

**MINUTES OF THE  
REGULAR MEETING OF THE COMMON  
COUNCIL OF THE TOWN OF STAR VALLEY**

**Tuesday, June 4, 2013 @ 6:00 pm  
3675 East Highway 260, Star Valley, AZ  
(Star Valley Town Hall)**

The Agenda for the meeting is as follows:

- CALL TO ORDER
- PRAYER was offered by Pastor Gary Bowser of Star Valley Baptist Church
- PLEDGE OF ALLEGIANCE
- ROLL CALL:

Mayor McDaniel   X  , Vice-Mayor Newland   X  , Council Member Hartwell   X  , Council Member Binney   X  , Council Member Coon   X  , Council Member Leis   X  , Council Member Henderson   X  .

- **CONSENT AGENDA ITEMS:**

All items listed under the Consent Agenda will be voted on with one motion. If discussion is desired regarding any Consent Agenda item, that item will be removed from the Consent Agenda and voted on separately.

- A. **Approval of the minutes from the Regular Council Meeting held on May 21, 2013.**
- B. **Approval of Claims Payable from May 16, 2013 through May 31, 2013, for the General Fund and for the Water Department.**

A motion to approve consent agenda items A and B was made by Council Member Hartwell, and was seconded by Council Member Binney.

A roll call was taken:

Mayor McDaniel   X  , Vice-Mayor Newland   X  , Council Member Hartwell   X  , Council Member Binney   X  , Council Member Coon   X  , Council Member Leis   X  , Council Member Henderson   X  .  
The motion was voted on and passed 7-0.

- **DISCUSSION ITEMS:**

1. **First Reading and Public Hearing concerning Ordinance No. O 13-01 , captioned as follows: AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF STAR VALLEY, ARIZONA, ANNEXING CERTAIN LAND IN THE SOUTHWEST QUARTER OF SECTION 36 (IN APPROXIMATELY THE EAST 2900 BLOCK OF THE POSEY COURT ALIGNMENT) FROM THE TOWN OF PAYSON PURSUANT TO A.R.S. § 9-471.02. LaRon Garrett of Town of Payson to make presentation.**

LaRon Garrett of the Town of Payson drew a picture to indicate the piece of land that is in question. Mistakes were made when establishing the east boundary of Payson and the west boundary of Star Valley, resulting in two “slivers” of land being claimed by both towns, which problem was recently discovered by the Assessor’s Office. The best solution for this problem is for Payson to deannex the property, and for Star Valley to annex same. The Payson Council has already approved an ordinance deannexing the subject property.

Mayor McDaniel opened up the meeting for public hearing on this discussion item. There were no public comments. Mayor McDaniel then closed the public hearing.

**2. Discussion and possible action to Adopt Resolution R 13-16 – A Resolution of the Mayor and Town Council of Star Valley, Gila County, Arizona amending the designation of those individuals authorized to sign checks for the Town and superseding all previous resolutions.**

Town Manager Grier explained National Bank requires a new resolution whenever there is a change in authorized signers on the Town’s bank accounts. The resolution before Council is a result of the resignation of former Mayor Rappaport and the appointment of Mayor McDaniel, and will authorize removing Mr. Rappaport as a signer and appointing Mayor McDaniel as a signer.

**A motion that the Council approve Resolution No. R 13-16 – A Resolution of the Mayor and Common Council of the Town of Star Valley, Arizona, amending the designation of those individuals authorized to sign checks for the Town and superseding all previous resolutions was made by Council Member Leis, and was seconded by Council Member Coon. The motion was voted on and passed 7 – 0.**

Council Member Binney raised the issue of whether there are too many signers on the accounts, and if this number should be reduced. The Council Members discussed this issue, but did not feel there were too many signers. Town Manager Grier clarified that the bank requires one signature, but Town policy requires two signatures on each check. Mr. Grier suggested if the Council decides to address the issue of signers that this be placed on a future agenda.

**3. Public hearing, discussion and possible action to adopt Resolution No. R 13-17, adopting the Tentative Budget for Fiscal Year July 1, 2013 through June 30, 2014. Presentation by Finance Administrator Chancy Nutt.**

Finance Administrator Nutt stated this meeting was the second hearing on the tentative budget. If the Council adopts the tentative budget it will then be published in the newspaper for 2 weeks, and the final budget will be scheduled for adoption on June 18, 2013, and the final budget would become effective on July 1, 2013. Ms. Nutt pointed out the budget consists of 152 line items. Ms. Nutt also stated after adoption of the tentative budget the Council will have one more opportunity to make changes to the budget, but these changes can only take place within each fund and cannot change the ultimate fund balance.

Town Manager Grier stated the fund reserve balance is currently \$2,660,000, and Council’s target was \$2.6 million. Mr. Grier also pointed out that he has separated out determining where the Council wants to be at as of June 30, 2014 from the budget since the water and the streets and roads master plans have not been completed yet. Upon receipt of these two master plans the Council will have the tools it needs to determine projects to undertake.

Finance Administrator Nutt stated the proposed budget for 2013/2014 is \$7,142,586.00. Ms. Nutt also provided to the Council Members a Cash Position Review of the current budget.

Council Member Hartwell stated she believes Ms. Nutt has done an outstanding job on the budget and it is very easy to follow.

Mayor McDaniel then opened up the meeting for public hearing on this discussion item. There were no public comments. Mayor McDaniel then closed the public hearing.

**A motion that the Council adopt Resolution No. R 13-17 adopting the tentative budget for Fiscal Year 2013/2014 for the Town of Star Valley in the amount of \$7,142,586.00 was made by Council Member Hartwell, and was seconded by Council Member Leis.**

**The motion was voted on and passed 7 – 0.**

**4. Discussion and possible action regarding authorizing the Town Manager to enter into a contract with DWexcellence for the purchase of a new telephone system for Town Hall, including an installation and maintenance package.**

Town Manager Grier stated this discussion item is on the agenda since the proposed contract exceeds his \$5,000.00 Town Manager expenditure limit.

Town Clerk Lois Johnson stated the current telephone system is approximately seven years old and has outlived its life expectancy. Ms. Johnson explained the shortcomings of the current system, including not being able to tell if someone is on the phone; the awkward system of transferring a call or putting a call to someone's voice mail; and the cumbersome method of using the intercom. Ms. Johnson stated a quote for a new system has been obtained from Dillon Walker, the gentleman who does the Town's computer work, which quote is for 7 new phones and all the necessary equipment, as well as installation and one year of maintenance, for the price of approximately \$5,475.00. In addition, Mr. Walker's company will purchase the Town's current 6 phones at \$45.00 each, for a total of \$270.00. This would bring the contract price down to \$5,205.00. Ms. Johnson emphasized that staff would not be presenting this item to the Council unless it was a crucial issue for all concerned.

**A motion that the Council authorize the Town Manager to enter into a contract with DWexcellence for the purchase of a phone system, plus installation and maintenance in the sum of \$5,475.00, minus credit for the old phones was made by Council Member Coon, and was seconded by Council Member Hartwell.**

**The motion was voted on and passed 7 – 0.**

**5. Discussion and possible action regarding contribution to the Advisory Youth Council.**

Council Member Henderson stated she has served on the Advisory Youth Council for 3 or 4 years, and is impressed with the youth who participate in this Council. Ms. Henderson introduced Kayla Percell, the Chair of the Advisory Youth Council.

Kayla Percell stated her participation in the Youth Council has been of great benefit to her personally, and she has been impacted in watching the commitment on the part of the other members of the Council. Ms. Percell stated attendance at the League Conference is inspirational for all, and is of great benefit for new members, of which they will have 3 new members this year.

Ms. Percell gave a report on the projects the Council has participated in during the past year, including cleaning up Panther Park, Relay for Life, Project Ignition, and working with Chief Engler of the Payson Police Department to build better relationships between the youth and the Police Department.

Council Member Henderson stated the Youth Council is requesting the Star Valley Town Council to help fund their attending the League Conference in August of this year. Council Member Henderson stated registration is \$60.00 per youth, and the hotel rooms are \$99.00 per night and they would need three rooms, and they would also need money for meals. Council Member Henderson stated last year the

Town Council contributed \$2,500.00 to the Youth for attendance at the Conference. This year it is anticipated \$1,000.00 to \$1,500.00 will be adequate.

Council Member Binney suggested a “trade-off” under which the Youth Council members would do projects in Star Valley. Council Member Coon stated he sees this not as a “contribution”, but rather an “investment” in the youth of the community. Mayor McDaniel suggested that the Council focus on the amount of contribution, and then at a later date discuss possible projects the Youth could participate in. Vice-Mayor Newland suggested that the Youth provide period reports to the Council. Council Member Hartwell suggested the Youth could work on public relations projects for the Town.

Town Manager Grier stated staff recommendation is that the Youth provide receipts to the Town, as well as any unused money be returned to the Town. Mr. Grier stated the auditors would be more comfortable with this arrangement. Mr. Grier also requested that the Youth make their own reservations.

**A motion that the Council approve a contribution to the Payson Area Advisory Youth Council in the amount of \$1,500.00, said funds to be used for attendance at the 2013 League of Cities and Towns Annual Conference, and that the Youth Council provide receipts for sums expended and reimburse any unused portion of the contribution to the Town of Star Valley was made by Council Member Leis, and was seconded by Council Member Binney.**

**The motion was voted on and passed 7 – 0.**

**6. Discussion and possible action regarding formation of a committee to meet with residents of Star Valley regarding Sprague Crossing.**

Town Manager Grier said he and Mayor McDaniel have been discussing the problems relating to Sprague Crossing. The Town has two different opinions as to ownership of the crossing. One opinion states there is private land there, and the second opinion states the land has been dedicated to the Town. Mr. Grier suggested that the Council form a committee, possibly consisting of the Mayor, Town Manager, and one Council Members, to meet with the affected homeowners in the Sprague Crossing area and open up the lines of communication. Mr. Grier suggested the Council Member could be chosen on a rotation basis such as currently being done for pre-agenda purposes. Mr. Grier expounded that a letter would be sent out to the Sprague Crossing homeowners inviting them to a meeting to discuss the situation and attempt to resolve the existing issues. Mr. Grier also suggested this “committee model” could be used for future Town issues where better communication needs to be established between the Council and the public.

Council Member Binney stated his support for formation of a committee and the idea of a rotating Council Member. However, Mr. Binney stated he would like to be on the Sprague Crossing Committee since he has several years’ of investment in this area. Mr. Binney expressed his view that the Council does need better communication with the public.

Mayor McDaniel stated it is his belief that it is very important to inform the public what the Council can and cannot do. Mayor McDaniel emphasized the need to address issues before a crisis arise; and that the people need to be told if the Town can or cannot do something.

Town Manager stated he believes the Council needs to make the decision of whether or not a committee needs to be formed to deal with Town issues. The issue of forming a committee would be placed on the agenda, discussed and the Council would need to make the actual decision as to forming a committee. Mayor McDaniel encouraged all Council Members to bring any issues presented to them by the public to the Council for consideration. Council Member Leis suggested that for any issue where a certain Council Member has information or knowledge about that issue, then that Council Member should be a member of the committee. Council Members Hartwell and Leis recommended that Council Member Binney be a member of the committee regarding Sprague Crossing.

**A motion that the Council authorize the formation of a committee to generate dialogue on specific subjects related to the Town and its constituents being comprised of the Mayor, Town Manager, and possible two “rotating” Council Members was made by Council Member Leis, and was seconded by Council Member Hartwell.**

**The motion was voted on and passed 7 – 0.**

Council Member Leis raised the issue of whether a second motion should be presented that relates exclusively to the Sprague Crossing issues. Discussion was held, and the Town Manager indicated such a motion would be a good idea.

**A motion that the Council authorize the first committee to consist of the Mayor, the Town Manager, Council Member Binney, and Council Member Coon to meet with the Star Valley residents impacted by Sprague Crossing to resolve the problems caused by this crossing was made by Council Member Hartwell, and was seconded by Council Member Leis.**

**The motion was voted on and passed 7 – 0.**

#### **7. Discussion and possible action to consider a public relations program.**

Council Member Binney stated he had requested this agenda item since he has heard from several Star Valley residents that Star Valley does not receive very much positive publicity, especially concerning the photo radar program. Discussion was held focusing on the benefits of the photo radar program.

Mayor McDaniel suggested the Council focus on “in general” public relations, not just photo radar. Council Member Hartwell asked what the Council can do that will benefit the people of Star Valley. Mayor McDaniel expressed his belief that the Council first needs to establish a better relationship with the Town citizens, which will lead to a better reputation for the Town. Mayor McDaniel also cautioned that the Council will have to consider the cost of whatever it does in this area.

Council Member Coon suggested establishing “welcome” signs at each end of Town. Council Member Henderson suggested scheduling appearances on The Forum on KMOG radio.

Town Manager Grier stated he and staff are in complete support of implementing a good public relations program. Mr. Grier stated he believes the citizens of Star Valley are not aware of all the good things done by the Council. Mr. Grier stated one of the most important public relations tools is the Roundup Newspaper, and expressed his desire that the newspaper would be more community minded and write more articles concerning the accomplishments of the Council.

Town Manager Grier stated the question that steers both himself and staff is how can we prove to the community that it is better now than before it was incorporated. Mr. Grier suggested methods of public relations include the radio, the newspaper, and the Town website.

Roundup reporter Teresa McQuerrey suggested the Town hold an open house at which time the citizens could review the upcoming water master plan and the streets and roads master plan. Ms. McQuerrey also suggested the Town consider developing a picnic area on the recently purchased property at 3615 E. Highway 260. Mayor McDaniel commended Ms. McQuerrey for her reporting abilities, and the job she has done to date for the Town.

Council Member Hartwell suggested Council Member Coon do a reminder to the citizens of Star Valley concerning the emergency evacuation plan, including getting names and phone numbers updated. Council Member Coon agreed and suggested using the website for that purpose.

Town Manager Grier stated the Town staff will do some work on the suggested ideas and then this item will be put on a future agenda for further discussion by the Council.

- **COMMENTS FROM THE PUBLIC:**

During this portion of the meeting, members of the public may address the Town Council on items that are not on the printed agenda. Any remarks shall be addressed to the Council as a whole and not to any individual member. Speakers are limited to three (3) minutes per person unless additional time is granted by the Mayor. The Council may not discuss or act upon matters raised during public comments.

There were no public comments.

- **ADJOURNMENT**

**A motion to adjourn the meeting was made by Council Member Hartwell, and was seconded by Council Member Leis.**

**The motion was voted on and passed 7-0.**

**APPROVED:**

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**Ronnie O. McDaniel, Mayor**

**Date:** \_\_\_\_\_

**ATTEST:**

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**Lois V. Johnson, 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 the Town of Star Valley held on the 4<sup>th</sup> day of June, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.**

**Dated this 13<sup>th</sup> day of June, 2013.**

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**Lois V. Johnson, Town Clerk**