

**MINUTES OF TOWN COUNCIL MEETING  
TOWN OF SNOWFLAKE  
HELD 03/01/2022**

**1. CALL TO ORDER/ROLL CALL 7:00 pm Present: Kerry Ballard, Allison Perkins, Bob Flake, Lynn Johnson, Byron Lewis, Greg Brimhall, Cory Johnson absent; Staff: Brian Richards, Katie Melser, Joe Jarvis, Ella McAdams, Chief Martin, Chief Nelson, Officer Frost**

**2. PRAYER/PLEDGE** Flake/Perkins

**3. PROCLAMATIONS AND RECOGNITIONS**

Chief Martin presented James Frost to be sworn in as an officer. Mayor Johnson swore him in.

**4. CALL TO PUBLIC:** none

**5. CONSENT AGENDA:**

A. COUNCIL MINUTES DATED FEBRUARY 1, 2022

B. FEBRUARY CHECK REGISTER

C. APPOINTMENT OF PLANNING AND ZONING COMMISSIONER

D. MID YEAR FINANCIAL REPORT

*Motion by Ballard, 2nd by Perkins, to approve the Consent Agenda. Motion passed; unanimous with Johnson C absent*

**6. DISCUSSION/ACTION ITEMS**

A. UPDATE FROM NAVAJO COUNTY SHERIFF'S OFFICE

Sheriff Clouse updated the council on programs the Sheriff's office is working on and collaboration happening with the STPD.

Brian Swanty gave an update on MCAT

B. ZONING CHANGE REQUEST: 202-30-009Q: NIU: REZONE FROM AG TO R-2

Joe Jarvis presented the item, noting that there was no public comment on the request; their request is in line with other zoning in the area

*Motion by Johnson L, 2nd by Lewis, to read Ordinance 2022-03, Rezone from AG to R-2, by title only. Motion passed; unanimous with Johnson C absent (read by Lewis)*

*Motion by Lewis, 2nd by Flake, to approve Ordinance 2022-03, Rezone from AG to R-2. Motion passed; unanimous with Johnson C absent*

C. SPECIAL USE PERMIT: 202-11-310B: ROGERS: TO CONTINUE TO ALLOW A SECONDARY RESIDENCE FOR AN IMMEDIATE FAMILY MEMBER

Joe Jarvis presented the item, P&Z considered the request and recommends for approval with the stipulation that it be for the time period of 12 months; there is support from neighbors

*Motion by Ballard, 2nd by Flake, to approve Special Use Permit to allow secondary residence for family member with the recommended stipulation that it be for a time period of 12 months. Motion passed; unanimous with Johnson C absent*

D. VARIANCE REQUEST: 202-31-034, 035 & 036: RHOTON: REQUEST TO ALLOW THREE PARCELS SMALLER THAN 5 ACRES IN AG

Joe Jarvis presented the item, P&Z recommend for approval with the stipulation that the sections given to the neighbors be absorbed into the existing parcels

*Motion by Lewis, 2nd by Perkins, to approve Variance request allowing three parcels smaller than 5 acres in AG zoning. Motion passed; unanimous*

E. PURCHASE OF POLICE VEHICLES

Chief Martin presented the item; Dodge decided that consumer vehicles outweighed the need for fleet vehicles and cancelled the order with several agencies, including STPD; anticipate getting these Chevy

vehicles from Holiday Autogroup sometime between October and December.

***Motion by Johnson L, 2nd by Flake, approve purchase of police vehicles as presented. Motion passed; unanimous with Johnson C absent***

**F. IGA WITH CITY OF SHOW LOW AND SNOWFLAKE-TAYLOR LIBRARY**

Ella McAdams presented the item; the IGA is straight forward, the exchange includes trading computers for staff hours, which is what the staff

***Motion by Flake, 2nd by Perkins, to approve IGA with City of Show Low. Motion passed; unanimous with Johnson C absent***

**G. WATER LINE EXTENSION POLICY**

Brian presented the item; the council has had access to the policy and Brian mentioned some key points and also that there is some flexibility in it for unique situations

Johnson L - as we grow these policies are certainly needed

Brimhall- want to be sure those that pay for the water line extension have the option to be able to be reimbursed for others tapping into the water line at a later date; Brian stated that there can be special conditions like that

***Motion by Brimhall, 2nd by Lewis, to approve the Water Line Extension Policy as presented. Motion passed; unanimous with Johnson C absent***

**H. DESIGN SERVICES FOR SEWER SYSTEM IMPROVEMENTS**

Brian presented the item; we received RFQ;s from several firms for sewer system improvement design and they were evaluated by staff. It is recommended by staff to approve Ironside Engineering and Development, partly because they are more local to Snowflake than Woodson

***Motion by Johnson L, 2nd by Lewis, to approve design services for sewer system improvements as presented. Motion passed; unanimous with Johnson C absent***

**I. WIFA GRANT AGREEMENT**

The AZ state legislature has passed senate bill 1823 which provides funding for communities to hire legal counsel to defend their water rights. The Town of Snowflake has been awarded \$294,300 in grant funds through the Water Infrastructure Finance Authority (WIFA).

***Motion by Ballard, 2nd by Perkins, to approve WIFA grant agreement. Motion passed; unanimous with Johnson C absent***

**J. PROPOSED CHANGE TO PERSONNEL POLICY MANUAL**

Brian presented the item; we felt like we needed to make a change to be able to better incentivize employees to work for funerals on the weekend.

***Motion by Perkins, 2nd by Flake, to approve proposed change to Personnel Policy Manual as presented. Motion passed; unanimous with Johnson C absent***

**7. EXECUTIVE SESSION PURSUANT TO ARS 38-431.03A1**

**A. TOWN MANAGER EMPLOYMENT AGREEMENT**

***Motion by Flake, 2nd by Johnson L, to move into executive session. Motion passed; unanimous with Johnson C absent***

***Motion by Lewis, 2nd by Flake, to return to regular session. Motion passed; unanimous with Johnson C absent***

**8. POST EXECUTIVE SESSION**

**A. TOWN MANAGER EMPLOYMENT AGREEMENT**

Perkins- think Brian has done a great job and would like him to continue to work for the town with the stipulations of the new contract.

Brimhall- agree

Johnson- Brian wears two hats, he does a good job with so much

***Motion by Perkins, 2nd by Flake, to approve the Town Manager Employment Agreement. Motion passed; unanimous with Johnson C absent***

**9. COUNCIL MEMBER REPORTS**

Brimhall- golf course looks good, appreciate the work out there

Lewis- pray for Ukraine; Redrock broadband is going well, hopefully it will make an impact on our economy

Flake- congrats to boys and girls basketball on good seasons as well as wrestling

Perkins- work on the pool is exciting

Ballard- we need someone from the council to be on NACOG; Senior Center van needed new tires and Snowflake Tire donated tires for it, thank you to them.

**10. MANAGER'S REPORT**

Brian updated on Capital projects, Fire Station/Football Field flooding is pretty well done but need to finish the retention basin/dog park; started bike park today; started digging out the creek at the bridge, making lots of improvement; work is moving on the pool, but it is slow with supply chain issues; trail between Snowflake and Taylor is in the works

**11. ADJOURNMENT 8:47**