



**"HUB OF THE SOUTHWEST"**

465 1<sup>st</sup> Avenue  
P.O. Box 970  
Holbrook, AZ 86025


**OUR MISSION**

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

Regular City Council Meeting  
6:00 p.m.  
June 25, 2020

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:
  - a. June 11, 2020 meeting minutes. Tab 1
5. CALL TO THE PUBLIC FOR AGENDA ITEMS:  
\*A five-minute time limit per individual is available at this time for Agenda items.
6. NEW BUSINESS:
  - a. Navajo County Fairgrounds Annual Report - Mike Sample
  - b. Chamber of Commerce Annual Report - Cindy Tafoya
  - c. APS Street Chip Seal Project Bid - Pat Serna Tab 2
  - d. Resolution 20-08 - A resolution pertaining to an AZCares grant expenditure. Tab 3
7. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:  
\*A three-minute time limit per individual is available at this time for non-agenda items.
8. SUMMARY OF CURRENT EVENTS:  
Mayor:  
Council Members:  
City Manager:
9. SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA:  
\*\*Requests to have an item discussed on the Agenda.
10. ADJOURNMENT

Posted the 23<sup>rd</sup> day of June 2020.

  
\_\_\_\_\_  
Lisa Hunt, Deputy City Clerk

\*Individuals must submit a "Request to Address City Council" form to the City Clerk prior to the start of the meeting.

Anyone may address the City Council on any issue within the jurisdiction of the Council. 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.

\*\*Requests to have an item discussed on a future agenda should be presented on the "Request and Petition of citizens to City of Holbrook Council" form during the Submission of Written Petition for Items Not on the Agenda to the Council at a regular meeting. Once this form is submitted, the Council will consider the petition and a response will be given within 31 days per the Holbrook City Charter Article II, Section 2.18.

Members of the public shall refrain from making personal, impertinent or slanderous remarks and from becoming boisterous. 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 meeting. Individual members of the public may respond to criticism made by those who have addressed the public body.

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. 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](http://www.ci.holbrook.az.us).

MINUTES OF THE REGULAR MEETING  
OF THE HOLBROOK CITY COUNCIL HELD ON  
June 11, 2020

CALL TO ORDER: Mayor Young called the meeting to order at 6:00 p.m.

ROLL CALL: Mayor Merrill Young, Councilmembers Tim Dixon, Earl Kester, and Mark Jackson appeared in Council Chambers. Councilmembers Mike Nilsson, and Vice Mayor Francie Payne participated via conference call. Councilmember Marsh joined telephonically at 6:08 p.m.

CITY STAFF: City Manager Ted Soltis and Deputy City Clerk Lisa Hunt.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Jackson. The Invocation was given by Councilmember Nilsson.

CONSENT AGENDA: May 28, 2020 meeting minutes.

MOTION: Vice Mayor Payne

SECONDED: Councilmember Dixon

MOTION CARRIED.

CALL TO THE AUDIENCE FOR ITEMS ON THE AGENDA: None.

NEW BUSINESS:

- a. Resolution 20-06 – A Resolution pertaining to the submission of a CARES Act Grant for the airport.  
Mayor Young read Resolution 20-06 in its entirety.  
MOTION: Councilmember Dixon  
SECONDED: Councilmember Jackson  
ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Jackson “Aye”, Councilmember Kester “Aye”, Councilmember Kester “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye” and Mayor Young “Aye”.
- b. Liquor License Owner Transfer to Holbrook Chevron located at 950 Navajo Boulevard.  
MOTION: Vice Mayor Payne  
SECONDED: Councilmember Kester  
MOTION CARRIED.
- c. Resolution 20-07 – A Resolution pertaining to an AZCares grant agreement.  
Mayor Young read Resolution 20-07 in its entirety.  
MOTION: Councilmember Marsh  
SECONDED: Councilmember Dixon  
ROLL CALL VOTE: Councilmember Dixon “Aye”, Councilmember Jackson “Aye”, Councilmember Kester “Aye”, Councilmember Marsh “Aye”, Councilmember Nilsson “Aye”, Vice Mayor Payne “Aye” and Mayor Young “Aye”.

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: None

SUMMARY OF CURRENT EVENTS-MAYOR:

Mayor Young thanked the community for their diligence in keeping the protests peaceful.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

\*Councilmember Jackson stated that he attended the protests and that interactions with the Holbrook Police Department, the Navajo County Sheriffs Office and the citizens was great.

\*Councilmember Dixon stated that he loves the Constitution and the 1<sup>st</sup> Amendment right to peacefully assemble. He also stated that he stands by the Holbrook Police Department.

\*Councilmember Kester stated that he attended the protest and felt that it was well organized and that the Holbrook Police Department did a good job.

\*Councilmember Nilsson agreed that the Holbrook Police Department did an outstanding job at the protests and was glad that there were no riots.

\*Vice Mayor Payne stated that she attended the protest and that there was a feeling of calm. She was glad that there were no incidents. She said that she is grateful that the City of Holbrook can always count on the Holbrook Police Department.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

\*Mr. Soltis shared that the City has ordered a replacement conference phone since the original one did not work properly. He also shared that he hopes that the City Council Meeting will be on Facebook live for the next meeting.

\*Mr. Soltis stated that the Library is now open.

\*The Splash Pad is not yet finished. City crews are in the process of resurfacing it. The City is hoping that it will be reopened by next weekend.

\*Last week, a lost truck driver damaged the gate going into the petroglyphs. The gate has been repaired. The City will be creating a turn-around, so that future lost truck drivers can turn around more easily.

\*There have been some questions about the old Mormon Church. The out-of-town owner came to Holbrook and is working with our staff cleaning up the property. The windows and doors are being boarded up; the yard is being cleaned up as well as the inside.

\*Contract negotiations with Waste Management are complete.

-They will deliver new toters the week of June 22-June 26. Do not place any trash in the toter until Larson Waste toters have been removed.

-The last pickup for Larson Waste will be Tuesday June 30<sup>th</sup> and Thursday July 2<sup>nd</sup>.

-All trash pickups will be changed to Wednesday's. The first trash pickup will be July 8<sup>th</sup>.

-The City is no longer billing commercial non-toter accounts. Commercial toter accounts will continue to be serviced by the City. Presently Larson Waste is servicing most commercial accounts. However, business owners may now also contact Waste Management or Navajo Sanitation for Commercial service.

+Waste Management - 928-856-0159

+Navajo Sanitation - 928-871-4395

\*The proposed sanitation rate increases are now located on the City's website. The meeting to discuss the rate increase will be on August 13<sup>th</sup>. This will provide more time for residents to be aware of the proposed changes.

\* Mr. Soltis stated the he is working on the budget. Hopefully, it will be on the next agenda.

SUBMISSION OF WRITTEN PETITION FOR ITEMS NOT ON THE AGENDA: None

ADJOURNMENT:

MOTION: Councilmember Kester

SECONDED: Councilmember Marsh

MOTION CARRIED

Meeting adjourned at 6:18 p.m.

I hereby certify that the forgoing minutes are a true and correct copy of the minutes of the Regular Meeting or the Holbrook City Council held on June 11, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

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Lisa Hunt, Deputy Clerk

PASSED, APPROVED AND ADOPTED this 25<sup>th</sup> day of June 2020.

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J. Merrill Young, Mayor

City of Holbrook  
Council Action Form

**Meeting Date:** 6-25-20

**Tab:** \_\_\_\_\_

**To:** Mayor and City Council

**From:** Pat Serna

**Subject:** APS Chip Seal Project Bid


**Discussion:** The streets have been crack-sealed in preparation for this project. Since this company is working in the area - Show Low and Winslow - they are able to offer a \$12,000 discount.

This bid was not obtained by a formal bidding process. Per purchasing policy, City Council "may" request a formal process.

**Fiscal Impact:** FY 21 - \$226,300.

**Recommendation:** Award chip seal project bid to APS in the amount of \$226,300.

**Submitted by:**   
Pat Serna, Street Supervisor

**Approved by:**   
Ted Soltis, City Manager



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 leonardwells1@gmail.com

# APS

## Estimate

**For:** City Of Holbrook  
 Pserna11@gmail.com

**Estimate No:** 48  
**Date:** 06/22/2020

Description	Amount
Chip sealing project. Streets are. Lizard /roadrunner/hilltop/1st ave	\$238,000.00
1 clean area.and prep for chip seal	
2 Pre fill any holes with chip seal to bring backup level	
3Apply layer of crs 2 hot oil	
4 apply layer of3/8 chip stone and compact	
5sweep loose aggregate away. After compaction.	
6. Fog seal all new chip seal.	
Clean up and haul all debris if any	
Price for all 4 streets. \$238,000.	
Discounted price if project can be done with other work time frame. Savings come from no equipment fees and transportation cost.	
Price \$226,300	
<a href="https://apschipsealingpaving.com">https://apschipsealingpaving.com</a>	

Subtotal	\$238,000.00
TAX 0%	\$0.00
Total	\$238,000.00

**Total** **\$238,000.00**

**Notes**

Roc Lic# 327517. If any ? Call Leonard 520 382 7125

**RESOLUTION 20-08**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK, NAVAJO COUNTY, ARIZONA, PERTAINING TO AN AZCARES GRANT EXPENDITURE**

**WHEREAS**, the City received an AZCARES grant in the amount of \$583,677, ERMT Grant Number: ERMT-20-010 (the “Grant”); and

**WHEREAS**, the funds were not budgeted; and

**WHEREAS**, the City is committed to public safety and health, paying down the Public Safety Personnel Retirement System liability.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF HOLBROOK, ARIZONA:**

**Section 1:** The Mayor is authorized to execute this Resolution.

**Section 2:** The City Manager is authorized to use the grant funds in the amount of \$583,677 to pay for City spending reasonably related to the public health and safety, including without limitations paying expenses of the Holbrook Police Department which are incurred between March 1, 2020 and December 31, 2020.

**PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOLBROOK, ARIZONA**, this 25<sup>th</sup> day of June 2020.

**APPROVED/EXECUTED:**

**APPROVED AT TO FORM:**

\_\_\_\_\_  
J. Merrill Young, Mayor

\_\_\_\_\_  
Bradley A. Burns, City Attorney

**ATTEST:**

\_\_\_\_\_  
Lisa Hunt, Deputy City Clerk

