

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

**Tuesday, December 16, 2025 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 Pastor Dave Barber of Rim View Community Church.
- PLEDGE OF ALLEGIANCE
- CALL TO ORDER
- ROLL CALL:

Vice Mayor McKinney X, Council Member Armington X, Council Member Binney Absent, Council Member Dueker X, Council Member Highstreet X, 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 comments. Monty Shannon of 547 N. Latigo Circle stated that he has lived in the area for 26 years and requested that the Chitwood Trail road be paved. Mayor Davis responded that he would have to meet with the Town Manager Grier but there is the issue of rescinding easements from property owners.

- **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 November 18, 2025.

B. Approval of Accounts Payable from November 16, 2025 through December 15, 2025 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 McDaniel.

A roll call vote was taken:

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

The motion was voted on and passed 5 – 0.

DISCUSSION ITEMS:

- 1. Discussion and possible action to finance and supplement the approved FY2025 CDBG Orion Drive/Mars Lane Water Line Replacement Project to cover additional costs above the \$156,800 provided from CDBG funds. Presentation by Water Operator Dean Shaffer and Engineer Dale Miller.**

Dale Miller explained that the project involved 910 lineal feet of water line with an estimated cost of \$160,000 with construction costs of \$20,000 on top of that. Grand total for the project is \$190,000. He estimates the town would have to put in an additional \$53,200 after the CDGB funds were used up. Dean Shaffer stressed that it would be more cost efficient to do the project all at once. The council members agreed. Mayor Davis asked for a motion.

A motion to supplement the FY2025 CDGB Orion Drive/Mars Lane Water Line Replacement Project to cover additional costs in the amount of \$53,200 was made by Council Member Highstreet and was seconded by Council Member Armington.

A roll call vote was taken:

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

The motion was voted on and passed 6 – 0.

- 2. Update on current projects. Presentation by Water Operator Dean Shaffer and Engineer Dale Miller.**

Project 4: Dale Miller reported on the Remote Meter Reading Technology and said he was speaking with vendors regarding the features they offer. The contract should be awarded in June with the lead time for the meters of 30 to 60 days. Actual install would be August 1 or September. Mayor Davis asked if there was a charge for the software. Miller said the software is included in the cost.

Project 5: Dale Miller reported that the timeline to install generators is February to March 2026.

Project 6: Dale Miller reported on the ADEQ project. Lil W Ranch and Houston Creek RV have been completed and hooked up to the town water system. Pine View is nearing completion. ADEQ is still committed to construction of the QV booster pump station but is waiting on APS which is the delay.

Project 2: Dale Miller reported that the QV water tank was WIFA funded and he received the plans ahead of Thanksgiving. He is currently reviewing them. The contract should be awarded in April. There would be four months for the water tank construction but by October 2026 there should be a third QV water tank.

Project 3: Dale Miller reported that the Milky Way line from Hwy 260 to Mars Lane has been funded through WIFA and he explained the timeline. Dean Shaffer said Childress Circle was included in the project.

3. Discussion and possible action regarding awarding Christmas bonuses to Town Staff. Requested by Council Member Binney.

Town Manager Grier said he couldn't be more proud of his staff and recognized their efforts. We have had some challenges this year. Council Member Highstreet acknowledged the part-time staff which are Del, Dave, Matt and Slate. He thought it would be appropriate to bring their bonus from \$100 to \$200. He agreed \$825 was good for the full time staff. Mayor Davis thanked the Finance Administrator Tina Riddings and the Town Clerk Edie Chapin for all their hard work plus the Town Manager Tim Grier. Mayor Davis asked for a motion.

A motion to award Christmas bonuses to staff in the amount of \$825 and \$100 each for part-time employees at the discretion of the Town Manager was made by Council Member Highstreet and was seconded by Council Member Armington.

A roll call vote was taken:

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

The motion was voted on and passed 6 – 0.

APPROVED:

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 16th day of December 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 18th day of December 2025.

Del Dupree, Administrative Assistant