

**MINUTES OF TOWN COUNCIL MEETING
TOWN OF SNOWFLAKE
HELD 09/09/2014**

1. CALL TO ORDER/ROLL CALL at 7:04 p.m.

Mayor Kelly Willis, Vice Mayor Jason Whiting—excused, Bev Kay, Tom Poscharsky, Stuart Hensley, Lynn Johnson, Kerry Ballard STAFF: Paul Watson, Bob Hall, Barbara Flake, Terry Cooper, Pat Hancock

2. PRAYER/PLEDGE Ballard/Kay

3. MAYOR’S PROCLAMATIONS & ANNOUNCEMENTS

Proclamation “Navajo County Fair Days”

Mayor Willis read the proclamation declaring September 10 through September 14, 2014 “Navajo County Fair Days”.

Presentation of Award from League of Arizona Cities and Towns to Mayor Kelly Willis—In recognition of eight years of service and dedication to effective local government in Arizona.

Paul Watson presented an award from the League of Arizona Cities and Towns recognizing eight years of service in local government to Mayor Kelly Willis.

4. CALL TO PUBLIC

Fire Chief Pat Hancock announced that the 9-1-1 Ceremony would be at the Snowflake Fire Station, Thursday, September 11, at 7 a.m. He said the Snowflake High School Band would perform.

5. CONSENT AGENDA

A. Approval of Council Meeting minutes dated 08/26/2014.

B. Approval of Invoices from Interim Public Management, LLC dated 08/01/2014 & 09/01/2014.

Motion by Ballard, 2nd by Poscharsky, to approve the Consent Agenda. Motion passed; unanimous

6. DISCUSSION/ACTION ITEMS

A. Consideration & Possible Approval to Lease Calvary Building to American Legion Post #126. (Paul Watson)

Watson said he was contacted by American Legion Post #126 requesting the renewal of a lease at the Calvary Building. He reviewed the most current lease which expired August 14, 2014. Shelby Noe, representative of American Legion Post #126, stated that he had discussed with Ballard the possibility of lowering the ceiling height and insulating the building. He said there are 27 members in Post #126. Ballard said the building is cold in the winter and that maybe a “Raise a Barn” activity could be done to lower the ceiling. Willis said that staff and Watson could look at the lease and could also look at the remodel if materials could be donated. Watson expressed concern regarding whether the

building is a historic building. He said there was concern at one time about the appearance of the outside of the building. Watson said he inspected the outside of the building and it has been cleaned up.

Motion by Willis, 2nd by Kay, to approve 4-Year Lease of Calvary Building to American Legion Post #126. Motion passed; unanimous

B. Presentation regarding ADOT Design Review on 7th South Reconstruction Project No. SZ007 03D & 01C. (Terry Cooper)
Cooper said staff was informed by Arizona Department of Transportation (ADOT) that there is a \$10,000 to \$18,000 shortfall in design review for the 7th South Reconstruction Project. He said this is a federal-aid project coordinated by the Northern Arizona Council of Governments (NACOG) and administered by ADOT. He said that the Town has already paid \$10,000 for design review required in the Joint Project Agreement (JPA) between ADOT and the Town. He said the additional shortfall is to be encumbered by the Town per the JPA. He said staff communicated to NACOG and ADOT the adverse impact this amount would have to the Town's local budget and in a collective effort, the shortfall was reduced to \$6,100. He said there is a possibility of additional fees being assessed at a later date. He said ADOT charges \$30,000 for all projects of this nature but at the time the JPA was approved in 2012 ADOT was subsidizing the review fund. The new fee of \$30,000 was changed in 2013. He said the reduction to \$6,100 was accomplished by transferring \$8,800 from the construction costs to design maximizing the 20% availability of total funding for design which increased the Town's obligated match by \$531.92. He said an additional \$5,500 is required to satisfy ADOT's shortfall in design review bringing the total ADOT review fees to \$24,300. Cooper said that in communications with NACOG and ADOT, ADOT has verbally agreed to eliminate one of the review stages of the project design reducing the potential for more expense to the Town. He said that the transfer of \$8,800 from construction to design reduces the construction fund to \$624,284.08 and the most recent construction estimate from the design consultant is \$607,348. He said the JPA states that should the actual bids exceed the \$624,284.08 the Town will be responsible to pay the difference.

Cooper said the project is set to go to bid in the spring. Attorney Hall said the JPA contract was written to allow for additional costs. Watson said the Town can say no and repay \$150,000 of design fees. He said that ADOT was told that this item would go to Council so all would know the effect of these costs on the Town and to their credit they are trying to drop the costs. Johnson asked what ADOT would say if the Town said they don't have the money. Watson said they would cancel the project and the Town would repay \$150,000. Cooper said he feels the ADOT project manager cares about the Town's money. Watson said the Town has the funding for capital improvements in the budget but it means delaying other projects. Watson said this is a \$700,000 project and the Town is paying \$65,000.

Motion by Willis, 2nd by Hensley to approve the additional expenditure of \$6,100 for ADOT Design Review on the 7th South Reconstruction Project. Motion passed; unanimous

7. COUNCIL MEMBER'S SUMMARY OF CURRENT EVENTS

Ballard said the Community Value Committee meeting focused on volunteerism. Watson said that the total number of volunteers that work with the Town volunteering for the last year is \$5,640.

Ballard said that citizens are saying they are glad road improvements are being done.

Poscharsky said the Chamber of Commerce is sponsoring a "Meet the Candidates Night", Wednesday, October 15, 2014. He said the Chamber President will invite both Local and State candidates.

Mayor Willis said that Vice Mayor Jason Whiting will be filling in while he is out of town.

8. MANAGER'S SUMMARY OF CURRENT EVENTS AND REPORT

Watson said staff will participate in a "Raise a Barn" activity tomorrow at 8 a.m. He said the activity is converting a tennis court to 2 pickle ball courts. He invited Council to come and help.

9. ADJOURNMENT at 7:43 p.m.

I hereby certify that the foregoing minutes are a true and correct copy of the Town of Snowflake Council meeting held September 9, 2014. I further certify that the meeting was duly called and a quorum was present.

Barbara Flake, Town Clerk