine Nunn for her excellent job developing the plans for this project. Additionally, thanked Town Staff (Matt Patterson, Mary French-Jones, Kevin Rodolph and Keith Johnson) for their assistance and great effort with this project.

Public Works Director Patterson shared that the interesting thing of this project is the Jack Barker Memorial Committee has picked up all of the cost (material) for this project. The Town has covered the cost (in-house) for the labor to help with the build out since it is a Town Park. This is truly a great partnership.

Director Patterson reported that before any major construction begins at the site, he will work on placing the waterline, irrigation for grass, and lighting as a priority. He also reported that trees at that location have been marked for cutting.

Director Patterson shared some of the things that will be placed on the site such as the memorial art work, plants, trees, brick pavers, walkway, benches, etc.

Mayor Irwin conveyed that the project is in honor of Jack Barker. The park is intended for a “memorial” honoring loved ones or other members of the community.

Council Member Penrod conveyed that it is remarkable to know that this project is being completed through donations. She then expressed appreciation for the partnership.

Mayor Irwin announced that a golf tournament is scheduled as fundraising toward this project.

Director Patterson confirmed that the Christmas tree will stay and will continue as the venue for the annual lighting ceremony.

Mayor Irwin moved to approve the Final Plans for the Jack Barker Memorial Park completed by Kathrine Nunn, allowing the project to proceed. Council Member Dodd seconded the motion and was carried unanimously.

D.3

Resolution No. 18-1443

**Agreement with White Mountain Village Associates, LLC
for the Lease of Property Located at the Safeway Shopping Center,
20 E. White Mountain Boulevard, Suites B1, B2 & B3,
Pinetop AZ 85935, to Utilize the Facility for the
Town Magistrate Court and Justice of the Peace Court**

This item was removed from the agenda.

D.4

Reports from Council Committee Liaisons

Council Member Snitzer reported the following:

- Announced that the Walking Down Ranch project did not qualify for the Community Development Block Grant (CDGB) funding.
- Announced that the grand opening of the Veteran's Thrift Store was held yesterday.
- Encouraged to donate and explained that tax write-off dollar-for-dollar donation to assist the Veterans' Thrift Store and the Walking Down Ranch 501c3 organization.
- Shared some activities of TRACKS – ready to do more trail works.
- Announced the Little Colorado conference (water and economic issues) scheduled for next week.
- White Mountain Nature Center had a very successful event "Eagle Program held over the weekend. There were about 200 people attended the event.
- Pat DeRosier, local business owner and her group is working with White Mountain Nature Center in partnering with several events such as winter village for next fall, food truck and other family theme event.
- Attended and shared updated regarding the Broadband Consortium meeting held this week, such as the E-rate joint binds and Feds budget for the rural broad band

Vice Mayor Smith reported on the successful valentine lunch held at the Senior Center.

Council Member Dodd reported on the following:

- Provided update and shared activities of Natural Resources Working Group and the Forest Restoration Initiative.
- Continuously participating with meeting of committee to review the Town Forest Health and Fire Protection Code revision.
- Announced that the Pinetop Fire Department has Firefighters attended a conference in Austin, TX to International Fire Chief meeting where the focus on developing Fire Wise and Fire Adapted community ordinances. Their next committee meeting is scheduled for March 6th.
- Visited with the owners of Elk Ridge's parcel (56 acre parcel) on January 17th. The owner already sent a letter to the Town Manager and indicated he is ready to process with some planning. He said "Save our Park" will pay for the brainstorming session. Planning will include breaking the parcel at the mountainside, integrate it with the other parcel, and work in revitalizing the Safeway Center. A conceptual site plan and feasibility study will be conducted.
- Judged the spelling Bee contest held yesterday and announced that Blue Ridge student placed 5th in this contest.

Council Member Penrod reported the following:

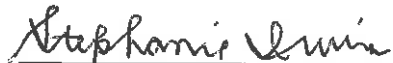
- Reminded everyone to visit and support the Humane Society of the White Mountain Dog House Thrift Shop.
- Thanked the White Mountain Nature Center for a great collaboration and partnership meeting and planning of event with the Pinetop-Lakeside local business owners. There are three (3) events planned. She encouraged everyone to look for Facebook posting and other avenue the group will be advertising for this events. The Pinetop-Lakeside local business owners will be providing miscellaneous discounts at their events.

Mayor Irwin reported on the following:

- Reminded the Town Council of the Safe House benefit dinner scheduled for Saturday, February 17, 2018, 5:00 p.m. at Hon-Dah Resort and Casino.
- Announced the successful Employee Appreciation Dinner and thanked Town Staff who are involved in this event.

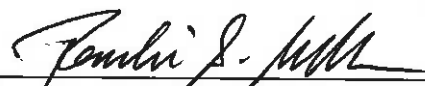
E. **Adjournment**

There being no further business at this time, the meeting was adjourned at approximately 6:44 p.m.



Stephanie Irwin
Mayor

ATTEST:



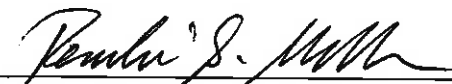
Remilie S. Miller, MMC
Town Clerk



CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular meeting of the Town Council of Town of Pinetop-Lakeside, Arizona, held on the 15th day of February, 2018. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 1st day of March, 2018



Remilie S. Miller, MMC
Town Clerk

