

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

**Tuesday, June 4, 2024 at 5:15 pm  
3675 East Highway 260, Star Valley, AZ  
(Star Valley Town Hall)**

The Agenda for the meeting is as follows:

- PRAYER was offered by Vice Mayor McKinney.
- PLEDGE OF ALLEGIANCE
- CALL TO ORDER

- **ROLL CALL:**

Vice Mayor McKinney X, Council Member Armington X, Council Member Binney X, Council Member Dueker X, Council Member Highstreet Absent, Council Member McDaniel X, Mayor Davis X.

- **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 up this portion of the meeting for public comment. There were no public comments and the mayor closed the public comment portion.

- **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, 2024.**

**B. Approval of Accounts Payable from May 16, 2024 through May 31, 2024  
for the General Fund and for the Water Department.**

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

**A roll call vote was taken:**

**Vice Mayor McKinney X, Council Member Armington X, Council Member Binney X, Council Member Dueker X, Council Member Highstreet Absent, Council Member McDaniel X, Mayor Davis X.**

**The motion was voted on and passed 6 – 0**

- **DISCUSSION ITEMS:**

1. **Discussion and possible action regarding selection of an engineer for FY2023 CDBG project.**

Town Manager Grier began by stating the CDBG Project has rounded first or second base and is at a point where the ADA sidewalks at the park need to be done. The process for selecting an engineer was started and the town received five proposals. The selection committee did a point assessment for each proposal and Rick Engineering had the highest point totals. Council Member Dueker asked what were the qualifications needed. Mr. Grier said the committee reviewed their qualifications, experience with like projects, they did provide all the requested information, referrals, etc. Council Member Armington said another criteria was the timeline for starting the project and when they could finish. Mr. Grier felt the most important category was their past experience. Mr. Grier stated all the firms had pretty impressive proposals but felt Rick Engineering was the most qualified for the project and the town had a working relationship with them for the last six years. Mr. Grier said it was important to have a good engineering firm to shepherd the project. Council Member Binney asked if the contractor's name was on each bid and maybe that wasn't a fair way to select a firm. Mr. Grier agreed but responded that it was a requirement of ADOH that bids be submitted in that manner in order to get CDBG money. Also, Mr. Grier said that the bids do not include a price so the selection process was based on qualifications, then you meet with the engineer to negotiate on price. If the price isn't acceptable, the process would be to select the number two proposal, which Mr. Grier said wasn't the most efficient process. However, Mr. Grier said as a scorer of the bids he felt the committee evaluated them in a fair manner and said Rick Engineering was the best selection. Mayor Davis asked for a motion.

**A motion to select Rick Engineering as the engineering firm to enter into negotiations with the Town Manager and authorize the Town Manager to negotiate and possibly enter into a contract with Rick Engineering for engineering services for the FY2023 CDBG project was made by Council Member Armington and was seconded by Council Member Binney.**

**Vice Mayor McKinney Yes, Council Member Armington Yes, Council Member Binney Yes, Council Member Dueker Yes, Council Member Highstreet Absent, Council Member McDaniel Yes, Mayor Davis Yes.**

**The motion was voted on and passed 6 – 0 .**

- **ADJOURNMENT**

**A motion to adjourn the meeting was made by Council Member Armington and was seconded by Vice Mayor McKinney.**

**The motion was voted on and passed 6 – 0.**

**APPROVED:**

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**Bobby Davis, 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 4<sup>th</sup> day of June 2024. I further certify that the meeting was duly called and held, and that a quorum was present.**

**Dated this 6th day of June 2024.**

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**Del Dupree, Administrative Assistant**