

"HUB OF THE SOUTHWEST"

465 1st Avenue

P.O. Box 970

Holbrook, AZ 86025

Holbrookcity@ci.holbrook.az.us

Telephone 928-524-6225

Fax 928-524-2159

OUR MISSION

City of Holbrook Government exists to provide ethical and responsible local government.

AGENDA

REGULAR CITY COUNCIL MEETING

FEBRUARY 26, 2019

6:00 P.M.

Pursuant to ARS 38-431.02, notice is hereby given to the Holbrook City Council, and to the General public that a meeting, which is open to the public, will be held on above-mentioned date, in the City Council Chambers, at 465 First Avenue, Holbrook, Arizona. Some of the members of the City Council may choose to participate in this meeting telephonically. The City Council may adjourn into executive session, which will not be open to the public, to discuss certain matters in accordance with ARS 38-431.03. Electronic versions of this agenda can be found at www.ci.holbrook.az.us.

The items on the following agenda are for discussion or consideration and possible action:

- 1) CALL TO ORDER:
- 2) ROLL CALL:
- 3) PLEDGE OF ALLEGIANCE/INVOCATION:
- 4) PUBLIC ANNOUNCEMENTS AND PRESENTATIONS (Please limit to 10 minutes)
- 5) CALL TO THE AUDIENCE FOR ITEMS ON THE AGENDA:
The City Council welcomes public comment at this time only for items listed on this Agenda. There is a five minute time limit per citizen.

- 6) CONSENT AGENDA
 - A. Claims/payment approval for February 6, 2019 thru February 20, 2019: Documentation for claims is available at City Hall. (Page 4)
 - B. Minutes of the Regular Meeting held on January 22, 2019. (Page 23)

- 7) SUMMARY OF CURRENT EVENTS:
 - Mayor:**
 - Council Members:**
 - Interim City Manager:**
 - Police Chief:**
 - Chamber of Commerce:**

- 8) OLD BUSINESS:
 - A. Discussion/possible action regarding the hiring of the City Manager and contract related to the same.

- 9) NEW BUSINESS:
 - A. Discussion/possible action regarding bid result for Snowflake Property Parcel 403-05-235-Interim Manager Reyes.(Page 46)
 - B. Resolution 19-07, authorizing the renewal of the City of Holbrook’s membership in the Rural Arizona Group Health Trust-Interim Manager Reyes.(Page 54)
 - C. Discussion/possible action regarding a renewal of agreement with Misty Hatch to provide Essential Oil Courses in the Community Building-Interim Manager Reyes. (Page 57)
 - D. Discussion/possible action regarding a renewal of agreement with Paty Weatherford for Mexican Dance Instruction in the Community Building-Interim Manager Reyes. (Page 60)

- 10) EXECUTIVE SESSION:
 - A. Pursuant to ARS 38-431.03(A) (3), the Council may adjourn into executive session for discussion or consultation or legal advice with the City Attorney for any item listed on the agenda.
 - B. Pursuant to ARS 38-431.03(A)(4), the Council may adjourn into executive session for discussion or consultation with the City Attorney regarding contracts that are the subject of negotiations-City Manager

- 11) POST EXECUTIVE SESSION:

- 12) CALL TO THE AUDIENCE FOR ITEMS NOT ON THE AGENDA:

The City Council welcomes public comment at this time for items not listed on this Agenda. There is a three minute time limit per citizen.

Citizens may complete one Request to Speak “Public Comment” card per night and submit it to the City Clerk before or during the Council meeting. During this time, any member of the public may come forward and address the City Council on any issue within the jurisdiction of the Council. Public Comment time is reserved for citizen comments regarding non-agendized items. **Speakers are limited to 3 minutes per speaker to address the Council during “Public Comment” time.** Members of the City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing City staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Items on the agenda will not be heard or discussed in Call to the Public. Video or audio tapes or other overhead visual aids are not allowed during these public appearances. All speakers should begin their remarks by stating their name and address for the record.

13) SUBMISSION OF WRITTEN PETITION TO THE COUNCIL FOR ITEMS NOT ON THE AGENDA:

Requests by citizens to have an item discussed on the City Council Agenda should be addressed to the Mayor and presented on the "Request & Petition of citizens to City of Holbrook Council form" during the Submission of Written Petition to the Council at a regular meeting. Once this form is submitted, the Council will consider the petition and response shall be given within 31 days per the Holbrook City Charter Article II, Section 2.18.

14) ADJOURNMENT:

Dated this 20th day of February 2019.


Cher Reyes, CMC, CPM, City Clerk

According to the Arizona Open Meeting Law, the City Council may only discuss matters listed on the City Council agenda. Matters discussed by the public during public appearances cannot be discussed by the City Council unless they are specifically listed on this agenda. Speaker's visual aids or recorded tapes are not allowed. Members of the public shall refrain from making personal, impertinent or slanderous remarks and from becoming boisterous while addressing the City Council or while attending the meeting. Unauthorized remarks from the audience, clapping, stomping of feet, yelling or any similar demonstrations are also prohibited. Violations of these rules may result in removal from the City Council meeting. Individual members of the public body may respond to criticism made by those who have addressed the public body.

1 "Aye", Councilmember Nilsson "Aye", Councilmember Payne "Aye", Vice-Mayor
2 Peterson "Aye" and Mayor Cobb "Aye".

3 SUMMARY OF CURRENT EVENTS:

4 *Mayor Cobb commented on the recent snow storm and hoped that all of the teachers
5 and students enjoyed their days off.

6 *Councilmember Payne congratulated Greg Perkins and the Lady Roadrunners of
7 Holbrook High School as State Runner-ups in the 3A Basketball Tournament.

8 Councilmember Payne stated that Greg Perkins was named 3A East Coach of the Year
9 and Madison Chappell was named 3 A Player of the Year.

10 *Councilmember Marsh stated that he and his wife attended a play on the night of
11 Valentine's Day. Councilmember Marsh stated that Holbrook has some very talented
12 actors, comedians and teaching staff and that he would like to thank Mr. Hawk and his
13 class for a great performance.

14 *Councilmember Nilsson stated that Greg Perkins has been part of Holbrook Basketball
15 for the last 20 years at least and he is grateful that Greg and his family are a part of our
16 community. Councilmember Nilsson stated that he would like to commend the City of
17 Holbrook employees for their rapid response to the snowstorm.

18 *Councilmember Kester stated that he would like to commend Interim Manager Reyes
19 for the great job she has done in the last few months.

20 *Interim Manager Reyes- Council needs to get a Charter Review Committee appointed.

21 -Clean up around the Public Works Yard is being done by Mr. Kelley and Mr. Foutz

22 -The furnace at Police Department is out. Interim Manager Reyes is trying to get quotes
23 for a replacement.

1 -The Election is 2 weeks away. Please help in answering questions about Alternative
2 Expenditure Limitation. If you feel you can't answer the questions please refer people
3 to Interim Manager Reyes.

4 *Chief Christensen- The recruit in the academy is doing well, he is 2nd in academics out
5 of 15.

6 *Councilmember Payne added to her report, she commended Interim Manager Reyes
7 on the job she has done as the Interim Manager stating that she has risen to the
8 occasion many times and has made great progress in many areas. Councilmember
9 Payne stated that Interim Manager Reyes has not just been a caretaker but has actually
10 taken action. Councilmember Payne also thanked Administrative Assistant Maestas for
11 filling in for City Clerk Reyes.

12 OLD BUSINESS:

13 A. Discussion/possible action regarding the hiring of the City Manager and contract
14 related to the same: Vice-Mayor Peterson made a motion to move item 8A to
15 after item 9D on the agenda. Councilmember Dixon seconded the motion. The
16 motion passed with the following results: Councilmember Dixon "Aye",
17 Councilmember Kester "Aye", Councilmember Marsh "Aye", Councilmember
18 Nilsson "Aye", Councilmember Payne "Aye", Vice-Mayor Peterson "Aye" and
19 Mayor Cobb "Aye".

20 NEW BUSINESS:

21 A. Discussion/possible action regarding bid result for Snowflake Property Parcel
22 403-05-235: Interim Manager Reyes reminded the Council that in October 2018 a
23 request was made to the City of Holbrook to sell this parcel of property. County

1 Assessor Darris did some research on it but Interim Manager Reyes was unable
2 to get a Brokers Appraisal. Interim Manager Reyes stated the City bid the parcel
3 with a minimum bid of \$1500.00. Interim Manager Reyes stated that Mindy and
4 Marcus Castillo bid \$2001.00. Interim Manager Reyes recommended that the
5 Council accept the bid of \$2001.00 from the Castillo's. Councilmember Payne
6 made a motion to accept the bid from the Castillo's in the amount of \$2001.00 for
7 Parcel 403-05-235. Councilmember Nilsson seconded the motion. Vice-Mayor
8 Peterson thanked Interim Manager Reyes for making this bid process
9 transparent. The motion passed with the following results: Councilmember Dixon
10 "Aye", Councilmember Kester "Aye", Councilmember Marsh "Aye",
11 Councilmember Nilsson "Aye", Councilmember Payne "Aye", Vice-Mayor
12 Peterson "Aye" and Mayor Cobb "Aye".

13 B. Resolution 19-07, authorizing the renewal of the City of Holbrook's membership
14 in the Rural Arizona Group Health Trust (RAGHT): Interim Manager Reyes stated
15 that every 3 years the City renews its membership with RAGHT. The City has
16 been a RAGHT member for 16 years. The Trust is very cost effective. Interim
17 Manager Reyes recommended that the City of Holbrook stay with RAGHT for a 5
18 year term. Councilmember Dixon asked if the City had done any research on
19 other companies. Interim Manager Reyes stated that the City was in another
20 Trust 16 years ago and it is no longer in existence. Interim Manager Reyes
21 explained that this Trust is very solid, that they have money in reserves and that
22 they have kept the City's costs down. Councilmember Nilsson stated that
23 insurance has changed a lot in the last 5 years and asked if the City has

1 compared this Trust to other Trusts. Director of Administration Pat Nichols
2 shared that RAGHT is the number one rated Trust in the State of Arizona and
3 that it has kept insurance premiums at 3% or lower over the last 16 years for the
4 City of Holbrook. Councilmember Nilsson asked if the City would at least make
5 some comparisons with other Trusts in the interest of the citizens of Holbrook.
6 Mr. Nichols stated that the Management group that the City uses is Erin Collins
7 and they handle 9 Trusts. Mr. Nichols stated that he could get data from Erin
8 Collins and bring the information back to the Council at the next Council Meeting.
9 Vice-Mayor Peterson recommended that this item be tabled until the next Council
10 Meeting. The item was tabled.

11 C. Discussion/possible action regarding a renewal of agreement with Misty Hatch to
12 provide Essential Oil Courses in the Community Building: Interim Manager
13 Reyes explained that this is a standard agreement and that Ms. Hatch is already
14 conducting business there and has been for at least 4 years. Interim Manager
15 Reyes asked the Council to renew this agreement for another 2 years.
16 Councilmember Dixon made a motion to renew the agreement with Ms. Hatch for
17 2 years. Councilmember Marsh seconded the motion. The motion passed with
18 the following results: Councilmember Dixon "Aye", Councilmember Kester "Aye",
19 Councilmember Marsh "Aye", Councilmember Nilsson "Aye", Councilmember
20 Payne "Aye", Vice-Mayor Peterson "Aye" and Mayor Cobb "Aye".

21 D. Discussion/possible action regarding a renewal of agreement with Paty
22 Weatherford for Mexican Dance Instruction in the Community Building: Interim
23 Manager Reyes stated that this is a standard agreement and Ms. Weatherford

1 has been doing this for at least 4 years. Interim Manager Reyes recommended
2 approval of Ms. Weatherford's agreement for 2 years. Councilmember Dixon
3 made a motion to approve the agreement with Ms. Weatherford for 2 years.
4 Councilmember Marsh seconded the motion. The motion passed with the
5 following results: Councilmember Dixon "Aye", Councilmember Kester "Aye",
6 Councilmember Marsh "Aye", Councilmember Nilsson "Aye", Councilmember
7 Payne "Aye", Vice-Mayor Peterson "Aye" and Mayor Cobb "Aye".

8 Vice-Mayor Peterson made a motion to adjourn into executive session for the
9 item stated on the agenda. Councilmember Payne seconded the motion. The
10 motion passed with the following results: Councilmember Dixon "Aye",
11 Councilmember Kester "Aye", Councilmember Marsh "Aye", Councilmember
12 Nilsson "Aye", Councilmember Payne "Aye", Vice-Mayor Peterson "Aye" and
13 Mayor Cobb "Nay".

14 EXECUTIVE SESSION:

15 Council adjourned into Executive Session at 6:22 p.m.

16 POST EXECUTIVE SESSION:

17 Vice-Mayor Peterson made a motion to return to regular session. Councilmember
18 Dixon seconded the motion. The motion passed with the following results:
19 Councilmember Dixon "Aye", Councilmember Kester "Aye", Councilmember Marsh
20 "Aye", Councilmember Nilsson "Aye", Councilmember Payne "Aye", Vice-Mayor
21 Peterson "Aye" and Mayor Cobb "Aye". Council returned to regular session at 6:41
22 p.m. Mayor Cobb made a motion to hire Tedmond Soltis and to instruct the staff to
23 execute the agreement. Vice-Mayor Peterson seconded the motion. Councilmember

1 Payne shared with the public that the start date for Mr. Soltis would be March 4,
2 2019. Vice-Mayor Peterson stated that the Council went through a rigorous process
3 to arrive at this moment and he thinks that they found a gentleman that will do well
4 as the Holbrook City Manager and that will help the City to move forward. Vice-
5 Mayor Peterson stated that they had a number of qualified and good candidates but
6 that Mr. Soltis was a cut above the top and Vice-Mayor Peterson is happy for his
7 willingness to work for the City of Holbrook. The motion passed with the following
8 results: Councilmember Dixon "Aye", Councilmember Kester "Aye", Councilmember
9 Marsh "Aye", Councilmember Nilsson "Aye", Councilmember Payne "Aye", Vice-
10 Mayor Peterson "Aye" and Mayor Cobb "Aye"

11 CALL TO THE AUDIENCE FOR ITEMS NOT ON THE AGENDA:

12 None.

13 ADJOURNMENT:

14 Councilmember Kester made a motion to adjourn. Councilmember Nilsson seconded
15 the motion. The motion passed with the following results: Councilmember Dixon "Aye",
16 Councilmember Kester "Aye", Councilmember Marsh "Aye", Councilmember Nilsson
17 "Aye", Councilmember Payne "Aye", Vice-Mayor Peterson "Aye" and Mayor Cobb "Aye".

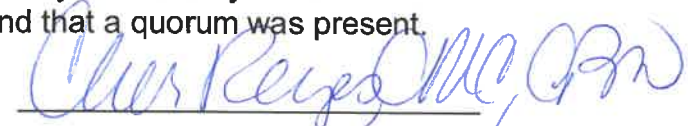
18 The meeting was adjourned at 6:45 p.m.

19 

20 Phil Cobb-Mayor

21 CERTIFICATION:

22 I hereby certify that the foregoing minutes are a true and correct copy of the minutes of
23 the Holbrook City Council Meeting held on the 26th day of February 2019. I further
24 certify that the meeting was duly called and held and that a quorum was present.

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Cher Reyes, CMC, CPM, City Clerk