

MINUTES OF THE REGULAR MEETING
OF THE HOLBROOK CITY COUNCIL HELD ON
September 28, 2023

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

ROLL CALL: Mayor Kathleen Smith, Vice Mayor Nilsson, Councilmembers Robert Black, Tim Dixon, Karina Pack, and Teri Tafoya appeared in Council Chambers. Councilmember Arcenia Pacheco appeared via telephone.

CITY STAFF: Finance Director Randy Sullivan, Librarian Wendy Skevington, Code Compliance Officer Barbara Blyth and City Clerk Lisa Hunt.

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

CONSENT AGENDA:

August 24, 2023, meeting minutes

Check Register, 08/10/2023-09/20/2023.

MOTION: Vice Mayor Nilsson

SECONDED: Councilmember Tafoya

Councilmember Dixon recommended that this information be placed on the City Website and not on the consent agenda).

MOTION CARRIED

CALL TO THE PUBLIC FOR NON-AGENDA ITEMS:

-Veronica James from North Country Health Care shared information about the services that they provide. She also shared that they will be having a Health Fair at the Holbrook Senior Center on October 19th and a Trunk or Treat event at their facility on October 30th.

CALL TO THE PUBLIC FOR AGENDA ITEMS:

-Mary Badley, Dan Bradley and Gerald Hancock all recommended to the Council that Interim City Manager Randall Sullivan Jr. be hired as the City Manager and asked that the Council not go out to bid for a hiring firm.

NEW BUSINESS:

- a. Ordinance 23-04: Amending fees for Animal Control-2nd Reading: Mayor Smith read Ordinance 23-04 by heading.

MOTION: Councilmember Dixon

SECONDED: Councilmember Pack

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye", and Mayor Smith "Aye".

- b. Resolution 23-11: Amending fees for commercial and non-commercial public records requests. Mayor Smith read Resolution 23-11 by heading. Discussion was held.

MOTION: Vice Mayor Nilsson

SECONDED: Councilmember Dixon

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye" and Mayor Smith "Aye".

- c. Resolution 23-12: Adopting owner-occupied housing rehabilitation guidelines. Mayor Smith read Resolution 23-12 in its entirety. Interim City Manager Randall Sullivan Jr explained that the Council must adopt the housing rehabilitation guidelines in order for the City to apply for future grants. Code Compliance Officer Barbara Blyth answered questions from the Council.

MOTION: Councilmember Tafoya

SECONDED: Councilmember Dixon

ROLL CALL VOTE: Councilmember Black "Aye", Councilmember Dixon "Aye", Vice Mayor Nilsson "Aye", Councilmember Pacheco "Aye", Councilmember Pack "Aye", Councilmember Tafoya "Aye", and Mayor Smith "Aye".

- d. Well #7 pump repair award: Interim City Manager Sullivan shared information with the Council about Well #7. He also shared that several bid requests were sent out and Nextgen was the only one to respond.
Discussion was held.
MOTION: Councilmember Black
SECONDED: Councilmember Pack
MOTION CARRIED

- e. Barrow Field Little League Lights: Interim Manager Sullivan shared with the Council that 3 quotes were received and that this project is grant funded.
MOTION: Councilmember Black (To hire Musco for \$111,000)
SECONDED: Councilmember Tafoya
MOTION CARRIED

- f. Budget amendment for Library Staff: Interim Manager Sullivan reviewed the budget amendment with the Council.
Discussion was held.
MOTION: Mayor Smith
SECONDED: Councilmember Dixon
MOTION CARRIED- 5 "Ayes" and 2 "Nays"- (Councilmember Black, Councilmember Pacheco)

- g. Discuss possible action to appoint Interim City Manager as City Manager- Mayor Smith: Mayor Smith shared that this agenda item was requested by her and not by Interim City Manager Sullivan.
Discussion was held.
MOTION: Councilmember Black made a motion to table this item.
SECONDED: Councilmember Dixon
MOTION CARRIED

- h. Discussion possible action Executive recruitment firm award:
Discussion held.
MOTION: Councilmember Black made a motion to table this item.
SECONDED: Vice Mayor Nilsson.
MOTION CARRIED – 6 "Aye", 1 "Nay"- (Councilmember Dixon)

SUMMARY OF CURRENT EVENTS-MAYOR:

-Mayor Smith gave a big thanks to the Fair staff, board, and all the volunteers and participants that make the Fair a success each year. It takes a lot of people to put on and many long hours, and we are thankful to everyone that contributed.

-Congratulations to Sherry Reed and her team at the Navajo County Historical Society-they will be receiving an AI Merito Award-it's the most prestigious award that the Arizona Historical Society awards. The Arizona Historical Society established the AI Merito Award in 1973 to recognize individuals and organizations who have made outstanding contributions and serve as role models for preserving Arizona's rich history. This honor acknowledges meritorious service for those who preserve and celebrate Arizona history. Following a review of all nominations, the AHS Board of Directors selects one individual and one organization/group to receive the AI Merito Award annually.

-Darlene Brinkerhoff has been honored as an outstanding avocational archeologist by the Society of American Archeology with the annual Crabtree Award.

-Tim Kelley, has been adding some additions to Gillespie Park and we appreciate his hard work and contribution. It is turning into a great little western park. Stop by and take some pictures.

SUMMARY OF CURRENT EVENTS-COUNCILMEMBERS:

-Vice Mayor Nilsson said that the top of 8th Ave is unsafe and that he suggests that the City put a double line all the way to Greer Ave. He commented that the Navajo County Fair was great this year. He also shared that the Senior Center will host a Bingo Palooza on October 12th from 10:00 am – 11:30 am and a Health Fair on October 19th.

-Councilmember Black said that he had a great experience at the Navajo County Fair and that the Fair community does a great job. He also said that he met several people at the League Conference and that the Town of Eager invited him to come see their pond to maybe get some ideas for the pond that the City of Holbrook has been wanting to build.

-Councilmember Pack said that the Navajo County Fair was great and that she “blew” a lot of money there.

-Councilmember Dixon attended the Navajo County Fair. He said that it was great to bring the community of Navajo County together and that busloads of people attended. He also gave direction to Interim Manager Sullivan to get a better speaker phone and suggested checking into video conferencing.

-Councilmember Tafoya said that the Navajo County Fair was great. She also shared that she attended the League Conference in Tucson and that she enjoyed it. She thanked the businesses that donated items for the raffle basket. Lastly, she gave “kudos” to the workers working on the Cemetery fence.

-Councilmember Pacheco shared that Homecoming is next week. She also shared that the Bread of Life annual auction and Our Lady of Guadalupe’s dance and Cornhole tournament are on Oct. 7th. Councilmember Pacheco said “Thanks” for the Pickleball court.

-Mayor Smith shared that the weekend of the Parade of Lights and Festival of Trees has been changed to the 2nd weekend in December instead of the 1st weekend.

SUMMARY OF CURRENT EVENTS-CITY MANAGER:

-Interim City Manager Sullivan shared that the 2023 audit will be next week.

-The City has been working on preparing and painting the Cemetery wall.

-The City will be working on 8th Ave next week.

-The Pedestrian lights from Maveric to downtown have been set for dusk to dawn and the lights from Maveric to the top of the hill are set to go off at midnight. They have fixed several lights and are working on fixing the rest. They will not replace the poles that have been hit as they are getting to expensive and hard to find.

-He has been working on designating the Holbrook train crossing as a quiet zone, but the crossing does not meet the standards. So, he will be researching grants to help with getting the crossing up to the standards.

-The City has purchased ADA swings for each park. A wheelchair swing has also been ordered.

-The freezer and walk-in at the Senior Center have been fixed.

-The City has hired a full time Street Sweeper.

-He had a meeting with Chris Pasterz the Navajo County Economic Development Director.

-He shared that the APS Franchise is due to be put on the ballot next year. This happens every 25 years.

-The City is working on updating their phone system. It should have the ability to do mass texts like the school district and it should save the City money.

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

ADJOURNMENT:

MOTION: Vice Mayor Nilsson

SECONDED: Councilmember Pack

MOTION CARRIED

Meeting adjourned at 8:02 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 28, 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 12th day of October 2023.



Kathleen Smith, Mayor