

**MINUTES OF THE REGULAR MEETING
OF THE HONORABLE TOWN COUNCIL
OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA,
HELD ON THURSDAY, FEBRUARY 3, 2022
IN THE TOWN COUNCIL CHAMBERS LOCATED AT
325 W. WHITE MOUNTAIN BOULEVARD, LAKESIDE, AZ 85929**

➤ **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
Lynn Krigbaum	Council Member
Jim Snitzer	Council Member
Paul Watson	Council Member
Sterling Beus	Council Member

Also Present:

Kevin Rodolph	Assistant Town Manager/Finance Director
Jill Akins	Town Clerk
Dan Barnes	Police Chief
Matt Patterson	Public Works Director
Landon Rigg	Mayor's Youth Advisory Committee
Quinton Lawler	Mayor's Youth Advisory Committee
Shayla Grzelak	Mayor's Youth Advisory Committee
Grace Smithson	Mayor's Youth Advisory Committee
Parker Rigg	Mayor's Youth Advisory Committee
River Rigg	Mayor's Youth Advisory Committee
Morgan Eddy	Mayor's Youth Advisory Committee

➤ **Pledge of Allegiance and Invocation**

Mayor Irwin led the Pledge of Allegiance to the Flag.

Pastor Diane White delivered the Invocation.

B. Call to the Public

Mayor Irwin called for Public comments.

Lynn Krigbaum offered the following comments: *“Good Evening. Because I was a science teacher, I have always been involved in science fairs. There will be a regional science fair coming up, March 5th in Snowflake at the NPC Performing Arts Center. We need judges and if you know anyone that would like to be a judge, you can google Northeast Regional Science Fair and you can look into how to become a judge. There is training. It begins at 9:00 a.m. on Saturday, March 5th and I hope that all of you have had good science experiences in the past and perhaps you can continue that.”*

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. Councilmember Beus seconded the motion and by show of hands the following vote was recorded:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		
Council Member Snitzer	X		
Council Member Watson	X		
Council Member Beus	X		

Mayor Irwin then declared that all consent agenda items in these minutes were approved, passed, and adopted with a 6-0 vote.

C.1 Consider approval of the Minutes of the Town Council Meeting held on January 6, 2022.

By a unanimous vote under the Consent Agenda, Town Council approved the minutes of the Town Council Meeting held on January 6, 2022.

C.2 Consider approval of the Town Check Register for the period December 1 through 31, 2021.

By a unanimous vote under the Consent Agenda, Town Council approved the Town Check Register for the period December 1 through 31, 2021.

C.3 Consider approval of the Liquor License application for Eddie’s Country Store #88, Controlling Person Transfer, 1763 E. White Mountain Blvd., Pinetop AZ 85935.

By a unanimous vote under the Consent Agenda, Town Council approved the Liquor License application for Eddie’s Country Store #88, Controlling Person Transfer, 1763 E. White Mountain Blvd., Pinetop AZ 85935

D. Business Before the Council

Mayor Irwin announced that Public Comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by Staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

D.1 Presentation of the Voice of Democracy.

John Beeler, Chairman for the Voice of Democracy, presented the following awards for the Blue Ridge High School Voice of Democracy 2021-2022 Winners:

1. Leah R. Dorm
2. Alexis M. Spinner

3. Shea Barenhine
4. William L. Loffhouse
Allison J. Blomstrand
Kaytera L. Steah
Dakota A. Steah
Lucy M. Flake

D.2 Presentation of the TRACKS 2021 Annual Report.

Councilmember Lynn Krigbaum presented the following 2021 Annual TRACKS report:

Arizona's White Mountains offer outstanding outdoor opportunities, great beauty, and diverse wildlife habitats. 200+ miles of non-motorized trails in the Apache-Sitgreaves National Forests are provided through cooperation between the US Forest Service, AZ Game & Fish and TRACKS, a 500+ member volunteer organization that maintains & builds the White Mountains Trail System (WMTS). Formed in the late 1980's, TRACKS began as an ad-hoc committee of the Town of Pinetop-Lakeside and became a 501.C.3 non-profit. The WMTS attracts hikers, equestrians, trail runners, mountain bikers, cross country skiers, bird watchers & photographers, supports the regional economy, and promotes healthy lifestyles. In the past 5 years, TRACKS distributed 70,000+ White Mountains Trail System brochures, which is a strong indicator of the trail system.

In 2021, TRACKS trail crew worked 2037 hours on the following trails: Blue Ridge, Panorama, Osprey, 4 Springs, Land of Pioneers, Los Burros, Chipmunk, Los Caballos, Lookout Connector, Timber Mesa, and Buena Vista. http://independentsector.org/volunteer_time valued AZ volunteer work at \$26.94/hr.; thus, TRACKS trail work was valued at \$54,877 as support to the community, US Forest Service & White Mountains Trail System.

TRACKS members also reported other volunteering of 11,124 hours, valued at \$299,681, at events & other community service activities. In addition to the valuation of TRACKS total volunteering (\$354,588), the White Mountains Trail System, Tour of the White Mountains and triathlons provide major economic benefits to the region, e.g. the 2021 Epic Rides 25th year of the TWM had 1150 registered riders, many supporters and 120+ volunteers.

TRACKS improved trail safety by installing coded white trail diamonds every ¼ mile on all WMTS trails, gps'ing the location of each diamond, & providing a map with gps coordinates to all regional emergency responders & dispatchers. 911 callers tell the operator the code of the nearest diamond so that responders can locate them readily. Grants from AZ Game & Fish Heritage Fund, Navajo County and Hon Dah Resort helped cover project costs. Since 2013, all rescues have been 45 min. or less, with one responding officer. AZ State Parks Board voted to recommend TRACKS Emergency Response project as a possible model for all trails in AZ, & the project was featured as a “best use” of AZ Game & Fish Heritage Fund awards in a report to the AZ Legislature.

Trail maps are free on www.trackswitemountains.org Free membership includes a newsletter. Donations are tax deductible, the primary financial support for TRACKS, and are used for trail maintenance & organizational expenses. TRACKS is a listed charity on www.Smile.Amazon.com so Amazon users may designate it for donations. We invite you to join and support a wonderful group of dedicated outdoor enthusiasts for efforts that truly make a significant difference in Arizona.

D.3 Consider the approval of Resolution No. 22-1604 approving the Ground Lease Agreement between the Town of Pinetop-Lakeside and Cellular One for the installation, construction, and operation of a Communications Facility.

Public Works Director Matt Patterson said that staff recommends approving the Ground Lease Agreement between the Town of Pinetop-Lakeside and Cellular One of North-East Arizona, a division of Smith Bagley, Inc. for a 50’ x 50’ portion on parcel 212-39-002 as needed for the installation, construction and operation of a Communications Facility as displayed in Exhibit A & B. Cellular One of North-East Arizona has approached the Town of Pinetop-Lakeside to assist in finding an appropriate location for a transmission tower. The Town agreed to provide a location on the premises of Mountain Meadow Recreation Complex (Conditional Use Permit (CUP) 130, approved by the Planning and Zoning Commission on June 25, 2020, and Variance 134, approved by the Board of Adjustment on July 2, 2020).

Director Patterson explained that the communications facility will consist of a 50’ x 50’ space for a transmission tower and radio and microwave communications equipment. Additional requirements include easements for utilities and ingress/egress as displayed on Exhibit A and B. Cellular One is proposing a five (5) year Ground Lease Agreement with the Town of Pinetop-Lakeside with the option to automatically extend the primary term of the lease for four (4) additional periods of five (5) years. The Ground Lease Agreement includes a rent payment to the Town of Pinetop-Lakeside of \$800.00 per month. The Ground Lease Agreement with Cellular One will provide the Town yearly revenues of \$9,600.00. During the proposed five-year lease agreement, the revenues would amount to \$48,000.00.

Councilmember Snitzer moved approve Resolution No. 22-1604 approving the Ground Lease Agreement between the Town of Pinetop-Lakeside and Cellular One of North-East Arizona for a 50’ x 50’ portion on parcel 212-39-002 as needed for the installation, construction and operation of a Communications Facility as displayed in Exhibit A & B. Councilmember Krigbaum seconded the motion and by show of hands the following vote was recorded:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		
Council Member Snitzer	X		
Council Member Beus	X		

Council Member Watson X

Mayor Irwin then declared Resolution No. 22-1604 approved, passed, and adopted with a 6-0 vote.

D.4 Consider the approval of Resolution No. 22-1605 approving the purchase of one (1) 2021 Chevrolet Silverado 1500 Work Truck, with equipment.

Police Chief Dan Barnes stated that staff recommends that Mayor and Council approve a resolution authorizing the purchase of a one (1) 2021 Chevrolet Silverado 1500 Work Truck, with equipment. This vehicle will be utilized for Police Department animal control and code enforcement operations. On August 5, 2021, Council unanimously approved Resolution 21-1588 Adopting the FY2021-2022 Budget. Included in the FY2021-2022 Budget Account 19-6084, was the purchase of one (1) new animal control/code enforcement vehicle for the police department. The police department currently operates an 18-year-old vehicle that has roughly 170,000 miles on it, which is in need of replacement. The current vehicle has electrical issues that have not been resolved, causing air conditioning, heating, and intermittent power outages. In 2021 the automotive industry began experiencing a shortage in vehicle chip availability. The shortage has caused a significant delay in manufacturing, therefore decreasing the availability of new vehicles.

Chief Barnes stated that at the end of August 2021 he was informed that Ford and Chevy were no longer taking orders for 2022 vehicles and were limited on 2023 orders. Staff checked on existing inventory availability with numerous dealerships around the State. Courtesy Chevrolet was the only dealership that had a 2021 Chevrolet Silverado 1500 work truck in stock. Considering the shortage, delays in adding new vehicles to our fleet and this 2021 Chevrolet Silverado 1500 meeting the needs of the police department, staff would like to move forward with this purchase through Ally Municipal Lease-Purchase.

Arizona State Contract Pricing (ADSP017-166120) through Courtesy Chevrolet.

Description	Unit Price
2021 Chevrolet Silverado 1500 Work Truck w/equipment	\$54,403.00

Purchase Price	\$54,403.00
Down Payment	(\$14,629.72)
Total Interest	\$4,115.88
Amount Financed	<u>\$43,889.16</u>

After the initial down payment is made, there will be three (3) annual payments of \$14,629.72, to be paid to Ally Municipal-Lease Purchase. Payments commence in the FY2022-2023, for which funds will be appropriated.

Councilmember Watson moved adopt Resolution No. 22-1605 approving the purchase of one (1) 2021 Chevrolet Silverado 1500 Work Truck, with equipment from Courtesy Chevrolet. Down payment amount of \$14,629.72, with financing through Ally Municipal Lease-Purchase, in an amount not to exceed \$14,629.72, annually for three (3) years; and authorize the Town Manager to execute all documents necessary to complete this transaction. Councilmember Beus seconded the motion and by show of hands the following vote was recorded:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		
Council Member Snitzer	X		
Council Member Beus	X		
Council Member Watson	X		

Mayor Irwin then declared Resolution No. 22-1605 approved, passed, and adopted with a 6-0 vote.

D.5 Consider Resolution No. 22-1606, pertaining to grant award for project submitted under FFY 2021 Arizona Department of Homeland Security (AZDOHS) - State Department Homeland Security Grant Program (SHSGP).

Chief Barnes said that the Arizona Department of Homeland Security (AZDOHS) - State Homeland Security Grant Program (SHSGP) is seeking proposals from state and local agencies for projects relating to Homeland Security. The Pinetop-Lakeside Police Department has submitted a project to AZDOHS, requesting funds to purchase a microwave link for radio backhaul and have been awarded the grant funds. The application submission under FFY 2021 Arizona Department of Homeland Security (AZDOHS) - State Homeland Security Grant Program (SHSGP) is for equipment. The grant award will be in the form of reimbursable funds to purchase an 11GHz microwave link between the police department tower in Lakeside and the police department tower in Pinetop. This link will replace an outdated link that is no longer supported by the manufacturer. One private company services the equipment, but they are finding it hard to get parts as well, which leads to long term outages if equipment failures occur. This link replacement will be the first in a two-stage effort to replace the second leg of the radio backhaul. Grant requests will be submitted in the FFY 2022 grant cycle to fund the second leg between Pinetop and Show Low PD.

Reimbursable Grant Funds – Not to exceed	\$52,394.00
Stakeholder Contribution/Other Fund Sources	\$0.00
Town of Pinetop-Lakeside – Cash Match/Contributions	\$0.00

Vice Mayor Smith moved to adopt and approve Resolution No. 22-1606, authorizing acceptance of a grant award under FFY 2021 State of Arizona Department of Homeland Security Grant Program – State Homeland Security Grant Program (SHSGP); authorizing the Chief of Police as agent and/or his designee, for the Town of Pinetop-Lakeside, to execute grant documents from the Arizona Department of Homeland Security (AZDOHS) – State Homeland Security Grant Program (SHSGP); and authorize the Town Finance Director to accept and distribute funds as necessary. Councilmember Snitzer seconded the motion and by show of hands the following vote was recorded:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		

Council Member Snitzer	X
Council Member Beus	X
Council Member Watson	X

Mayor Irwin then declared Resolution No. 22-1606 approved, passed, and adopted with a 6-0 vote.


E. Adjournment

There being no further business at this time, the regular meeting was adjourned at approximately 6:29 p.m.



Stephanie Irwin
Mayor

ATTEST:




Jill Akins, 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 3rd day of February 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 3rd day of February 2022.



Jill Akins, MMC
Town Clerk