

**MINUTES OF THE  
EMERGENCY MEETING  
OF THE HONORABLE TOWN COUNCIL  
OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA,  
HELD ON TUESDAY, MARCH 17, 2020 AT 5:30 P.M.  
LOCATED AT TOWN HALL  
325 W. WHITE MOUNTAIN BOULEVARD, LAKESIDE, AZ 85929**

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**A. Call to Order**

Mayor Irwin called the meeting to order at 5:30 p.m.

➤ **Roll Call**

The following Council Members were present:

Stephanie Irwin	Mayor
Jerry Smith	Vice Mayor <i>participated telephonically</i>
Kathy Dahnk	Council Member <i>participated telephonically</i>
Carla Bowen	Council Member <i>participated telephonically</i>
Jim Snitzer	Council Member <i>participated telephonically</i>
Mazie Hastings	Council Member <i>participated telephonically</i>
Lynn Krigbaum	Council Member <i>participated telephonically</i>

Also, Present:

Keith Johnson	Town Manager
Kevin Rodolph	Finance Director
Jill Akins	Town Clerk
Tony Alba	Community Services Manager
Annie DeRosier	Visitor Information Specialist
Matt Patterson	Public Works Director <i>participated telephonically</i>
Dan Barnes	Police Chief
Kendra Abel	Library Manager <i>participated telephonically</i>

➤ **Declaring an Emergency Proclamation:**

Mayor Irwin read the following proclamation:

**WHEREAS**, the World Health Organization declared a Public Health Emergency of International Concern on January 30, 2020, the United States Department of Health and Human Services declared a Public Health Emergency related to the COVID-19 outbreak on January 31, 2020, and the World Health Organization officially declared a pandemic due to COVID-19 on March 11, 2020, and the Governor of Arizona declared an emergency due to COVID-19 and issued Executive Order 2020-07 providing Proactive Measures to Protect Against COVID-19 and on March 13, 2020 the President of the United States, Donald Trump, declared a National Emergency concerning the Novel Coronavirus Disease (COVID-19) Outbreak; and

**WHEREAS**, Governor Doug Ducey and Superintendent Kathy Hoffman, on March 15, 2020, announced a statewide closure of Arizona schools from Monday, March 16, 2020 through Friday, March 27, 2020; and

**WHEREAS**, on March 15, 2020, the Center for Disease Control and Prevention (CDC), in accordance with its guidance for large events and mass gatherings, recommends that for the next 8 weeks, organizers (whether groups or individuals) cancel or postpone in-person events that consist of 10 people or more throughout the United States; and

**WHEREAS**, COVID-19 poses a serious public health threat for infectious disease spread to Town of Pinetop-Lakeside residents and visitors if proper precautions recommended by public health are not followed; and

**WHEREAS**, throughout the nation and State of Arizona, public health and health care systems have identified precautions and interventions that can mitigate the spread of COVID-19; and

**WHEREAS**, it is necessary and appropriate to take action to ensure the spread of COVID-19 is controlled and that the residents of the Town of Pinetop-Lakeside remain safe and healthy; and

**WHEREAS**, the Mayor of the Town of Pinetop-Lakeside is authorized by the Pinetop-Lakeside Town Code Chapter § 8.06.020 Emergency Management Authority/Service/Planning Mayor’s authority, and by A.R.S. § 26-311, to declare an emergency; and

**WHEREAS**, during the emergency, the Mayor shall govern by proclamation and have the authority to preserve the peace and order of the Town of Pinetop-Lakeside, including but not limited to:

- Imposing curfews;
- Ordering the closing of any business;
- Closing to public access any public building, street, or other public place;
- Call upon regular or auxiliary law enforcement agencies and organizations within or without the Town for assistance.

**NOW, THEREFORE**, I, Stephanie Irwin Mayor of the Town of Pinetop-Lakeside, by virtue of the authority vested in me by the Constitution and Laws of the State and the Town of Pinetop-Lakeside Code, do hereby proclaim that the COVID-19 outbreak presents conditions in the Town of Pinetop-Lakeside which may be beyond the control of the services, personnel, equipment, and facilities of the Town of Pinetop-Lakeside, and thus justifies a declaration of emergency; accordingly, pursuant to A.R.S. § 26-311 and Town of Pinetop-Lakeside Town Code Chapter § 8.06.020 Emergency Management Authority/Service/Planning Mayor’s authority I do hereby:

1. Determine and deem that an emergency exists due to the COVID-19 pandemic which presents conditions which could be beyond the control of the services, personnel, equipment, and facilities of the Town of Pinetop-Lakeside; and
2. Declare that the Mayor of the Town of Pinetop-Lakeside shall, during such emergency, govern by proclamation and shall have the authority to impose all necessary regulations to preserve the peace and order of the Town of Pinetop-Lakeside; and
3. Declare that during this emergency, the Town of Pinetop-Lakeside shall have full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans or agreements therefor; and

4. Request assistance of the County of Navajo, the State of Arizona, and the Federal Government of the United States of America; and
5. Order and direct that public access be closed at the following public facilities in Pinetop-Lakeside: the public library and Visitor Center in the interests of preserving the public health and preventing the spread of the disease, and
6. Order and Direct that all town-scheduled activities creating a gathering of people of the town shall be canceled and that rental and use of town facilities to private parties for events and meetings shall be canceled and fees refunded; and
7. Order and direct that all out-of-state requests for town-business travel shall be denied unless summoned by court order or discretionary case by case for moving intergovernmental projects of the town forward or similar unavoidable circumstance; and
8. All businesses are encouraged to follow the current protocols of the Arizona Department of Public Health Services and to limit large gatherings on their premises and to mitigate the potential for transmission, including using delivery services, drive-through service, social distancing, limit four patrons to a table, place tables six feet apart and reduce the number of occupied tables. We encourage everyone to be measured in the purchasing of goods.
9. Restaurants should maintain high hygiene standards, require frequent handwashing between customer interactions and check workers for symptoms before they come to work.
10. Order, direct and authorize the Town Manager to implement any procedures and take any action he deems necessary to carry out the intent of this Proclamation including (without limitation) the power to authorize emergency procurements.
11. Public meetings will be procedurally modified as follows until the emergency declared herein abates and is withdrawn, or a subsequent Proclamation is issued with amendments:
  - a. No general public shall attend the meeting in person.

- b. Those necessary for attendance for an agenda item will be allowed to attend in limited numbers.
- c. Meetings will be livestreamed on the internet via Facebook, allowing the public to observe the meetings as required by the Open Meeting Law.
- d. Those wishing to comment on an agenda item or call to the public will be allowed to message via Facebook livestreaming.

Anyone who knowingly fails or refuses to obey the orders issued in this Proclamation shall be guilty of a class 1 misdemeanor as authorized by A.R.S. § 26-317.

This declaration and order shall remain in full force and effect until amended or terminated by further order of the Mayor or Town Council.

*IN WITNESS WHEREOF*, I have hereunto set my hand and caused to be affixed the seal of the Town of Pinetop-Lakeside, Arizona.

Done at the Town Hall of Pinetop-Lakeside, this 17<sup>th</sup> day of March 2020.

Councilmember Dahnk moved for passage of the Emergency Proclamation as presented. Vice Mayor Smith seconded the motion and by verbal roll call the following vote was recorded:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Mayor Irwin		
Vice Mayor Smith		
Council Member Dahnk		
Council Member Bowen		
Council Member Snitzer		
Council Member Hastings		
Council Member Krigbaum		

Mayor Irwin then declared the passage of the Emergency Proclamation as presented approved, passed and adopted with a 7-0 vote.

Councilmember Hastings said that she accepts the proclamation as presented and announced that the Senior Center has been closed until at least April 1, 2020.

Councilmember Snitzer said that he accepts the proclamation as presented.

Vice Mayor Smith said that he accepts the proclamation as presented.

Councilmember Dahnk said that she accepts the proclamation as presented and announced that the Nature Center is closed to the public.

Councilmember Bowen said that she accepts the proclamation as presented.

Councilmember Krigbaum said that she accepts the proclamation as presented and stated that an outstanding job has been done.

Mayor Irwin said that this have been a team effort. She stated that she has been in telephone conferences with the Governor's Office, Senator Sinema's office along with talking with other Mayor's throughout the State and explained that they were all trying to say the same message. She said that it is important that all jurisdictions try to have similar rules as our neighbors to enhance effectiveness. She said this situation will be a moving target and every day the recommendations are changing, but we are trying to keep up on it.

Community Services Manager Tony Alba said that there are a lot of rumors in Town and restaurants are fearful that we will shut them down as of today, which obviously we are not doing. He explained that he and Annie DeRosier would be visiting with every bar and restaurant in Town explaining the proclamation to them and answering any questions. He said that he hopes personal visits will help to alleviate their questions and concerns.

Mayor Irwin said that staff is encouraged to work remotely if needed and encouraged the Council to only come to Town Hall if absolutely necessary. She said she would attend the March 19<sup>th</sup> Town Council in person but explained that the rest of the Council is instructed to conference call into the meeting. She said that Annie DeRosier will be livestreaming the meeting via Facebook and that the citizens can ask questions through the livestream.

Town Manager Keith Johnson thanked the Mayor, Council and Town staff for pulling this together.

Mayor Irwin stated this proclamation might be able to help the Town federally or statewide receive resources. She encouraged everyone to patronage the restaurants in Town by using take-out to help the businesses.

There being no further business at this time, the meeting was adjourned at approximately 5:46 p.m.

Stephanie Irwin  
Stephanie Irwin  
Mayor

ATTEST:

Jill Akens  
Jill Akens, CMC  
Town Clerk



**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Emergency Meeting of the Town Council of Town of Pinetop-Lakeside, Arizona, held on the 17<sup>th</sup> day of March 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 17<sup>th</sup> day of March 2020.

Jill Akens  
Jill Akens, CMC  
Town Clerk

