

**SUMMARIZED MINUTES OF THE TOWN OF COLORADO CITY COUNCIL
MEETING HELD MONDAY, OCTOBER 18, 2021, AT 25 SOUTH CENTRAL STREET,
COLORADO CITY, ARIZONA**

Meeting was called to order at 6:05 p.m. by Mayor Joseph Allred.

Roll call showed present: Mayor Joseph Allred and Councilmembers Alma Hammon, Joanne Shapley, Donald Richter, Thomas Holm, Jeffery Jessop, and Nathan Burnham.

MINUTES

The minutes of the September 13, 2021 meeting and executive session were presented. There were some grammatical corrections noted.

Motion was made by Nathan Burnham to approve the corrected minutes of the September 13, 2021 regular meeting and executive session. There was a second from Jeffrey Jessop, and all voted in favor.

PUBLIC COMMENT/INFORMATIONAL SUMMARIES

There were no comments from the public at this meeting.

**MOTION FOR EXECUTIVE SESSION TO BE HELD MONDAY, NOVEMBER 15, 2021
AT 5:30 P.M. FOR DISCUSSION AND CONSULTATION WITH LEGAL COUNSEL FOR
LEGAL ADVICE IN ACCORDANCE WITH ARS 38-431.03.**

Alma Hammon made a motion to set an executive session in advance to discuss pending or contemplated litigation, claims and demands to be held Monday November 15, 2021, at 5:30 p.m. in Accordance with ARS 38-431.03(A)(3)(4) for discussion and consultation with legal counsel for legal advice and/or for negotiations. The motion was seconded by Joanne Shapley and passed unanimously.

PENDING OR CONTEMPLATED LITIGATION, CLAIMS AND DEMANDS

None

DEPARTMENT REPORTS

Building

Building Official Andrew Barlow gave an update on the building permits and also reported that he is nearly ready to launch the online encroachment permit module which will streamline that process.

He reported that he has been informed by ADOH that the Environmental Review for the SSP application is too old and will need to be redone. That process is underway.

Airport

LaDell Bistline Jr. announced that he will be resigning from his position as Airport Manager.

There were a few questions from the Council regarding who will replace him. That process will need to be worked through, and there will be further discussion later in the meeting.

LaDell reported that September traffic increased a little due to an increase in instructional traffic, giving the airport an estimated 420 operations. Traffic included a Falcon 900EX landing on October 1st from Phoenix. The ACIP was accepted by ADOT and it included the taxiway. He gave an update on our Airport Master Plan and a brief update on the fencing project. The fencing project is now underway.

Marshal

Marshal Radley was excused. It was noted that his written report was included in the council packet.

Town Manager Vance Barlow reported that On November 15th, Arizona Attorney General Mark Brnovich is planning to visit the community.

He also said that one of the new police vehicles has arrived, but there has been some difficulty in getting the other trucks due to supply chain problems in the market.

Public Works

Public Works Manager John Barlow reported that the department has finished the Garden Avenue chip seal project. The Uzona paving project is completed. He also reported that the crew had repaired an irrigation water leak on Utah Avenue, and we will bill the irrigation district.

He reported that Rick and John went to the Streets and Roads conference in Tucson, and the new mini track hoe and track skid steer are here now. He reported on the recent snowstorm and the damage to trees and power lines.

There were a few concepts presented to the Council to improve handicap accommodations at some of the community parks.

Utilities

Hildale City Manager Eric Duthie gave an extensive report on the Utility Department operations from an administrative standpoint. There was extensive discussion, and many questions were asked by the Council.

Weston Barlow, Utility Operations Manager, gave a brief update on the water treatment plant rehab. He noted that the west side of the plant was completed and in operation. They were scoping and scheduling for the rehab on the east side.

Administration

Town Manager Vance Barlow said during the past month he has been working on updates to the Development Standards to remove duplication & conflict with the Zoning Code.

He also reported that staff was currently coordinating the annual court-ordered Fair Housing Training & Policy Training and was trying to get both trainings on the same day.

Vance has received a communication from South Central Communications that they are planning to proceed with phase 2 & 3 of their fiber project starting in January 2022.

He also reviewed the potential reduction in revenue that the Town was facing due to a lower-than-expected 2020 Census count. He was estimating about a 16% reduction in general fund revenues.

Vance also reported on a meeting he and the Mayor had with a representative from the Uzona Chamber of Commerce. They discussed the possibility of the Town designating the Chamber as a Destination Marketing Organization (DMO) for the Town.

CONSIDER RENEWAL OF POLICE PROFESSIONAL LIABILITY INSURANCE

Town Manager Vance Barlow presented the police liability insurance renewal options. He reported that the proposal is to renew with the existing carrier. The coverages remain the same with a premium of \$30,012, which is an eight dollar increase over the expiring policy.

There was a motion from Donald Richter to approve renewal of the Police Professional Liability Insurance. This was seconded by Nathan Burnham. All voted in favor.

APPROVE THE NOTICE TO PROCEED TO TAYLOR MADE FENCING, LLC FOR COLORADO CITY MUNICIPAL AIRPORT WILDLIFE PERIMETER FENCE CONSTRUCTION, SCHEDULE 1 ONLY

Airport Manager LaDell Bistline presented the notice to proceed for the Airport Wildlife Deterrent Fence Phase 1. It was noted that after the NTP is signed, the contractor will have 90 days to complete the project. It was noted that the contractor expects to be completed before Christmas.

There was a motion made by Nathan Burnham to approve the Notice to Proceed to Taylor Made Fencing, LLC for the Colorado City Municipal Airport Wildlife Perimeter Fence Construction, Schedule 1 only. The motion was seconded by Joanne Shapley, and all were in favor.

CONSIDER APPROVAL OF THE ONE ARIZONA DISTRIBUTION OF OPIOID SETTLEMENT FUNDS AGREEMENT

Town Manager Vance Barlow presented the One Arizona Distribution of Opioid Settlement Funds Agreement. It was reported that the agreement was materially the same as the One AZ Opioid MOU with the State of Arizona which the Council had approved in November 2020.

It was clarified that we do not know when these funds will be forthcoming or how much the Town will receive, but by signing the agreement it preserves our right to the funds when they become available.

A motion was made by Alma Hammon to approve signing the One Arizona Distribution of Opioid Settlement Funds Agreement and seconded by Nathan Burnham. All voted in favor.

CONSIDER APPOINTING SIGNATURE AUTHORITY FOR THE NATIONAL OPIOID SETTLEMENT CLEARINGHOUSE(S)

Town Manager Vance Barlow reported that legal counsel has recommended that the Governing Body make a formal appointment of the person who will be responsible for signing the documents from the settlement clearinghouse(s) on behalf of the Town.

It was noted that as the settlement comes closer to completion there will be other documents that will come directly from the settlement clearinghouse(s) that will need Governing Body consideration and action. These will be studied and brought to the Council as they become available.

A motion to delegate Vance Barlow, Town Manager, to sign documents in the National Opioid Settlement Clearinghouse(s) in behalf of the Town of Colorado City was made by Jeffrey Jessop. A second was made by Thomas Holm and all were in favor.

AUTHORIZE APPLICATION FOR FAA GRANT FOR CONSTRUCTING PARALLEL TAXIWAY (DESIGN) – PHASE 1

Airport Manager LaDell Bistline reported that the Federal Aviation Administration (FAA) has extended an option for grant funding to construct the taxiways on runway 11-29, which is the long east-west runway. It was noted that the grant for this cycle will be for design only in the amount of \$500,000.

There was some discussion, and it was clarified that the construction would then be completed in phases depending on the amount of grant funding available and the Town's ability to provide matching funds. It was noted that the Town has spent many years working to get the additional land in place to make it possible for the taxiways to be installed, and that getting the taxiways installed will greatly increase the safety and functionality of the airport.

There was a motion by Jeffrey Jessop to approve the application for FAA grant funding for Constructing a Parallel Taxiway (Design)—Phase 1. There was a second by Thomas Holm. All voted in favor.

CONSIDER AUTHORIZING AN INTERIM AIRPORT MAINTENANCE CONTRACT WITH LADELL BISTLINE SR

Town Manager Vance Barlow reported that Airport Manager LaDell Bistline Jr. has given notice of his intention to resign as airport manager and move on to other things. Maintaining and operating the airport is critical to the Town. Vance is requesting authorization to negotiate an interim maintenance contract with LaDell Bistline Sr. while some long terms decisions are made on airport functions.

It was also reported that there is currently a Fixed Based Operator (FBO) agreement with Escalade Air (LaDell Bistline Jr.) that provides for fueling and other airport services to pilots.

This agreement will need to be addressed, and Escalade Air will need to notify the Town how or if they plan to continue services, or if we will need to negotiate an FBO agreement with another provider.

Vance noted that he has discussed this with LaDell Sr. and he is very willing to take on the airport maintenance and work out some long-term solutions. LaDell Bistline Sr. was present and indicated his willingness to take on the airport operations.

Motion was made by Donald Richter to authorize the Town Manager to negotiate an interim airport maintenance agreement with LaDell Bistline Sr., followed by a second by Nathan Burnham. All voted in favor.

CONSIDER RESOLUTION UPDATING THE TOWN OF COLORADO CITY RISK MANAGEMENT ACCOUNT

Town Manager Vance Barlow gave a brief update on the establishment of the Town's Risk Management Fund. He noted that when the fund was set up, the council established that the account was only to be used for payments for litigation, claims and demands, unless an exception was granted by vote of the Town Council. In 2017, these terms were updated to include other risk management costs. The requirement was maintained that any other expenditures from the fund must be approved by the Town Council.

Town Manager Vance Barlow requested the Town Council to consider allowing use of the funds for limited internal financing from time to time while maintaining the integrity of the fund balance. He proposed that any items approved for financing with this mechanism would be on a maximum three-year payback with interest at current market rates for municipal leases (minimum 2.99%). The internal loans would be repaid from general funds, HURF funds, or other funding sources, and Council action would be required for each time the fund is used. Vance recommended that we maintain a minimum fund balance of \$800,000 dollars.

The importance of maintaining the integrity of this fund was stressed, and it was noted that it is funded in part by contributions from the enterprise funds. It is critical to maintaining the risk mitigation functions of the Town.

A motion was made by Nathan Burnham to approve Resolution 2021-15 Updating the Town of Colorado City Risk Management Account. There was a second by Joanne Shapley, and all were in favor.

BUDGET REPORT AND ORDER TO PAY DUE CLAIMS

The Council reviewed the budget report and a detailed report of the due claims.

Motion was made by Nathan Burnham to pay the due claims as they become due and as funds become available. It was seconded by Joanne Shapley, and all voted in favor.

COUNCIL COMMENTS

There were no comments from The Council.

Meeting adjourned at 8:25 p.m.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Town Council of Colorado City held on the 18th day of October 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 15th day of November 2021.



Town Clerk

