



"HUB OF THE SOUTHWEST"

465 1st Avenue
P.O. Box 970
Holbrook, AZ 86025

OUR MISSION

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

AGENDA

Regular City Council Meeting
6:00 p.m. October 22, 2020

1. CALL TO ORDER:
2. ROLL CALL:
3. PLEDGE OF ALLEGIANCE/INVOCATION:
4. CONSENT AGENDA:
 - a. September 24, 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. Approve the repair of a wastewater plant aerator gearbox - Lance Spencer Tab 2
 - b. Economic Development Update - Jason Foutz
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 19th day of October 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.

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
September 24, 2020

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

ROLL CALL: Mayor Merrill Young, Councilmembers Tim Dixon, Mark Jackson, Earl Kester, and Mike Nilsson appeared in Council Chambers. Vice Mayor Francie Payne and Councilmember Adam Marsh participated via conference call.

CITY STAFF: City Manager Ted Soltis, Fleet Supervisor John Gerwitz, Airport Operator Tim Kelley, and Finance Director Randy Sullivan.

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Dixon. The Invocation was given by Kip Meyers from Bread of Life Mission.

CONSENT AGENDA:

August 27, 2020 meeting minutes

MOTION: Councilmember Dixon

SECONDED: Councilmember Nilsson

MOTION CARRIED

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

NEW BUSINESS:

- a. Resolution 20-15: A resolution awarding the Airport Engineering Services contract to Armstrong Consultants, Inc. Jason Musselman provided a history of airport activities since his company started working for the City in 2009. He also provided details on potential future projects and he answered Council questions.

Airport Operator Tim Kelley spoke in support of Armstrong Consultants.

MOTION: Councilmember Dixon

SECONDED: Councilmember Kester

MOTION CARRIED: Roll call vote - all "Yes"

- b. Purchase a new water booster pump. Randy Sullivan provided details on the need for purchasing a new pump. He explained that the pump will match the other pumps and match the motor. He added that a new impellor design will increase its life span.

MOTION: Councilmember Kester

SECONDED: Councilmember Dixon

MOTION CARRIED

- c. Purchase a street sweeper. Fleet supervisor John Gerwitz gave a detailed description on the various street sweepers that were considered. He also answered questions asked by Council. Councilmember Nilsson expressed appreciation for all of the work that went into the selection process.

MOTION: Councilmember Dixon

SECONDED: Councilmember Nilsson

MOTION CARRIED

- d. Domestic Violence Awareness Month Proclamation. Mayor Young read the Proclamation in full.

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS: NONE

SUMMARY OF CURRENT EVENTS-MAYOR:

Mayor Young shared that the owner of Joe and Aggie's Cafe, Stanley Gallegos passed away. He offered condolences to the family. He expressed appreciation for the business community. He encouraged residents to vote in the upcoming election.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

- *Councilmember Marsh urged residents to register to vote and to vote.
- *Councilmember Jackson offered condolences to the Gallegos family. He expressed optimism as vacant buildings are filling with new businesses.
- *Councilmember Nilsson offered condolences to the Gallegos family and encouraged people to vote.
- *Councilmember Kester encouraged people to vote.
- *Vice Mayor Payne provided details on how residents can register to vote. She also offered condolences to the Gallegos family.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

- *All yard waste -- tree limbs, leaves, grass clippings -- can now be delivered to the site located by the wastewater treatment plant, but no plastic bags, painted wood, tires, or garbage please. The area is open seven days a week, which will eliminate long lines at the Transfer Station.
- *Basketball rims and poles have been ordered for Lisitzky Park. The new poles and rims have a stronger design than the old system.
- *The picnic tables in the parks are being evaluated for replacement. A grant to replace picnic tables has been applied for.
- *The hot water boiler at the pool needs to be replaced as it is at the end of its life expectancy.
- *The water and wastewater crews have been busy repairing leaking lines and unclogging sewer lines.
- *The street department is wrapping up the sidewalk replacement project in-front of the Sheriff's office.

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

ADJOURNMENT:

MOTION: Councilmember Dixon
SECONDED: Councilmember Nilsson
MOTION CARRIED
Meeting adjourned at 7:02 p.m.

I hereby certify that the forgoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Holbrook City Council held on September 24, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Ted Soltis, City Manager

PASSED, APPROVED AND ADOPTED this 22nd day of October 2020.

J. Merrill Young, Mayor

**City of Holbrook
Council Action Form**

Meeting Date: October 22, 2020

Tab: 2

To: Mayor and City Council

From: Randy Sullivan

Subject: Wastewater plant aerator gearbox rebuild

Discussion: The gearbox is original equipment installed nineteen years ago. A new gearbox will cost more than \$72,000 and a manufacturing rebuild about \$50,000. The manufacturer does not have a machine/repair shop in the area.

There are a limited number of companies that can perform this type of work. Fortunately, Precision Electric Motor & Pump Services can perform the work at a considerable savings. Precision has completed work for the City in the past.

Fiscal Impact: \$21,873

Recommendation: Approve bid by Precision Electric Motor & Pump Services to repair the gearbox for \$21,873.

Submitted by: 
Lance Spencer, Wastewater Plant Operator

Approved by: 
Ted Soltis, City Manager

Order	1-Q19318
Date	09/15/2020
Terms	NET 30
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****Reprint****

PRECISION ELECTRIC CO INC
 822 E JACKSON STREET
 HOENIX, AZ 85034-2489
 Phone 602-252-2821 Fax 602-257-1497

46432-CITY OF HOLBROOK - EIMCO/FLENDER

Sold To:	Ship To:
CITY OF HOLBROOK P.O. BOX 970 HOLBROOK, AZ 86025	CITY OF HOLBROOK 465 N. 1ST AVE HOLBROOK, AZ 86025

Cust #	Salesman	P.O.	Expires	Ship Via	FOB	RTE	Seq
103	CLAY PARKS	EIMCO/FLENDER	12/31/20	PREC ELEC TRUCK	ORIGIN		

Line	Quantity	U/M	W/H	Description	Unit Price	U/M	Extension
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PRECISION MOTOR AND PUMP SERVICES IS PLEASED TO QUOTE THE FOLLOWING:

REPAIR JOB# 46432
 EIMCO/FLENDER GEARBOX
 JOB#BAP1072 TYPE H3BV 11 SN: 006010-3-2

	1 EA	1	REPAIR		11393.00	EA	11,393.00
			PARTS AND MATERIAL TO REPAIR				
	1 EA	1	LABOR		6480.00	EA	6,480.00
			LABOR TO REPAIR				
	1 EA	1	MACH		4000.00	EA	4,000.00
			MACHINE LABOR				

WORK SCOPE:
 DRAIN OIL, DISASSEMBLE, INSPECT ALL MECHANICAL FITS AND RECORD,
 STEAM CLEAN AND BAKE ALL PARTS, REPLACE ALL BEARINGS, REPLACE
 ALL LIP SEALS, REPLACE SHIM KIT, REPLACE OIL SWITCH, MACHINE
 WORK ON FIVE BEARING FITS, REASSEMBLE GEARBOX AND VERIFY PROPER
 END PLAY, FILL WITH NEW GEAR OIL, COMPLETE CLEANUP, PAINT,
 PICKUP, AND DELIVER.

LEAD-TIME 5 WEEKS ON REPAIR.

SUBTOTAL **21,873.00**
 TOTAL **21,873.00**

QUOTE IS ONLY VALID FOR 30 DAYS

ALL NEW PRODUCTS ARE SUBJECT TO THE MANUFACTURE'S WARRANTY, TERMS AND CONDITIONS. RECONDITIONED EQUIPMENT WILL BE REPAIRED TO ELECTRICAL APPARATUS SERVICE ASSOCIATION'S (E.A.S.A.) GUIDELINES AND SUBJECT TO PRECISION ELECTRIC CO., INC. WARRANTY, TERMS AND CONDITIONS. PRECISION ELECTRIC CO., INC. WARRANTS PRODUCTS AGAINST DEFECTS IN MATERIALS AND WORKMANSHIP FROM THE DATE OF PURCHASE.