

**ST. JOHNSCITY COUNCIL  
REGULAR MEETING  
MINUTES  
June 13, 2013**

The regular meeting was duly posted. Vice Mayor Ashton called the meeting to order at approximately 6:35pm in the Board of Supervisors Meeting Room at the County Annex.

**ROLL CALL:** Vice Mayor Ryan Ashton, Councilwoman Kay Hauser, Councilman Pete Hancock, Councilman Ryan Patterson, Councilman Michael Cirivello, and Councilman Spence Udall

**ABSENT:** Mayor Fred Nielsen

**STAFF PRESENT:** Interim City Manager Paul Ramsey, Finance Director/City Clerk Evan Nelson, City Attorney Bryce Patterson, Police Chief Donny Jones, Assistant Fire Chief Jason Kirk, Assistant EMS Chief Jean Kirk, and Fire Chief/Airport Manager Gary Liston

**OTHERS PRESENT:**

**INVOCATION:** Mike Green

**PLEDGE:** Tony Raykovitz

**CALL TO THE PUBLIC**

No Public wished to speak.

**CONSENT AGENDA**

- 1. Consider approval of April 11, 2013 Regular Meeting minutes and April 25<sup>th</sup>, 2013 Public Hearing and Special Meeting minutes.**
- 2. Payment of Bills: April 2013**

**MOTION:**

Motion was made by Councilwoman Hauser to approve the consent agenda items as stated.

Motion was seconded by Councilman Cirivello.

**MOTION PASSED 6-0**

## REGULAR MEETING AGENDA

### **3. Receive public comment on Dollar General's liquor license application.**

Mr. Dave Mann expressed his objections to allowing the license. His main concerns were that there are already enough sellers of liquor, and these are families who have for generations made a living which would be jeopardized.

### **4. Consider approval of agreement for architectural services on the City Hall. Consider making a recommendation to the State Department of Liquor Licenses and Control regarding Dollar general's liquor license application. The Council may vote to recommend approval or denial.**

City Attorney Patterson explained to the Council members A.R.S. 4.201 regarding liquor applications. Mr. Nelson informed that the requirements of the statute were complied with, and that the City staff had not received any written input from the citizens of the City. Mr. Scott Miller, manager of the Dollar General store, came forward to answer questions from the Council. Discussion included concerns regarding the number of liquor stores in the city, exposure to children, the free enterprise aspects of the request versus the businesses already established in town. The Council members were in agreement that there are already numerous places for the citizens to obtain liquor within the town.

#### **MOTION:**

Motion was made by Councilman Patterson to recommend denial.  
Motion was seconded by Vice Mayor Ashton.

**MOTION PASSED 5-1 (Ashton opposed)**

### **5. Presentation on St. Johns Airpark use, development, and profitability.**

Dennis from Armstrong Consultants spoke to the Council. He spoke about the positive aspects of the airport first and complimented the service provided at the airport.

He spoke regarding:

- A. Objectives of the Airport
- B. FAA Grant Funding Program
- C. Capital Improvement Projects
- D. Airports are a Community Asset
- E. Opportunities for Revenue

**6. Consider automation of the City Airpark facility.**

Gary Liston informed the Council on his progress in obtaining information and costs, but he was not done. Council moved this agenda item to the June Council meeting.

**7. Discussion regarding McIntosh Spring.**

Vice Mayor Ashton gave a brief summary of the history of the spring and the ten year lease to use the water. There is no current lease. The owner of the land around the spring put in 6.5 miles of pipeline to transport the water for his use. The City can grant use of the water because it owns the water, but not the pipeline. Use of the pipeline can only be granted by the owner of the pipeline and land. Father Conlon indicated that the Catholic community is interested in the water. He outlined some plans for improvements to the cemetery. Mr. Montoya was also asked if he is interested in the water, and he indicated that he is, and would be willing to meet with the interested parties to work out details. Councilman Cirivello pointed out that all the City has control of is the lease. Then the lease has to negotiate with Mr. Pew regarding actual obtaining of the use of the pipeline. Attorney Patterson pointed out ramifications of the situation. He also pointed out that technically it was not a lease because there was no revenue generated, it is a permit. Some of the permit details were discussed. Council advised that the interested parties get together with staff to work out the details, and that a permit proposal be brought back to Council next month.

**8. Consider approval of a Memorandum of Understanding with the Northern Arizona Council of Governments (NACOG) related to the Highway Safety Improvement Program (HSIP).**

Mr. Ramsey explained to the Council that this agreement would provide \$600,000.00 in funds to be divided between local communities for highway sign replacement. Two to three communities a year would receive the stop signs and street signs for higher safety.

**MOTION:**

Motion was made by Councilman Patterson to approve Memorandum of Understand with NACOG related to the HSIP.

Motion was seconded by Vice Mayor Ashton.

**MOTION PASSED 6-0**

**9. Consider approval of Resolution 500, authorizing the renewal of the City of St. Johns membership in the Rural Arizona Group Health Trust insurance pool.**

Mr. Ramsey indicated to the Council that this is a continuation of the agreement for health insurance for the City employees. He recommended that the City continue with the insurance program.

**MOTION:**

Motion was made by Councilman Patterson to approve renewal of the membership in the Rural Arizona Group Health Trust insurance pool. Motion was seconded by Councilwoman Hauser.

**MOTION PASSED 6-0**

**10. Consider directing staff regarding requests for donated use of City facilities.**

Mr. Ramsey requested direction for policy on requests for free use of City facilities indicating that staff could then handle requests instead of bringing every request before council if that would be their preference. Councilwoman Hauser informed the Council of research she did finding out what other cities have done. She expressed concern that currently the City does not require proof of insurance. Councilman Patterson brought out the point that it's possible that the insurance would not cover contingencies if there is a fee charged at the door for an event being held in the City facilities. Attorney Patterson pointed out that fees can be waived, but there needs to be a set of criteria which needs to be in writing for consistency and put into policy. Counsel requested that staff prepare a document with fees and the criteria for fee waivers to be brought before Counsel next month to be added to policy.

**11. Discuss possibility of selling the Fairgrounds to Apache County.**

Mr. Ramsey explained about a meeting with the County Supervisor and his staff over CDBG funds being spent on the fairgrounds facilities. At that time the County Supervisor asked if the City would be willing to sell the facilities. Mr. Ramsey discussed his thoughts on the events we have, the expenditures on those events, and the returns on the investment. Facilities include: little league field, roping arenas, fairground facility, and the bub, and property surrounding the fairgrounds. He pointed out that the City does not have the funds to maintain or operate the facilities and events in a positive forward movement, and that the County who collects property taxes has the resources to do that. He pointed out that the City would still make sales tax income from all the events even though they would be run by the County. An appraisal would need to be done and would cost somewhere between \$6,000.00 and \$8,000.00. Discussion included numerous variables of what

the sale would mean, and what would be sold or retained. Also discussed was the Barth Field complex. Reservations about selling anything to the County were expressed as well as all the advantages to the City. Councilman Cirivello recommended that the County be asked to pay for the appraisal and if a deal is made then the price of the appraisal be taken off the purchase price. Councilman Hancock suggested that the deeds be checked for restrictions as well.

**12. Consider approval of revised Personnel Policy and Procedures Manual related to employee evaluations.**

Mr. Ramsey pointed out the change from the old policy and the new proposed policy as discussed in the previous council meeting. Discussion included volunteer fire fighters and seasonal pool employees.

**MOTION:**

Motion was made by Councilman Patterson to strike the word regular and go with all employees as of April 30<sup>th</sup>.

Motion was seconded by Councilman Udall.

**MOTION PASSED 6-0**

**13. Consider nominating a council member to conduct the June 13<sup>th</sup> Regular City Council Meeting prior to the appointment of the new mayor.**

Discussion revolved around why there was a need for someone to conduct between the release of the current Mayor and Vice Mayor and the appointment of the new mayor. Councilwoman Hauser informed the council members of the recommendation of the League of Cities and Towns.

**MOTION:**

Motion was made by Councilwoman Hauser to have Councilman Cirivello conduct the meeting prior to the appointment of the new mayor.

Motion was seconded by Councilman Patterson.

**MOTION PASSED 5-0**

**Councilman Cirivello Abstained.**

**14. Discussion/Action regarding personnel matters related to the Police Chief. The Council may vote to discuss this matter in executive session pursuant to A.R.S. 38-431.03(A)(1) "Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body."**

**MOTION:**

Motion was made by Vice Mayor Ashton to adjourn to executive session.  
Motion was seconded by Councilman Udall.

**MOTION PASSED 6-0**

**Meeting was called back to order at 9:19 pm.**

**15. Fiscal Year 2013-2014 Budget.**

Mr. Nelson presented the draft budget for the next fiscal year and outlined the significant points of the budget which included:

- A. Accounting Software
- B. Salary Increases

Discussion regarding salary increases involved various opinions about continuing the \$1040.00 or not and/or merit raises. Mr. Nelson answered questions. Vice Mayor Ashton requested that copies of the tentative budget to Tony Raykovitz, JR Richardson, and Brad Overson so they can vote next month.

**16. Financial Report.**

Mr. Nelson gave notice that some of the expenditures are over their budgets and that he would be proposing amendments to the next council meeting. Revenues are still low, and that the new estimates of revenues for the next fiscal year are much more conservative than they have been in the past. He informed them that the State Revenue Sharing and the City Sales Tax revenue are both going up. Looking ahead Mr. Nelson said he is preparing for the upcoming annual audit and the year-end process.

**17. City Manager's Report.**

Mr. Ramsey reported:

1. Stacy Waite did the assessment but that he hasn't seen it yet.
2. City Hall at risk meeting happened with not a lot of participation, there was interest but some could not attend.
3. The lights have not been ordered yet for the Lighting project on 7<sup>th</sup> South & 13<sup>th</sup> West. There will be a kick off meeting with ADOT on the over-lay portion and it should be scheduled within the next 3 weeks.

**FUTURE AGENDA ITEMS**

There were none requested by council members.

**ADJOURNMENT**

**MOTION:**

Motion was made by Councilman Patterson to adjourn the meeting.

Motion was seconded by Vice Mayor Ashton.

**Motion passed 6-0.**

**Meeting adjourned at 9:55pm.**

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Mayor

ATTEST:

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Evan Nelson, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the St. Johns City Council held on the 14th day of July, 2011. I certify that the meeting was duly called and held and that a quorum was present.

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Evan Nelson, City Clerk

\*Please Note: Approved minutes are not a verbatim record of what happened at the City Council meeting, they capture a summary of the meeting as well as all actions taken. A recording of the entire meeting is available upon request at the City Clerk's office for three months following each meeting.