CITY OF ST. JOHNS

REGULAR MEETING MINUTES

April 13, 2016

The meeting was duly posted. Vice Mayor Spence Udall called the meeting to order at approximately 6:45 p.m. in the City of St. Johns Council Chambers.

**ROLL CALL:** Vice Mayor Spence Udall, Councilman Pete Hancock, Councilman J.R. Richardson, Councilwoman Kay Hauser, and Mayor Ryan Patterson (\*\*\*6:55 p.m.)

**STAFF PRESENT:** Interim City Manager Paul Ramsey, Finance Director/City Clerk Timothy Hinton, Deputy City Clerk Cindy Lee, City Attorney Bryce Patterson, Police Chief Daniel Brown, Sergeant Paul Albert, Police Officer Tyrell Bond, Police Officer Miles Crosby, Police Officer Samuel Perez, Police Officer Trett Bishop, Compliance Officer Ramon Morales, Reserve Officer Matrese Avila, Police Department Administrative Assistant Tamara Poe, Police Department Assistant Ciara DeHart, Airport Manager/Fire Chief Gary Liston, Assistant Fire Chief Jason Kirk, and Airport Assistant Gloria Morales.

**OTHERS PRESENT:** Mireya Morales, Jose Morales, Luis Morales, Candice Bond, Paislee Bond, Kinslee Bond, Trevor James, Chief Brennan Eagar, JD DeMatteo, Beth Bond, Clay Bond, Holly Bond, Jena Crosby, Lillian Chavez, Webb Hogle, and Breonna Lee.

**INVOCATION:** Trevor James

**PLEDGE:** Councilman J.R. Richardson

**CALL TO THE PUBLIC**

* No public wished to speak.

**CONSENT AGENDA**

1. **Consider approval of March 9, 2016 City Council Minutes.**
2. **Request approval for payment of bills from March 1-31, 2016. Special details of bills can be requested at City Hall.**

**MOTION**

Motion was made by Councilwoman Kay Hauser to approve the consent agenda as stated. Motion was seconded by Councilman Pete Hancock.

**Motion passed 4-0**

**\*\*\*Vice Mayor Spence Udall moved item number 5 before number 3.**

**5. Presentation of Life Saving Award to Officer Ty Bond, Compliance Officer Ramon Morales and ACSO Sergeant JD DeMatteo for their efforts in saving the life of a St. Johns resident.**

Sergeant Paul Albert stated the medal of Life Saving Award is awarded to an employee for an act that results in saving and preservation of a human life or lives that otherwise would have immediately expired without the employees direct involvement in providing first aide medical or physical intervention. An employee may receive only one life saving award per incident regardless the number of victim’s involved. The act must encore while an employee of the St. Johns Police Department on or off duty. This award for the employee consists of a medal, certificate and ribbon.

The Chief of Police awarded the Life Saving Award to Office Craig Tyrell Bond. On February 15, 2016 Officer Bond responded to a report of a vehicle stopped in the middle of the roadway on White Mountain Drive, East, near East 4th Street in St. Johns. Upon arrival Officer Bond made contact with the driver of the vehicle who was unresponsive and not breathing. Officer Bond called for EMS to respond to the scene and immediately pulled the driver, Armando Sunny Pena, out of the vehicle so he could perform life saving measures. Officer Bond performed chest compressions until EMS arrived on scene and took over. While Mr. Pena unfortunately passed away 4 days later, Officer Bond’s quick thinking and swift actions saved Mr. Pena’s life and allowed Mr. Pena’s family precious time to spend with him during his last days. Due to his commitment to excellent and saving of life Officer Bond is here by awarded the medal of Life Saving on this 13th day of April, 2016.

Chief Daniel Brown pinned the medal on Officer Bond and presented him with a certificate and ribbon.

The Chief of Police awarded the Life Saving Award to Compliance Officer Ramon Morales. On February 15, 2016 Compliance Officer Ramon Morales arrived on scene moments later and immediately grabbed his medical bag from his police vehicle. Compliance Officer Ramon Morales assisted Office Bond. Compliance Officer Ramon Morales is here by awarded the medal of Life Saving on this 13th day of April, 2016.

Chief Daniel Brown pinned the medal on Compliance Officer Morales and presented him with a certificate and ribbon.

The Life Saving Award is awarded to non- employees in situations for the same conduct by an employee would have resulted in awarding the medal of Life Saving. This award will be a certificate.

The Chief of Police awarded the Life Saving Award to Apache County Sheriff Sergeant JD DeMatteo. On February 15, 2016 Apache County Sergeant JD DeMatteo hearing the radio traffic on the radio arrived on the scene moments later and immediately began to assist the St. Johns Police members. Apache County Sergeant JD DeMatteo is here by awarded the certificate of Life Saving on this 13th day of April, 2016

Chief Daniel Brown presented the certificate to Apache County Sheriff Sergeant JD DeMatteo.

Apache County Sheriff Chief Deputy Brannon Eagar stated, in recognition of Apache County Sheriff Sergeant JD DeMatteo working with the St. Johns Police Department and providing the services the Sheriff Office provides the medal, the Police Department provides the certificate. The Apache County Sheriff’s Office is proud to present Sergeant DeMatteo with the Life Saving medal.

Apache County Sheriff Chief Deputy Brannon Eagar pinned the medal on Sergeant DeMatteo.

Vice Mayor Spence Udall commented that on his gratitude and appreciation for the officers and the relationship that the City has with the Apache County Sheriff’s Office.

\*\*\*Mayor Ryan Patterson joins the meeting at 6:55 p.m. Vice Mayor Spence Udall turns the meeting over to Mayor Ryan Patterson.

1. **Consider approval of April 2016 “Child Abuse Prevention & Awareness Month” Proclamation.**

Vice Mayor Spence Udall commented that this is Buena Vista Children’s Services, Inc. is a community-based, grassroots, nonprofit organization that offers child abuse prevention awareness, children’s advocacy and child care recruitment serves for the Department of Economic Security, Education & Professional Development, in Apache , Navajo, and Yavapai Counties.

**MOTION**

Motion was made by Councilwoman Kay Hauser to approve the Proclamation. Motion was seconded by Councilman JR Richardson.

**Motion passed 5-0**

1. **Consider approval of the “Fair Housing” Proclamation and Resolution.**

Mayor Patterson commented that the information is in the packet.

**MOTION**

Motion was made by Vice Mayor Spence Udall to approve the “Fair Housing” Proclamation and Resolution. Motion was seconded by Councilwoman Kay Hauser.

**Motion passed 5-0**

1. **Consideration of approval to change the existing part-time Police Records Clerk position to full-time position.**

Chief Brown commented that the Records Clerk at the Police Department was one that was down sized due to budget issues. In the last couple of years we have had an increase of 75% of paper work in the Police Department. We have had record numbers in calls for service and in arrests. That creates a lot of paper work and the courts have had to increase their staff. Chief Brown stated that he hired a part-time records clerk that is only 29 hours per week. Chief Brown is asking the council to have that position reinstated to a full-time position of 40 hours per week. The increase of the ERE’s would be $19,720 annually.

Mayor Patterson asked if the records clerk now can catch up with the past year, why would you need this position go to a full-time position.

Chief Brown commented that the paper work is hard to keep up with and keep in compliance.

Vice Mayor Udall ask what Financial Director/City Clerk Timothy Hinton’s feelings about the increase?

Financial Director/City Clerk Timothy Hinton commented that most of the increase would be medical insurance. We would have to pull from somewhere else.

Councilwoman Hauser asked if the council should have a budget session before the council decides?

Vice Mayor Udall commented that one benefit that he sees is having 2 people in the office to serve the public.

Mayor Patterson called for a motion. Hearing none he stated that this item be tabled for the next agenda.

1. **Consider approval of FFY 2017 AZ GOHS Grant.**

Chief Brown commented that each year we put in for the Governor’s Office of Highway Safety Grant. It does provide additional funding for the traffic enforcement. We have requested $1800 for the DUI Enforcement Detail through, $1800 for the STEP Program, $20000 to fund motorcycle traffic enforcement, and 4 portable breath test devices for the 2016-2017.

**MOTION**Motion was made by Councilman JR Richardson to approve the FFY 2017 AZ GOHS Grant. Motion was seconded by Councilwoman Kay Hauser.

**Motion passed 5-0**

1. **Discussion of the location for the 4th of July Firework show.**

Interim City Manager Paul Ramsey commented that we have had a request form Lyman Lake administration to see if the City is willing to move the firework show on the 4th of July to Lyman Lake. As a staff we thought we would bring this item to the council. In the past Lyman Lake has charged to get into the park for the firework show and this year they will not charge. However Mr. Ramsey commented that he has heard comments going both ways of we miss going to Lyman Lake for the 4th of July and others have said it is nice to stay in town to watch the show. There is concern of covering Fire/EMS having it out at Lyman Lake, but if we have to we will work it out.

Councilman Richardson asked, when we have had it out at Lyman Lake, was that a shared expense?

Councilwoman Kay Hauser commented that as the fireworks have been held at Lyman Lake, they were charging a fee, every cent of that money went to Phoenix, and no money came to St. Johns at all. So she pushed to not have it at Lyman Lake, to have the show in town.

Mayor Patterson commented that he appreciated the times we had at Lyman Lake for the 4th of July, but we need to keep the activities in the community.

**MOTION**Motion was made by Councilman Pete Hancock to keep the firework show here in St. Johns. Motion was seconded by Vice Mayor Spence Udall.

**Motion passed 5-0**

1. **Consider approval of the City of St. Johns exercise room wavier and release of liability.**

Finance Director/City Clerk Timothy Hinton commented that the City has some exercise equipment, most of which has come from the Fire Dept. It is set up in the back of City Hall. There has been a fair amount of interest from employees being able to use the equipment. Years ago the City had an exercise room and a waiver that were signed to use the exercise equipment. In order for employees to us the exercise equipment we should have a release form of liability. The City Attorney Bryce Patterson drafted a waiver of liability to allow City employees and spouse to use the exercise equipment. No others can us the exercise equipment.

Councilman Hancock asked if this would take business away from other business in town.

Finance Director/City Clerk Timothy Hinton commented that there is no other open gym in town.

Mayor Patterson commented that he doesn’t want the back of City Hall to become an exercise room. He would like to see the room to become utilized and make it more of a community center.

Mayor Patterson also commented on moving the equipment to another location. He advised staff to look for another location for the exercise equipment.

**MOTION**

Motion was made by Vice Mayor Spence Udall to approve the exercise room wavier release of liability. Motion was seconded by Councilwoman Kay Hauser.

**Motion passed 5-0**

**10. Progress on Heritage Park (City Hall).**

Vice Mayor Spence Udall commented that the park plans are beautiful. The committee is trying to go private funding with the park other than City man power. The committee is about half way with the funding for the park. Our goal is to have the park done by summer time and we are not sure that we will make the goal.

Mayor Patterson asked if it was possible to get a portion completed, that would show progress.

Vice Mayor Udall commented that the committee is working towards it. We will be doing the park in phases. Everything has been very well thought out.

**11. Discussion regarding the ALCO building.**

Mayor Ryan Patterson commented that the ALCO building is being offered by the owners of the building with Fred Kraemer as Senior Associate to the City of St. Johns and Apache County in a co-ownership. They are willing to do this with 1) Forgive the past due taxes of about $55,000. Mayor Patterson stated that would have to go before the Apache County Board of Supervisors. 2) Recognize the value of the gift in the amount of $3.0 million with a letter in accordance with IRS regulations. 3) The property is to be used for the benefit of the residents of Apache County and St. Johns. 4) The property cannot be rented out for commercial purposes to Shopko for a period of ten (10) years.

The reasoning for #4 is in negotiations with Shopko; they lead them to believe they were going to purchase the building and at the last minute pulled out of the deal. They spent a lot of time getting to the purchasing point to have them drop out.

Finance Director/City Clerk Timothy Hinton commented that it would be a jointly governed initially between the County and City for economic development to bring in business to the building. The building is set up with 4 different sections. It would be easy to have 4 suites with 4 different businesses in the building.

Mayor Patterson commented that it would be ideal to have 2 City Officials and 2 County Officials to handle the industrial district and allow them to direct the operations. The goal would be to bring business in.

**MOTION**

Motion was made by Councilwoman Kay Hauser as stated in the letter from Fred Kraemer Senior Associate with the definition of co-ownership being 50/50. Motion was seconded by Councilman Pete Hancock.

**Motion passed 5-0**

**CITY MANAGER’S REPORT**

* **CDGB Waterline**

The pipeline is in the ground. We are waiting for the volt and then we can do a pressure test. Everything is done except the fence clean up. We will do the fence repair after we do the pressure test. Laying the pipeline, we had one day to spear and then they gave us a 30 day extension.

* **Patterson Pond**

We have had our first stocking of fish. All the signage is up. The trails are prepared. The gates are in. This is the beginning and we would like to continue to improve this area.

Councilwoman Hauser asked if it would be possible to have signs starting a 7th S. on 24th St. going towards Patterson Pond that say “Child at Play”.

Interim City Manager Paul Ramsey said that would be a good idea. He also commented that they have order 2x2 signs to direct people to Patterson Ponds.

* **Paving Project**

We have an estimate on Buckboard, Stage Coach, Horseshoe, and part of 24th Street. We will be coming to Council for approval for the bid and to pave the east side of City Hall.

The other paving project is 7th South and 13th West. Mr. Ramsey has talked to the supervisor of the project and they will be starting the paving on May 6th.

Councilman Hancock asked what about the other streets that are needed paving.

Mayor Patterson commented that they have a paving plan of the streets and we need to look at the plan. He asked for this to be on the next agenda.

**CITY POLICE CHIEF REPORT**

* **Regional Special Response Team**

Apache County Sheriff Chief Deputy Eagar, Springerville Police Chief Nuttall, and myself, attended the Regional Special Response liability training in UT. They prepared us for the next step which will be preparing IGA’s.

* **Homeland Security Grant**

We also went be for the Homeland Security Grant Submission in Flagstaff. There were 150 proposals with 31 excepted. We rated 31.

* **TLO Training**

We sent Office Samuel Perez to TLO grant funding training. This will help us with different grants.

* **VIP Academy**

Tuesday night we send 5 volunteers to the Academy which is hosted by Navajo County. It is a month long academy. We started with 5 and now we are down to 4. This will help with the volunteer hours.

* **Dog & Cat Licensing & Shot Clinic**

This will be Saturday, April 23 at the Police Dept.

* **March Status**

Service calls 278, misdemeanor arrest 19, felony arrest 25, citations written 64. Our Officers are busy.

* **Task Force Position**

The job offer was made today to Mr. Thomas Drane. He will start on April 25 and we will bring him before you at the next City Council to introduce him to you. He is a 5 year officer.

**FUTURE AGENDA ITEMS**

* **Donation of Blasting – Resolution**
* **Police Records Clerk**
* **Street – Overall plan for paving City Streets.**

**ADJOURNMENT**

**MOTION**

Motion was made by Vice Mayor Spence Udall to adjourn the meeting. Motion was seconded by Councilman JR Richardson.

**Motion passed 5-0**

**Meeting adjourned at 7:59 p.m.**

Ryan Patterson, Mayor

ATTEST:

Cindy Lee, Deputy City Clerk

**CERTIFICATION**

I hereby certify that the forgoing minutes are a true and correct copy of the minutes of the regular meeting of the St. Johns City Council held April 13, 2016. I certify that the meeting was duly called, held, and that a quorum was present.

 Cindy Lee, Deputy City Clerk

\*Please note: Approved minutes are not verbatim record of what happened at eh City Council Meeting. They capture a summary of the meeting as well as all action taken. A recording of the entire meeting is available upon request at the City Clerk’s officer for three months following each meeting.