

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

**Tuesday, April 18, 2017 at 6:00 pm
3675 East Highway 260, Star Valley, AZ
(Star Valley Town Hall)**

The Agenda for the meeting is as follows:

- PRAYER was offered by Council Member Bobby Davis
- PLEDGE OF ALLEGIANCE
- CALL TO ORDER

- ROLL CALL:

Mayor McDaniel X, Vice Mayor O'Connor X, Council Member Hartwell X, Council Member Coon X, Council Member McKinney X, Council Member Davis X, Council Member Stephenson X.

- **HELLSGATE FIRE DISTRICT REPORT FOR FEBRUARY AND MARCH, 2017**

Acting Chief John Wisner of Hellsgate Fire District gave the reports for February and March, 2017.

- **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 April 4, 2017.

B. Approval of Claims Payable from April 1, 2017 through April 15, 2017 for the General Fund and for the Water Department.

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

A roll call vote was taken:

Mayor McDaniel X, Vice Mayor O'Connor X, Council Member Hartwell X, Council Member Coon X, Council Member McKinney X, Council Member Davis X, Council Member Stephenson X.

The motion was voted on and passed 7 - 0.

- **DISCUSSION ITEMS:**

- 1. Discussion and possible action regarding appointing Ms. Dawn Brunson as a member of the Star Valley Planning & Zoning Commission.**

Mayor McDaniel made the decision to move Agenda Item 4 up to Agenda Item 1. Town Manager Tim Grier stated that there are two vacancies on the Planning & Zoning Commission, and Ms. Brunson has expressed enthusiastic interest in becoming a member of the Town's Planning & Zoning Commission, and he highly recommends that Council appoint her as the newest member.

A motion that Council appoints Ms. Dawn Brunson as a member of the Star Valley Planning & Zoning Commission was made by Council Member Davis, and was seconded by Council Member Stephenson.

The motion was voted on and passed 7 – 0.

- 2. Town Manager's Five Minute Report and possible discussion (not an action item).**

Town Manager Grier stated he would like to update Council on the status of the Four Year Budget projects, and what the staff has accomplished so far. In regards to the meter replacement project, the meters that need replacement have been identified and are in the process of being replaced. More important is what we have been doing with the website design project, stated Mr. Grier. Finance Administrator Nutt is wholly responsible for putting together the new website design, along with the new graphics and logo on the stationary and business cards, a fresh new look for the Town. The improved website will be much more user friendly, pointed out Mr. Grier. Roy Haught will be starting the irrigation phase of the park landscape project, and the planting phase will begin once that is complete, reported Mr. Grier. The Town has hired Chad DuPont of Liberty Yard Maintenance for two hours a week to maintain the park. It's a big job and he will be valuable in prettying up the park, stated Mr. Grier.

Reported Mr. Grier, the speed display signs project was Town Clerk Chapin's project, which has moved along quickly. ADOT approved the encroachment permit and gave Ms. Chapin the go-ahead to begin the project. The signs have been ordered and are due to arrive in less than two weeks. The contractor on the project, Roy Haught, has been notified, and the goal is to have them installed within a month's period of time. Mr. Grier reported that the Town may be taking a step back on the Lumberman's well connection project. The well purchase has been completed, but the cost to connect to the system is \$20,000.00 more than anticipated. The Town may slow this project up a bit, stated Mr. Grier, and consider the other water projects. The fitness trail project is on the Agenda tonight, stated Mr. Grier, and the work study for the appointed Council Members on the trailheads project will be held on Thursday, May 4.

The two big paving projects the Town has are Moonlight Phase I and Valley Road widening, stated Mr. Grier - Roy Haught has been given the green light, and will begin work on these projects in two weeks. Mr. Grier reported that he has a meeting tomorrow with Bill Davis, President and representative of the Knolls HOA - the purpose of the meeting is to get input on road projects in the Knolls. Stated Mr. Grier, the Town will then strategize as to when to begin the Highline project. Town Clerk Chapin, reported Mr. Grier, has been working hard on the Proposition 202 Grants – the funds that casinos are statutorily obligated to give to communities. Ms. Chapin and Council Member Stephenson are working together crafting grants in hopes of being more effective in receiving funds. Ms. Chapin is very excited about applying for grants for commercial grade playground equipment for the community park, reported Mr. Grier. Audit week for the Town is this week - it is a statutory requirement for municipalities to be audited each year, explained Mr. Grier. Our audits have always been clean, due to

the good work Ms. Nutt does for the Town. Mr. Grier reported that budget time is coming up, and that the Town accomplished a lot of the heavy lifting with the strategic plan.

3. Discussion and possible action to adopt Resolution No. R 17-02 – A Resolution of the Mayor and Common Council of the Town of Star Valley, Arizona, approving the zoning change for CASE NO: RZ17-001, John & Toni German, the applicants.

Town Manager Tim Grier stated this is the zoning change that Council approved at the last Council Meeting, and that a Resolution is required for the applicants to record with the county.

A motion that Council adopts Resolution No. R 17-02 – A Resolution of the Mayor and Common Council of the Town of Star Valley, Arizona, approving the zoning change for CASE NO: RZ17-001, John & Toni German, the applicants was made by Council Member Davis, and was seconded by Council Member Hartwell.

The motion was voted on and passed 7 – 0.

4. Discussion, PUBLIC HEARING, and possible action regarding selection of a Community Development Block Grant (“CDBG”) project for FY2017.

Finance Administrator Chancy Nutt explained this is technically the third public hearing for the CDBG project for FY2017. The Arizona Department of Housing (ADOH) requires two public hearings, however, at the second public hearing held on December 20, 2016, Council chose to consider a project that had not been discussed at the first public hearing – the PW1 and PW2 wells and their connection to the Milky Way well site. Explained Ms. Nutt, this is the second public hearing for PW1 and PW2 project for the Council’s consideration, and would meet the required number of public hearings, if Council chooses to move forward. The PW1 and PW2 project would provide clean and sustainable water in a low to moderate income area. This is a public hearing, so comments from the public should be open if anyone so chooses to comment. Ms. Nutt stated she is requesting that the Council consider the two previous projects from the December meeting - the Moonlight crossing project and the PW1 and PW2 project. Ms. Nutt reported that if Council is successful in choosing a project this evening, then staff will move forward to prepare the application for submission, as well as preparing the survey area to ensure that it is in fact a low to moderate income area.

Town Manager Grier clarified that Council’s preference at the last hearing was the PW1 and PW2 project, and that this is also the recommendation of the staff. Mr. Grier reported that staff has been acquiring the signatures for the easement, which was previously a roadblock, and that staff has been working with Chris Miller on a cost analysis as well. In the future, stated Mr. Grier, this project will give the town the opportunity to provide water to the Knolls well by looping the system. Finance Administrator Nutt has been administering this grant, which will save the Town some \$24,000.00, reported Mr. Grier. Council Member Coon questioned the easement issue and recalled that it was a road block in the past. Town Manager Grier explained that staff is in the process of acquiring signatures for the easement, and he does not believe this will be a problem any longer. Mayor McDaniel opened the meeting up for public comment. There were no public comments. Council Member Hartwell stated she would like to have staff move forward with the PW1 and PW2 project. Council Member McKinney volunteered his services, if needed, for the low to moderate income survey.

A motion that Council selects the PW1 and PW2 as the CDBG project for FY2017 was made by Council Member Hartwell, and was seconded by Council Member Davis.

The motion was voted on and passed 7 – 0.

5. Discussion and possible action regarding approval of sponsorship of a golf hole at the “Tee Off for Hunger” fundraising golf tournament to be held on May 6, 2017.

Council Member Coon stated \$100.00 is not much money, and a donation shouldn't be a problem.

A motion that Council approves the \$100.00 donation to the “Tee Off for Hunger” fundraising golf tournament was made by Council Member Hartwell, and was seconded by Council Member Stephenson.

The motion was voted on and passed 7 – 0.

6. Discussion and possible action regarding the B. Diane McDaniel Community Park Five Station Fitness Trail. Vice Mayor Bob O'Connor will update Council on the status of the project, as it cannot be accomplished within the budgeted \$8,000.00 amount.

Vice Mayor O'Connor explained that the initial cost for the fitness equipment was a ball park figure that turned out to be very low, and that the added cost for the five pieces of fitness equipment is \$2,865.00, which does not include installation. Vice Mayor O'Connor stated that he would still like to see this move forward and believes that it will be a great addition to the park that the community will actually use. Town Manager Grier clarified that the fitness equipment is over budget by \$2,865.00 and the estimate for installation is \$8,000.00, making this project over budget by a total of around \$11,000.00. Council Member McKinney asked for confirmation that the total cost will be about \$19,000.00. Mr. Grier answered that the total cost will be around \$19,000.00 or \$20,000.00, and that nothing has to come out of the budget in this case, as the Town has an additional \$22,000.00 in general fund revenues. The additional cost could possibly come from the general fund, suggested Mr. Grier. Mayor McDaniel stated that the fitness trail would be a big asset to the park for adults and children. Council Member Davis asked if there is an estimated completion time. Town Manager Grier responded that he anticipates completion of the fitness trail by the end of summer. Council Member Davis asked if an engineer would be necessary. Council Member O'Connor explained it is pre-engineered mounting which will be anchored to cement columns underground and can be installed professionally, or by volunteers.

A motion that Council approve the added expense of \$11,000.00 to begin construction of the fitness trail was made by Council Member Davis, and was seconded by Council Member Hartwell.

The motion was voted on and passed 7 – 0.

7. Discussion and possible action regarding appointing a Council Member to represent the Town of Star Valley on the Gila County Project Advisory Committee.

Town Manager Tim Grier explained he received a letter from the Gila County Board of Supervisors regarding a formal Space Needs Assessment (“SPA”) and the formation of a Project Advisory Committee, and that he would like to see the Town establish a relationship with Gila County. Mayor McDaniel agreed that the Town needs to have a representative. Council Member Hartwell asked how often the committee meets. Town Manager Grier responded once a month. Council Member McKinney stated he has the time and inclination to represent the Town of Star Valley.

A motion that Council appoints Council Member McKinney was made by Council Member Stephenson, and was seconded by Council Member Hartwell.

The motion was voted on and passed 7 – 0.

- **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.

The Mayor opened this portion of the meeting up for public comments.

There were no public comments and the Mayor closed this portion of the meeting.

- **ADJOURNMENT**

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

The motion was voted on and passed 7 – 0.

APPROVED:

Ronnie O. McDaniel, Mayor

Date: _____

ATTEST:

Edie Chapin, 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 18th day of April, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20th day of April, 2017.

Edie Chapin, Town Clerk