

**MINUTES OF THE REGULAR MEETING OF THE HONORABLE TOWN
COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA, HELD
ON THURSDAY, MARCH 17, 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:

Name	Position
Stephanie Irwin	Mayor
Jerry Smith	Vice Mayor
Lynn Krigbaum	Council Member
Jim Snitzer	Council Member
Paul Watson	Council Member
Sterling Beus	Council Member
Taber Heisler	Council Member

Also Present:

Name	Position
Keith Johnson	Town Manager
Kevin Rodolph	Assistant Town Manager/Finance Director
Kristi Salskov	Deputy Town Clerk
Dan Barnes	Police Chief
Daniel Wilkey	Police Commander
Tony Alba	Community Services Manager
Matt Patterson	Public Works Director
Betsy Peck	Library Manager

➤ **Pledge of Allegiance and Invocation**

Mayor Irwin led the Pledge of Allegiance to the Flag.

Keith Johnson delivered the Invocation.

B. Call to the Public

Mayor Irwin called for public comments. No comments were offered.

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

	AYES	NAYS	ABSTAIN
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		
Council Member Snitzer	X		
Council Member Watson	X		
Council Member Beus	X		
Council Member Heisler	X		

Mayor Irwin then declared that all consent agenda items in these minutes were approved, passed, and adopted with a 7-0 vote.

C.1 Consider approval of the Minutes of the Town Council Meeting held on March 3, 2022.

By a unanimous vote under the Consent Agenda, Town Council approved the minutes of the Town Council Meeting held on March 3, 2022.

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 Army Retirement Proclamation

Council Member Snitzer read the proclamation declaring July 1, 2022, as “LTC Jefferson T. Hunt Day”.

D.2 Fair Housing Month Proclamation

Council Member Watson read the proclamation declaring April 2022 as “Fair Housing Month”.

D.3 Women’s History Month Proclamation

Mayor Irwin read the proclamation declaring March 2022 as “Women’s History Month”.

D.4 Week of the Young Child Proclamation

Council Member Krigbaum read the Proclamation declaring April 2-8, 2022, as “Week of the Young Child in Navajo and Apache Counties”.

D.5 Consider the Contract for Professional Services between the Town of Pinetop-Lakeside and Aldridge consulting, LLC.

Town Manager, Keith Johnson, stated this contract for service with Aldridge Consulting manages the auditing of TPT collections for the Town. Johnson also explained in years past the question of “is the Town collecting all TPT funds that it should?” has been asked. Johnson shared that with being a small town, there is not sufficient staffing to do the audits in house and after discussion with a sister city, Johnson was informed they were working with a consulting agency. Johnson stated the contract with Aldridge Consulting, LLC. amount is \$825.00 per month which equates to \$9,900.00 per year, with an additional 20% fee of any recovered TPT funds owed to the town. Johnson shared that in the last year the Town has recovered over \$120,000.00 dollars with an additional \$195,000.00 that is currently under review. Johnson stated that in effort to educate business owners in town limits, staff has been working on an information packet to help educate businesses.

Council Member Beus asked for clarification of the contract dates. Johnson responded that this new agreement would be for a period of one (1) year and will end March 31, 2023.

Council Member Krigbaum asked what the Town’s expectation is regarding this tapering off with the business owners gaining knowledge of the correct TPT regulations. Johnson explained that this will be visited on a yearly basis.

Council Member Watson moved to approve the contract for Professional Services between the Town of Pinetop-Lakeside and Aldridge consulting, LLC. Vice Mayor Smith seconded the motion and by the show of hands the following vote was recorded.

	AYES	NAYS	ABSTAIN
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		
Council Member Snitzer	X		
Council Member Watson	X		
Council Member Beus	X		
Council Member Heisler	X		

Mayor Irwin then declared the motion passed with a 7-0 vote.

D.6 Presentation of Annual Audit Report.

Finance Director, Kevin Rodolph stated that the presentation of the Annual Audit Report is for last fiscal year which ended June 30, 2021. Rodolph added that last fiscal year was a good year for the Town and that the sales tax revenue was higher than budgeted. Rodolph introduced Crimson Singleton of Hinton Burdick.

Crimson Singleton provided a presentation of the Annual Audit Report.

Council Member Watson stated that in review of the trend lines for state shared revenues versus the trend lines for local sales tax appears evident that the state revenues have not increased as significantly as the local sales tax. Singleton responded that it did increase minimally in the state, but in Pinetop it was unique, adding an assumption that the Town’s sales tax increase may have been due to the increase of Covid and people coming to Pinetop. Finance Director, Rodolph added

that the Town raised the sales tax rate a few years ago from 2.5% to 3% which also would have added to the increase of sales tax revenue.

Council Member Watson stated that the GFOA recommends a minimum of two (2) months’ worth of operating expenditures in unassigned fund balance, which he feels is low. Councilor Watson asked what the benchmark is and what the Town is trying to achieve. Finance Director Rodolph explained that in the past the Town was not banking anything, rather breaking even, up until this point. Rodolph added that now that the Town has the funds, it will look at establishing a goal.

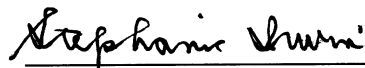
Council Member Beus moved to accept the Town’s Annual Comprehensive Financial Report (ACFR) and the Annual Expenditure and Limitation Report (AELR) for the year ended June 30, 2021. Council Member Heisler seconded the motion and by the show of hands the following vote was recorded.

	AYES	NAYS	ABSTAIN
Mayor Irwin	X		
Vice Mayor Smith	X		
Council Member Krigbaum	X		
Council Member Snitzer	X		
Council Member Watson	X		
Council Member Beus	X		
Council Member Heisler	X		

Mayor Irwin then declared the motion passed with a 7-0 vote.

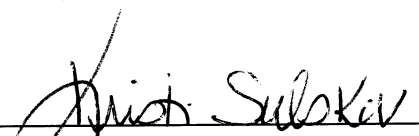
E. Adjournment

There being no further business at this time, the regular meeting was adjourned at approximately 6:50 p.m.



 Stephanie Irwin
 Mayor

ATTEST:



 Kristi Salskov

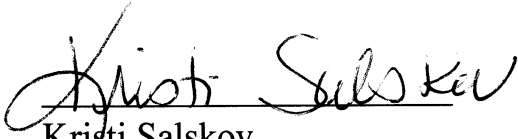


Deputy Town Clerk

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 17th day of March 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 17th day of March 2022.

A handwritten signature in black ink that reads "Kristi Salskov". The signature is written in a cursive style with a horizontal line underneath the name.

Kristi Salskov
Deputy Town Clerk