

MINUTES OF THE REGULAR MEETING  
OF THE HOLBROOK CITY COUNCIL HELD ON  
February 23, 2023

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

ROLL CALL: Mayor Kathleen Smith, Vice Mayor Francie Payne, Councilmembers Robert Black, Tim Dixon, Mike Nilsson, Arcenia Pacheco, and Karina Pack appeared in Council Chambers.

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

PLEDGE OF ALLEGIANCE/INVOCATION: The Pledge of Allegiance was led by Councilmember Dixon. The Invocation was given by Kenneth Clay of Faith Assembly of God.

CONSENT AGENDA:

February 9, 2023, Regular Meeting minutes.

MOTION: Councilmember Dixon

SECONDED: Vice Mayor Payne

MOTION CARRIED

CALL THE PUBLIC FOR NON-AGENDA ITEMS: David Newlin talked about economic development in the City. (His speech took place just prior to Adjournment)

CALL TO THE PUBLIC FOR AGENDA ITEMS: None

NEW BUSINESS:

- a. Ordinance 23-01 – 1<sup>st</sup> Reading: An ordinance regarding allowing residential units in commercial zones. Mayor Smith read the ordinance in its entirety. Discussion was held.
- b. Ordinance 23-02 – 1<sup>st</sup> Reading: An ordinance regarding Residential Care Services in the commercial zones. Mayor Smith read the ordinance in its entirety. Discussion was held.
- c. Planning and Zoning Commission member appointment: Mayor Smith recused herself due to a conflict. Vice Mayor Payne appointed David Smith to the Planning and Zoning Commission position with the consent of the Council.
- d. Council Best Practices and Open Meeting Law - Tom Belshe. Due to weather issues, Mr. Belshe was unable to travel to Holbrook.

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith gave a shout out to the Holbrook Police Department for their dedication during the last two weeks of having trucks from I-40 in town during the weather-related interstate closures.

She thanked the Chamber of Commerce for a great Awards Banquet and congratulated the winners of each division.

Mayor Smith also gave a shout out to the Boys' Basketball team for having a great season.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

-Vice Mayor Payne shared that in the month of March, the Petrified Forest has many hiking activities scheduled.

-Councilmember Pack shared that Holbrook wrestling took 3<sup>rd</sup> in State.

-Councilmember Dixon- No report.

-Councilmember Nilsson shared that he attended the NACOG Meeting (via zoom).

-Councilmember Pacheco- No report.

-Councilmember Black started to discuss non-current event topics. Point of order was called. He had no current events to report.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

-City Manager Soltis stated that Councilmember Black asked him to provide an update on the cemetery. The City Manager noted that the cemetery wall is budgeted to be painted. As noted in his periodic updates, staff plan to paint the cemetery wall when more favorable weather permits. He added that no new gates will be added to the new section of the cemetery. All the spaces in the new section, like the old sections, have been dedicated to burial plots. The problem is that the number of burials has increased dramatically, which means more impact. If the trend continues, the City will be out of plots within the next three to four years.

-A Code Compliance Officer has been hired. Her name is Barbara Blyth. An office has been set up for her use. Her start day is Monday.

-Councilmember Black asked Mr. Soltis to provide an update on the Police Department recruitment. The chief has complete support for his department. Officer positions are budgeted. He is doing his best to recruit new officers. He has plans to update the Police Department web page to add hiring information.

-Councilmember Black also asked Mr. Soltis to provide an update on streets. Mr. Soltis shared that the City has a 5-year streets plan. The plan was made in 2018 before his arrival. Unfortunately, the City did not have the money or equipment necessary to start the plan when he arrived. He stated that once he started his job here, he prioritized the streets. Unfortunately, the asphalt streets had been completely neglected for many years. The equipment was very old and often broke down. He immediately started a pavement preservation program with annual crack sealing. As discussed in his reports, fog, slurry, and chip sealing will be budgeted depending on the road conditions. One of the items that prevented this from happening in the past is that the City did not have an operating street sweeper, but now it does. Following slurry and/or chip sealing the City will be responsible for sweeping the streets. The other problem was the lack of funding. The City has been saving money since he arrived so that larger projects can be accomplished as it is difficult to get contractors for small projects. Additionally, the larger the project the less waste on mobilization.

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

ADJOURNMENT:

MOTION: Councilmember Pack  
SECONDED: Councilmember Nilsson  
MOTION CARRIED  
Meeting adjourned at 6:37 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 February 23, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

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

PASSED, APPROVED AND ADOPTED this 9<sup>th</sup> day of March 2023.

  
\_\_\_\_\_  
Kathleen Smith, Mayor