

"HUB OF THE SOUTHWEST"

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OUR MISSION

The City of Holbrook Government exists to provide ethical and responsible local government.

AGENDA

REGULAR CITY COUNCIL MEETING

OCTOBER 10, 2017

6:00 P.M.

Pursuant to ARS 38-431.02, notice is hereby given to the Holbrook City Council, and to the general public, that a meeting, which is open to the public, will be held on above-mentioned date, in the City Council Chambers, at 465 First Avenue, Holbrook, Arizona. Some of the members of the City Council may choose to participate in this meeting telephonically. The City Council may adjourn into executive session, which will not be open to the public, to discuss certain matters in accordance with ARS 38-431.03. Electronic versions of this agenda can be found at www.ci.holbrook.az.us.

The items on the following agenda are for discussion or consideration and possible action:

- 1) CALL TO ORDER:
- 2) ROLL CALL:
- 3) PLEDGE OF ALLEGIANCE/INVOCATION:
- 4) PUBLIC ANNOUNCEMENTS AND PRESENTATIONS (Please limit to 10 minutes).
 - A. Kimberly Yazzie, Labatt Food, Navajo American Beef.
 - B. Lisa Robertson, Grants Manager, City of Show Low, White Mountain Connection.

5) CALL TO THE AUDIENCE FOR ITEMS ON THE AGENDA:
The City Council welcomes public comment at this time only for items listed on this Agenda. There is a five minute time limit per citizen.

6) CONSENT AGENDA

A. Claims/payment approval for September 21, 2017 thru October 4, 2017:
Documentation for claims is available at City Hall. (pg 47)

7) SUMMARY OF CURRENT EVENTS:

Mayor:
Council Members:
Manager:
Finance Director:
Police Chief:

8) OLD BUSINESS:

A. Ordinance 17-03, authorize an easement to NARBHA Institute, Inc. for the purpose of access, 2nd reading. (pg 27)

9) NEW BUSINESS:

A. Funds request from Holbrook Elks for Holiday Spooktacular. (pg 31)

B. Discussion/possible action regarding purchasing wave filter from Willis Drilling as a sole source provider in the amount not to exceed \$7,378.91-Manager Sullivan. (pg 32)

C. Discussion/possible action regarding purchasing of a radio repeater from Better Communications as a sole source provider in the amount not to exceed \$5,994.67-Manager Sullivan. (pg 33)

D. Discussion/possible action regarding NACOG representative and an alternate-Manager Sullivan. (pg 34)

10) EXECUTIVE SESSION:

A. Pursuant to ARS 38-431.03(A) (3), the Council may adjourn into executive session for discussion or consultation or legal advice with the City Attorney for any item listed on the agenda.

11) POST EXECUTIVE SESSION:

12) CLAIMS/PAYMENT APPROVAL-HOLBROOK TRIBUNE: \$254.20 (pg 36)

13) CALL TO THE AUDIENCE FOR ITEMS NOT ON THE AGENDA:

The City Council welcomes public comment at this time for items not listed on this Agenda. There is a three minute time limit per citizen.

Citizens may complete one Request to Speak "Public Comment" card per night and submit it to the City Clerk before or during the Council meeting. During this time, any member of the public may come forward and address the City Council on any issue within the jurisdiction of the Council. Public Comment time is reserved for citizen comments regarding non-agendized items. **Speakers are limited to 3 minutes per speaker to address the Council during "Public Comment" time.** Members of the City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing City staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Video or audio tapes or other overhead visual aids are not allowed during these public appearances. All speakers should begin their remarks by stating their name and address for the record.

14) SUBMISSION OF WRITTEN PETITION TO THE COUNCIL FOR ITEMS NOT ON THE AGENDA:

Requests by citizens to have an item discussed on the City Council Agenda should be addressed to the Mayor and presented on the "Request & Petition of citizens to City of Holbrook Council form" during the Submission of Written Petition to the Council at a regular meeting. Once this form is submitted, the Council will consider the petition and response shall be given within 31 days per the Holbrook City Charter Article II, Section 2.18.

15) ADJOURNMENT:

Dated this 3rd day of October 2017.


Cher Reyes, CMC, CPM, City Clerk

According to the Arizona Open Meeting Law, the City Council may only discuss matters listed on the City Council agenda. Matters discussed by the public during public appearances cannot be discussed by the City Council unless they are specifically listed on this agenda. Speaker's visual aids or recorded tapes are not allowed. Members of the public shall refrain from making personal, impertinent or slanderous remarks and from becoming boisterous while addressing the City Council or while attending the meeting. Unauthorized remarks from the audience, clapping, stomping of feet, yelling or any similar demonstrations are also prohibited. Violations of these rules may result in removal from the City Council meeting. Individual members of the public body may respond to criticism made by those who have addressed the public body.

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3 MINUTES OF THE REGULAR MEETING OF THE
4 HOLBROOK CITY COUNCIL HELD ON OCTOBER 10, 2017
5

6 CALL TO ORDER:

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

9 ROLL CALL:

10 Mayor Bobby Tyler, Vice-Mayor Wade Carlisle, Councilmembers C.J. Wischmann,
11 Richard Peterson, Tim Dixon, Earl Kester and Francie Payne.

12 PLEDGE OF ALLEGIANCE/INVOCATION:

13 The pledge was led by City Clerk Reyes and the invocation was given by Bob Bohner.

14 CITY STAFF:

15 Manager Randall Sullivan, Chief of Police Mark Jackson, Events Coordinator Kathleen
16 Smith and City Clerk Cher Reyes.

17 PUBLIC ANNOUNCEMENTS AND PRESENTATIONS:

18 1. Kimberly Yazzie of Native American Beef gave a presentation on Native American
19 Beef. Ms. Yazzie stated that the beef is raised on Native American land and
20 contributes to the local economy. Ms. Yazzie also stated that the beef is grass
21 feed/grain finished and no growth hormones. Ms. Yazzie said that the beef is source
22 verified. Ms. Yazzie stated that Native American meat is currently being served at the
23 Native American Casino's, and Basha's also carries it.

24 2. Lisa Robertson, Grants Manager for the City of Show Low gave a presentation on
25 the White Mountain Connection. Ms. Robertson stated that the service began in 2009
26 and that in 2016 the ridership was 15,162 boarding's. Ms. Robertson stated that

1 currently the transit partners are City of Show Low, Town of Pinetop-Lakeside, Town of
2 Taylor, Town of Snowflake, Navajo County and Northland Pioneer College. Ms.
3 Robertson stated that the Annual partner match for the County for 2018 will be \$26,720
4 and if the City of Holbrook were to participate it would be \$8909.00. Ms. Robertson
5 stated that Holbrook numbers for ridership for Oct 2016-August 2017 show 2,670 to the
6 County Complex, 770 to NPC, 2138 to Circle K/Greyhound and 1244 to Child Services.

7 CALL TO THE AUDIENCE:

8 CONSENT AGENDA:

9 Councilmember Wischmann made a motion to approve the consent agenda,
10 claims/payment approval for September 21, 2017 thru October 4, 2017.
11 Councilmember Kester seconded and the consent agenda was approved unanimously.

12 SUMMARY OF CURRENT EVENTS:

13 Mayor:

- 14 1. Mayor Tyler reported that had met with the White Mountain Connection Service.
- 15 2. Mayor Tyler reported that he had attended the 10th Annual Buffalo Soldiers Ball and
16 it was very interesting.

17 Council:

- 18 1. Councilmember Kester reported that he had attended the Winslow Car show to get
19 an insight on how to improve our car show.
- 20 2. Councilmember Wischmann reported that he noticed that they are premiering the
21 tragedy that happened in the Prescott area this weekend.

22 Manager:

- 23 1. Manager Sullivan reported that Stantec Engineers from Engineers without Borders

1 grant met with Staff at the site for the proposed fishing ponds and they are excited
2 about the project.

3 2. Manager Sullivan reported that the outside walls and panels for the cart hangars at
4 Golf Course should be up this week.

5 3. Manager Sullivan reported that they are still working on the soccer field.

6 4. Manager Sullivan reported that Tim Kelley is working on Levee Maintenance and its
7 looking good.

8 5. Manager Sullivan reported that the audit went well.

9 6. Manager Sullivan reported that they will be testing the new fuel farm at the Airport
10 tomorrow.

11 7 Manager Sullivan reported that Councilmember Wischmann is interested in getting
12 the Block Watch Program started and he will be getting information from the Chief as to
13 how to go about this.

14 OLD BUSINESS:

15 A. Mayor Tyler presented Ordinance 17-03 captioned as follows for its 2nd reading:

16 **AN ORDINANCE OF THE MAYOR AND COUNCIL OF**
17 **THE CITY OF HOLBROOK, ARIZONA, AUTHORIZING**
18 **AN EASEMENT FROM THE CITY OF HOLBROOK TO**
19 **NARBHA, INSTITUTE, INC. FOR THE PURPOSE OF**
20 **ACCESS; NAMELY THE PROPERTY MORE FULLY**
21 **DESCRIBED IN EXHIBIT "A" ATTACHED HERETO**

22
23 Vice-Mayor Carlisle made a motion to adopt Ordinance 17-03. A roll call

24 vote was held with the following results: Vice-Mayor Carlisle, "aye",

25 Councilmember Dixon, "aye", Councilmember Payne, "aye",

26 Councilmember Kester, "aye", Councilmember Peterson "aye",

1 Councilmember Wischmann, “aye”, and Mayor Tyler “aye”.

2 NEW BUSINESS:

3 A. Cindy Allen from the Holbrook Elks Lodge requested a donation of \$400 from the
4 Council for the Halloween Spooktacular which is an annual event. Ms. Allen stated that
5 the event will be held on October 31 from 6-8 p.m. at the Fair Grounds.
6 Councilmember Wischmann made a motion to donate \$400 to the event.
7 Councilmember Payne seconded and the motion carried unanimously.

8 B. Manager Sullivan requested that Council approve the purchase of a Wave Filter in
9 the amount of \$7378.91 from Willis Pump for well #5. Manager Sullivan stated that the
10 wave filter is required by the pump company now to keep warranty valid on the pump.
11 Manager Sullivan stated that Willis conducted the work on the Well so that warranty for
12 it is through them and he’d like to keep all the warranties under the same company for
13 this well. Manager Sullivan stated that the wave filter is a buffer between the pump and
14 APS in case of power surges. Manager Sullivan stated that this well is off line currently
15 but once this filter is installed it will be up and running again. Councilmember Payne
16 made a motion to approve the purchase of the Wave Filter from Willis Pump in the
17 amount of \$7378.91. Councilmember Wischmann seconded and the motion carried
18 unanimously.

19 C. Manager Sullivan asked to be allowed to purchase 2 radios and a repeater for the
20 Fire Department from Better Communications in the amount of \$599.67. Manager
21 Sullivan stated that Better Communications is a Sole Source Provider and is also on the
22 Arizona State Purchasing Contract. Manager Sullivan stated that these radios will be
23 digital as the Fire Department will start converting. Manager Sullivan stated that the

1 issue the Fire Department is having with the analog system is several areas of dead
2 spots. Manager Sullivan stated that Chief Rose is working on a grant to purchase 10
3 more radios. Manager Sullivan stated that in the past we have bought Motorola radios
4 but they have outpriced us so we have quotes from another radio company saying they
5 actually work better and work analog or digital. Mayor Tyler asked if anyone else is
6 using these new radios. Doug Frasier from Better Communications replied that Navajo
7 County has purchased 50 Iterra Mobiles for their Sheriff's cars and Holbrook EMS is
8 using them also. Manager Sullivan stated that these radios are programmable so that
9 we can communicate with other agencies. Mr. Frasier stated that the radios can be
10 programmed by the Fire Department on a PC. Mr. Frasier stated that this equipment
11 has a 3 year warranty. Councilmember Wischmann stated that it says the purchase of
12 radio repeater but nothing about 2 radios. Mr. Frasier stated that 2 handheld radios are
13 included. Councilmember Dixon stated that he did not see it on quote. Manager
14 Sullivan stated that this quote will pay for the repeaters and Staff will bring back the
15 radios for approval. Mr. Frasier stated that radios will be \$626.00 each and comparable
16 Motorola will be \$980.00. Councilmember Dixon asked about being forced to go digital.
17 Mr. Frasier stated that digital is becoming the state of art particularly in hand held. Mr.
18 Frasier stated that digital will project further than analog. Manager Sullivan stated that
19 he did not believe there was a government requirement for digital yet. Councilmember
20 Wischmann made a motion to purchase repeaters from Better Communications in the
21 amount of \$5994.67 which does not include the radios. Vice-Mayor Carlisle seconded
22 and the motion carried unanimously.

23 D. Discussion was held regarding the Council's Representative to NACOG. Vice-

1 Mayor Carlisle stated that if Councilmember Wischmann wanted to do this he would be
2 the Alternate. Councilmember Dixon made a motion to name Councilmember
3 Wischmann the NACOG Representative and Vice-Mayor Carlisle the Alternate.
4 Councilmember Petersons seconded and the motion carried unanimously.

5 EXECUTIVE SESSION:

6 POST EXECUTIVE SESSION:

7 CLAIMS/PAYMENT APPROVAL FOR HOLBROOK TRIBUNE:

8 Councilmember Kester made a motion to approve the claims to the Holbrook Tribune in
9 the amount of \$254.20. Councilmember Dixon seconded and the motion carried
10 unanimously.

11 CALL TO THE AUDIENCE:

12 ADJOURNMENT:

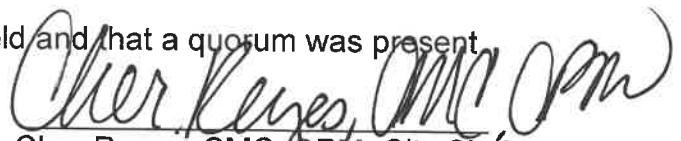
13 There being no further business to come before the Council at this time Mayor Tyler
14 adjourned the meeting by unanimous consent at 7:23 p.m.

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Bobby Tyler, Mayor

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19 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of
20 the regular meeting of the Holbrook City Council held on October 10, 2017. I further
21 certify that the meeting was duly called and held and that a quorum was present.

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Cher Reyes, CMC, CPM, City Clerk