



TOWN OF EAGAR

REGULAR TOWN COUNCIL MEETING

FEBRUARY 6, 2024, at 6:00 PM

COUNCIL CHAMBER, 22 WEST 2ND STREET

MINUTES

Mayor Steve Erhart called the regular meeting to order and welcomed those present. Mayor Erhart requested that the record show all Councilmembers are present. Mayor Steve Erhart led the Pledge of Allegiance and Councilman Ray Hamblin offered the invocation.

5. SUMMARY OF CURRENT EVENTS

Mayor, Steve Erhart apologized that we were unaware of the law changed on the notice of Public Hearing, it went from 30 days to 60 days so we will not have a Public Hearing tonight 9C and 9D will be postponed until the March meeting.

Town Manager, Brannon Eagar stated we are working on Request for Proposals for meters, working closely with Springerville on the meters. Starting to look at changes in codes and ordinances to get them updated.

Finance Director, David Lamm stated we are halfway through the year and all departments are doing good. The revenues are where we projected and the LGIP interest is higher than we projected. Currently we are at \$170,000 of interest that we have earned, and we have a little over a million dollars in our operating account and the LGIP we have \$6.7 million overall, we are doing good financially.

Fire Chief, Levi Penrod stated we have the fireworks order for the 4th of July. We have two getting ready to go through medic class, one through Greer and one through White Mountain. We have 3 more signed up for EMT school they started in January, and we ran about 43 calls last month.

Public Works Director, John Pedroncelli stated that we are continuing with the cemetery and weather permitting, we will work on a waterline on 4th street to get sprinklers into the new section of the cemetery and then placing topsoil.

Community Development Director, Britney Reynolds stated RFPs for meters and Ramsey Park bathroom remodel. Worked with fire to get numbers for fireworks and will be sending out letters for support from local businesses with help from Springerville. Worked on utilities grants and waiting to hear on awarding and looking at other grants and funding opportunities.

6. OPEN CALL TO THE PUBLIC

Slade Morgan reported to the council that the musical Rockin Robinhood is great. We have some talented kids, the elementary school celebrated being an A rated school. The High School boys' varsity basketball team won the Conference championship. We have started with a new food program and are able to provide breakfast and lunch for free to students, on Saturday will be the 22nd annual Evening with the Arts event, and on February 20th we will have a School Coard work session to discuss bond money.

Kay Dyson reported to the council that she will be walking for Meals on Wheels March 20th and that anyone can pledge an amount to be donated towards meals for seniors.

Terry Shove stated that she will also be walking for Meals on Wheels and that it's an amazing program to be a part of. Little League Basketball is going great. We have 159 kids and 20 teams; we will have our tournament on February 24th.

7. CONSENT AGENDA

- A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MEETING MINUTES FROM JANUARY 2023
- B. APPROVAL OF DECEMBER 2023 NATIONAL BANK OF ARIZONA TRANSMITTALS, CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND CREDIT CARD PURCHASES
- C. ACCEPTANCE OF DECEMBER 2023 FINANCIAL REPORT AND SALES TAX REPORT

Councilman Ray Hamblin made a motion to approve the consent agenda. Councilwoman Debra Seeley seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
John Phelps
Bryce Burnham
Ray Hamblin
Brandon Slade

8. PRESENTATION

A. COLBY & POWELL 2022 AUDIT PRESENTATION (COLBY & POWELL)

Matt Bigham from Colby and Powell CPA's (via zoom) our firm in Gilbert, AZ there are about 50 to 20 of us that work with cities and towns throughout the State of Arizona and about 20 municipalities that we work with on audits and or consulting. We wanted to present to the council the 2021-2022 audit, David and the finance staff have been great to work with. The council should have received three reports the financial statement report, expenditure limitation, and a letter that summarizes the audit addressed to the Town Council. On the first slide part of the audit governmental financial statements are much different than a normal for-profit entity. Financials are broken down into several different statements such as governmental financial statements, proprietary statement, governmental fund statements and within each of those financial statements there's different types of activities like governmental activities and business activities like the general fund, HURF fund, and non-major governmental funds. The proprietary statements the Town of Eagar has a single fund and that is the utility fund.

Since the Town is a municipality that receives federal funding, we are required to do Government Auditing Standards. The objective of the audit is to make sure the financial statements are in accordance with Generally Accepting Accounting Principles. Part of the audit we look at internal controls and we gain an understanding for how the Town does its process and if any issues are found we are required to report those to the Government body. We are happy to report that there were no significant deficiencies or material weaknesses. There is a material non-compliance finding which is the lateness of the audit and preparation of the statements. We will be there next week to start working on the 2023 audit and hopefully won't be too late on that filing.

Some items in the financial statements regarding leases in 2021-2022 GASB 87 took effect. On the statements you will see a lease receivable for long-term leases over a year on the financials we recognize revenue, lease receivable, and interest adjustments. The net position of the Town is found on page six (6) and it states the equity of the Town over the last three (3) years the Town is improving and generating surplus through the General Fund. Thank you.

9. NEW BUSINESS

A. SENIOR CENTER UPDATE (ROBIN AGUERO)

Robin Aguero Community Services Director for the Town of Springerville reported to council that the Round Valley Senior Center does a lot more than just meals. We operate with two full-time staff, five part-time staff, three senior staff and two inmates most days and sixteen dedicated volunteers that are here most of the week. On the first page there is a summary of some of the services we provide such as senior meals, food bank, transportation, weekly classes for seniors, bingo, art class, community garden, and tax preparation. We also have programs that are not for seniors and have low-income services such as the food bank,

emergency food boxes, rental and utility assistance, food, and fuel cards. We provide all the Headstart meals breakfast and lunch in Round Valley, nutrition education classes and the schools.

There is a chart that shows there is a 28% increase in meal services from 2021 to 2023. That consists of Meals on Wheels, Headstart, and Congregate Dining totaling 26,500. I want to talk about our non-reimbursement rates for meals. Our congregate meals in the dining room are funding is capped at 325 meals 13% for non-reimbursement, delivered meals we are capped at 300 meals 31% for non-reimbursement. When I first started, we had a waiting list for meals, and I chose not to turn people away and it's really hard to turn away a senior. We really count on contributions and donations to help supplement that program.

Transportation services when I started, we had one volunteer driver. After analyzing the situation and recording the calls for transportation we were able to justify a small increase from Northern Arizona Council of Government (NACOG) and was able to hire one part-time driver. ADOT offers a grant for a wheelchair accessible van and as well as operational funding that we applied for and were able to obtain the wheelchair accessible van. We did also get additional money from NACOG for operational money and our 2023 funding is almost double from 2021 and we were able to hire a total of two part-time transportation drivers.

Some numbers from 2023 volunteer hours 1,261, food boxes 6,790, transportation units 2,582, U of A youth programs duplicated number 2,360. The last page is for low-income assistance and thought you might be interested in seeing the Eagar numbers. Rental payments 65%, utility deposits 69%, we have a lot of people in need and people who need assistance. There is a more detailed list of all services provided in the packet and there is a registration page in the packet also for March for Meals. We would love for you guys to come visit us and see the stuff we do, thank you.

B. DISCUSSION AND POSSIBLE ACTION TO APPROVE A DONATION OF \$1000 TO ASSIST WITH FEES AND TRAVEL EXPENSES TO JOSIAH ROZNOVAK AND COLTON REYNOLDS FOR ARIZONA JUNIOR BASSMASTERS TOURNAMENTS

Colton Reynolds stated Mayor and council, thank you for the opportunity to speak to you this evening.

Josiah and I are currently in our second year of competition Bass fishing with the Az Tournament Bass Fishing Organization. Last year we participated in the Junior circuit and learned many lessons about understanding the importance of researching fishing areas and adapting to changing weather conditions. That knowledge has assisted us in the high school circuit this year and we are currently ranked 13th out of 29 teams.

Josiah Roznovak stated Colten and I will be participating in tournaments on the 11th at Alamo Lake and then Martinez Lake on March 17th. The season finishes at Roosevelt Lake on April 7th with the state championship and qualifications for nationals. Last year one of the Arizona High School teams won the worlds championship. To stay competitive with such teams I bought a Bass boat that needed some major repairs, but with Colten, the Reynolds family and

Sponsorship from Big Lake Tackle and Supply we were able to make all the repairs and add much needed updates. Alamo will be the first tournament with this boat. Besides the costs of the boat and repairs, other expenses include travel, fuel for the boat and vehicles, lodging, Membership fees and tournament jerseys.

Colton Reynolds stated Josiah and I are asking the mayor and council for support in this endeavor. Our team travels around the state and is recognized for being from Eagar at every event as we are the only team traveling from the East side of the state. Contacts that have been made through these events also assisted the Town in providing some of the prizes for last year's fishing tournament at cow puncher pond. As a team we are happy to provide community service as approved by the council and/or town staff for your contribution to our team. We will work with staff to find appropriate areas where we can be of service.

Brannon Eagar, Town Manager reported to the council that Colton and Josiah are willing to help prepare for the Eagar Days fishing Tournament also.

Councilman Brandon Slade made a motion to approve the donation of \$1000 to assist with fees and travel expenses to Josiah Roznovak and Colton Reynolds for Arizona Junior Bassmaster's tournaments. Councilwoman Debra Seeley seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

C. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2024-03
ADOPTION OF SETTING WATER AND WASTEWATER RATES AND PARK AND
CEMETERY FEES- **TABLED**

D. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2024-04
CALL OF THE 2024 ELECTION

Jessica Vaughan, Town Clerk stated that per town code that a Call of Election will be adopted every election year. The Primary will be August 6th and the General November 2nd.

Vice-mayor Marcha Tucker made a motion to approve Resolution 2024-04 Call of the 2024 Election. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker

Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

E. DISCUSSION AND POSSIBLE ACTION OF APPROVING RESOLUTION 2024-05
APPROVING THE 2024 FEE SCHEDULE - **TABLED**

F. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2024-06
PRELIMINARY STEPS TO BE TAKEN TO BECOME A PARTICIPATING
EMPLOYER IN PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM FOR
ROUND VALLEY FIRE AND MEDICAL DEPARTMENT

Brannon Eagar reported to the council we have been working towards getting Round Valley Fire Department up and fully staffed so we can move into the medical field. Once we hit five (5) full-time staff members we are required to be in the Public Safety Personnel Retirement System (PSPRS). This resolution starts the process for the PSPRS personnel to start the background work required to get us started. We currently have four (4) full-time employees, and we are wanting to start the process early and provide us with the information to buy into the system.

Levi Penrod, Fire Chief stated this will make it a lot easier to hire people. We either have brand new people that have never been in PSPRS, or you have people that are in PSPRS but can transfer because we don't have it available.

Councilwoman Debra Seeley made a motion to approve Resolution 2024-06 Preliminary steps to be taken to become a participating employer in Public Safety Personnel Retirement System for Round Valley Fire and Medical Department. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

G. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE UPDATED
PERSONNEL POLICY AND PROCEDURES

Jessica Vaughan, Town Clerk stated that the last time the Personnel Policy was updated was back in 2017. I have been working on it for about 8 months, updating it with new HR laws, looking at other municipalities and the Procurement Policy will also be updated to the Auditors standards.

Councilman Ray Hamblin made a motion to approve the updated Personnel Policy and Procedures. Vice-mayor Marsha Tucker seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

H. DISCUSSION AND POSSIBLE ACTION TO APPROVE TO GO OUT TO BID FOR A FIREHOUSE CONTRACTOR WHEN FINALIZED PLANS ARE RECEIVED

Brannon Eagar, Town Manager stated that we accepted the bid for the building and have been finalizing steps on the building. They are currently working on producing the final drawings for the building. Once we receive those engineered drawings, we will be ready to have a Request for Proposals go out. We also applied for funding from Tucson Electric Power and Salt River Project to help with the cost of the building, hoping to hear about that in the next few weeks.

Councilwoman Debra Seeley made a motion to go out to bid for a Firehouse Contractor when finalized plans are received. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

I. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE INTERGOVERNMENTAL AGREEMENT WITH SPRINGERVILLE FOR CO-LOCATION AND SHARED COURT SERVICES

Brannon Eagar stated we have had this agreement with Springerville and we have the court clerk here at Eagar. We were due for the agreement to be updated and updated it with Springerville and both attorneys. Eagar will still house the court clerk, judge will use the council chambers for court, and Springerville will split the cost for court services 50/50. The agreement will also have the court clerk moving over to a full-time position.

Councilwoman Debra Seeley made a motion to approve the Intergovernmental Agreement between the Town of Eagar and the Town of Springerville for co-location and shared court services. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

J. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE WATER
INFASTRUCTURE GRANT FOR WATER METERS, WATER METER INSTALLATION
GRANT NUMBER WC3-107-2024, AND WATER HYDRANTS GRANT NUMBER
WCS-190-2024

Britney Reynolds, Community Development Director stated that we were awarded \$1,335,121 and our match is \$445,000. We have split that up with in-kind and will update our entire system with new software, hardware, and installation. That will save our Public Works crew 12 weeks a year that they won't have to be reading meters and can work on other projects.

A few weeks ago, I submitted another Water Infrastructure Finance Authority (WIFA) grant for hydrants and was awarded \$70,000. The match is \$17,500 and that will be strictly in-kind with Public Works installing them.

Councilman Ray Hamblin made a motion to approve the Water Infrastructure Grant for water meters, Water Meter installation Grant number WC3-107-2024 and Water Hydrants Grant number WCS-190-2024. Vice-mayor Marsha Tucker seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
Marsha Tucker
Debra Seeley
Bryce Burnham
Ray Hamblin
Brandon Slade
John Phelps

10. ADJOURNMENT

Councilwoman Debra Seeley made a motion to adjourn at [at 7:07 p.m.]. Councilman Brandon Slade seconded; all were in favor, motion carried unanimously. 7-0

Vote: Ayes: Steve Erhart
 Marsha Tucker
 Debra Seeley
 Bryce Burnham
 Ray Hamblin
 Brandon Slade
 John Phelps

Attest: _____

Mayor: _____

Vice-Mayor: _____

Council: _____

CERTIFICATION OF COUNCIL MINUTES

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of Regular Council Meeting of the Town of Eagar, Arizona held on February 6, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Jessica Vaughan, Town Clerk