



**MEETING MINUTES FOR THE REGULAR MEETING & PUBLIC HEARING
OF THE THATCHER TOWN COUNCIL
AUGUST 21, 2023**

Councilmembers present: Mayor Bryce, Vice Mayor Howard, Councilwoman Smith, Councilman Welker, Councilman Vining, Councilman Carlton, Councilman McEuen

Staff present: Town Manager Heath Brown, Town Attorney Matt Clifford, Police Chief Shaffen Woods, Fire Chief Steve Curtis, Town Engineer Tom Palmer, Deputy Town Clerk Annie Reidhead, Procurement Officer Gary Allred, Finance Intern Brooklyn Angle

Visitors: County Supervisor John Howard, David Bell (EA Courier), Vaughn Grant

Welcome and Call Meeting to Order at 6:30 p.m. by Mayor Bryce and he stated that this is a public meeting of the Thatcher Town Council. He stated that we do have a quorum.

Pledge of Allegiance led by Mayor Bryce.

AGENDA

1. PUBLIC HEARING:

Vaughn Grant, a board member of the Gila Valley Samaritan Home addressed the Council. The Gila Valley Samaritan Home started their efforts 6 years ago and have received their 501-C3. The home was donated, and they have received a \$250,000 grant for initial funding. The facility is a daytime center for homeless individuals that includes a kitchen, bathrooms, and washer/dryer access. The facility will be open Monday to Friday, 10:00 a.m. to 5:00 p.m... They have formed an agreement with Community Partnership of Arizona, who is part of HUD, that will allow them to a case manager on hand to access individual needs for permanent housing. Mr. Grant announced that they will be officially opening their doors on September 12th. The City of Safford is on board for \$5,000 to \$6,000 per year to cover utility costs. They are reaching out to the Town of Thatcher and Town of Pima for the same commitment.

2. OPEN CALL TO THE PUBLIC: None

3. PUBLIC APPEARANCES: None

4. CONSENT AGENDA: Action Item

- A. Approve Minutes of the July 17, 2023, Regular Council Meeting.
- B. Planning and Zoning Monthly Report.
- C. Police Monthly Report.
- D. Approval of Invoices.
- E. Financial Reports.

Councilmember Smith made a motion to approve the Consent Agenda and seconded by Vice Mayor Howard. Motion carried unanimously.

5. OLD BUSINESS: None

6. NEW BUSINESS: Discussion, consideration, and possible action

A. Engineering Services for Electric Sub-Station Design, T&D Services, \$219,675.00

Mr. Brown referred to the proposals from T&D Services and Power Engineers included in the council packet that have been provided by the COOP for the sub station reconstruction. The COOP is spear heading the reconstruction and would like to begin the engineering phase ASAP. They attempted to get three bids on the engineering services but were only able to receive two. Staff recommends the approval of the T&D Services proposal for the engineering.

Councilmember Carlton made a motion to approve Engineering Services for the Electric Sub-Station Design to T&D Services in the amount of \$219,675.00 and seconded by Councilmember Smith. Motion carried unanimously.

- B. Engineering Services for 8th Street Reconstruction Project, EPS Group
 Mr. Brown indicated that we have already received the \$4,526,400 million grant funds for the 8th Street Improvement project. He informed the Council that we will be able to invest the funds with Moreton Investment and should earn at least \$200,000 before the funds are spent on the project. He stated that five Request for Qualifications were received for On Call Engineering Services and were narrowed down to two. The two included Bowman Engineering from Safford, AZ and EPS Group from Mesa, AZ. Both firms were interviewed, and both have been put on the list for services with no financial project in line.
 Mr. Brown and Mr. Palmer agreed that EPS Group is a better fit for the project due to their experience and requested a fee proposal. The budget for the engineering services was estimated at \$600,000 and the original proposal came in at \$466,000. Mr. Brown and Mr. Palmer reviewed the original proposal with EPS Group and the second bid came in at \$399,639.37.
 Mr. Brown stated that Bowman Engineering has asked permission from the Town to prepare grant applications for the Smart Grants Program that would then be shovel ready when the contract was received.

Vice Mayor Howard made a motion to approve the Engineering Services for 8th Street Improvement Project with EPS Group in the amount of \$399,639.37 and seconded by Councilmember Smith. Motion carried unanimously.

- C. Purchase of Sub-Station Transformer, Pralar, \$692,420.00
 Mr. Brown discussed the bids from Pralar, Western United Electric Supply, and WEG Transformers for the Sub-Station transformer provided by the COOP. The three bids were included in the council packet. Mr. Brown stated that this is the most expensive component for the Sub-Station and there is a 2-year manufacturing and delivery time. The COOP would like to begin the purchase of the transformer for it to arrive when the engineering phase is complete. There is a required initial 30% deposit and then there will be two or three progress payments. Staff are recommending the approval of the full amount of the transformer and that the funds be moved from the Electric contingency.

Councilmember McEuen made a motion to approve the purchase of the Sub-Station Transformer from Pralar in the amount of \$692,420.00 with funds from the Electric contingency and seconded by Vice Mayor Howard. Motion carried unanimously.

- D. Sewer Main CCTV & Cleaning Contract Extension, BCAC Underground, \$62,038.00
 Mr. Brown stated that this will be the fourth year that staff have recommended BCAC Underground for the sewer main cleaning. BCAC has agreed to extend their contract for another year at the same rate. This item has been budgeted for \$60,000 and the bid came in at \$62,038. Mr. Palmer stated that after this year Quail Ridge will be the only area remaining for the cleaning.

Councilmember Carlton made a motion to approve BCAC Underground Contract Extension in the amount of \$62,038 for the Sewer Main CCTV & Cleaning and seconded by Councilmember Smith. Motion carried unanimously.

- E. Town of Thatcher Fee Schedule - Revision
 Mr. Brown referred to the Summary of the Proposed Fee Changes included in the council packet.

| PROPOSED CHANGES FOR SCHEDULE OF FEES AND CHARGES | | |
|--|-------------------------------|---|
| <u>ADMINISTRATION</u> | <u>CURRENT</u> | <u>PROPOSED CHANGE</u> |
| PAPER COPIES | .10 cents per page | .20 cents per page |
| FAX TRANSMISSION/RECEIVE | .10 cents per page | .20 cents per page |
| NOTARY SERVICES | Free of charge | \$5.00 (Free of charge for Thatcher residents) |
| PUBLIC RECORDS REQUEST | Not listed | \$5.00 for the first 10 pages, .10 cents per each additional page |
| <u>POLICE DEPARTMENT</u> | <u>CURRENT</u> | <u>PROPOSED CHANGE</u> |
| POLICE REPORTS | \$5.00 | \$5.00 for the first 10 pages, .10 cents per each additional page |
| FINGERPRINTING | Free of charge | \$10 (Free of charge for Thatcher residents) |
| VIDEO RECORDINGS | Not listed | \$25.00 for first 30 minutes and \$25.00 each 30 minutes thereafter, this fee will be in addition to the delivery method fee of email \$9.00, flash drive \$20.00 |
| PUBLIC RECORDS REQUEST | Not listed | \$5.00 for the first 10 pages, .10 cents per each additional page |
| EMAIL OF RECORDS | Not listed | \$9.00 (5 MB limit) |
| FLASH DRIVE WITH RECORDS | Not listed | \$20.00 (16 GB limit) |
| VEHICLE IMPOUND FEE | \$10.00 | \$15.00 per day plus tow fees |
| <u>PLANNING AND ZONING</u> | <u>CURRENT</u> | <u>PROPOSED CHANGE</u> |
| SUBDIVISION PELIMINARY PLAT | \$300.00 plus \$2.00 per lot | \$300.00 plus \$10.00 per lot |
| 0 – 100 lots | \$300.00 plus \$2.00 per lot | \$300.00 plus \$10.00 per lot |
| 101 Lots and Over | \$3.00 per lot with a minimum | \$300.00 plus \$25.00 per lot charge of \$100.00 |
| SUBDIVISION FINAL PLAT | \$15.00 per copy | \$25.00 per copy (available online) |
| PLANNING & ZONING ORDINANCE | <u>CURRENT</u> | <u>PROPOSED CHANGE</u> |
| ELECTRIC | \$80.00 per residential | \$100.00 per residential service |
| DEPOSIT FEES FOR NEW SERVICE | | |

Councilmember Vining made a motion to approve the revised Town of Thatcher Fee Schedule and seconded by Councilmember Welker. Motion carried unanimously.

7. INFORMATIONAL ITEMS:

A. Town Manager's Report

- **PUBLIC WORKS DEPARTMENT**
Reay Lane: Material was added and then bladed to assist with the pavement edge drop off.
Ball Park: Mesquite trees have been planted around the concession stand to create a shaded seating area and shading for the A/C unit that has been added to the concession stand. It will assist with the 4th of July program.
Recreation Complex: Conduit has been arranged and the bases poured for the pathway lighting. We are waiting for the rest of the components.
Driveways: Crews built driveways at Empire and Lance Layton's new business.
La Casita: Crews added plants, boulders, and decorative rock to provide landscaping and control parking.
8th Street Improvement Project:
Geotech processed soil samples and we assisted with traffic control.
Moody Street: Crews aided with a water leak and patched the road.
Town Yard: Annual clean up around the shop and yard has been completed.
- **PERSONNEL UPDATE**
We have hired Douglas Baker as a Part Time Electrician Aide.
Reo Evans our Electric Foreman has given his two weeks' notice.
- **US 70 BEAUTIFICATION GRANT**
E.A. Glass was awarded \$14,000 and Ferrin's Auto Collision was awarded \$6,000. Before and after photos were presented of the two awardees projects.
- **8TH STREET WIDENING GRANT**
Discussed under New Business Item B
- **ON-CALL ENGINEERING SERVICES – GRANT PURSUAL**
Discussed under New Business Item B
- **GRANT OPPORTUNITIES**
We have been awarded \$200,000 from United Way for the soccer field lighting.
We have an interview set up on August 31st with FMI for the grant application we submitted for the soccer field lighting.
We have applied for the Diamondbacks "D-backs Give Back" Youth Baseball Fund for the construction of a new baseball field at the Platt property.
- **FINANCIAL SUMMARY**
Refer to the summary included in the council packet.
- **UPCOMING PROJECTS**
Reay Lane: Manholes
Church Street: Sewer tap for Russell house
Daley's: Concrete structure for the storm water
Allred Lane: To include curb and sidewalk.
Porter Lane: To include a structure for the canal.
8th Street: Includes extending the box structure for the canal, burying the power before construction starts, and stub for street lighting.
Recreation Complex: Complete the pathway lighting, add pickleball courts, construct gazebos.
Shop: Cover was budgeted and has been ordered
Red Lamp: Power relocation, redo 3rd Avenue
- **POLICE DEPARTMENT**
Chief Woods stated they hosted a Breacher Training at the old Dorothy Stinson School that included City of Safford officers. He stated that Thatcher Middle School will be having Emergency Response Day next week that our officers will take part in. The new laptops for the patrol cars and half of the new radios have been delivered that we purchased under the DEMA Grant. Chief Woods discussed the recent pursuits that have taken place and the dangers of them.
Mr. Brown recognized Chief Woods and Detective Carter for their efforts with a recent child drowning.

- FIRE DEPARTMENT
Chief Curtis had no comment.

B. Council Reports

Arizona Leagues of Cities and Towns Annual Conference will be next week from Tuesday, August 29th to Friday, September 1st.

Work Session has been scheduled for Monday, October 30th, at 6:00 p.m.

8. FUTURE AGENDA ITEMS & POTENTIAL QUORUM'S:

9. ADJOURNMENT

Mayor Bryce made a motion to adjourn the meeting at 7:43 p.m. and was seconded by Councilmember Welker. Motion carried unanimously.

APPROVED:

Heath Brown, Town Manager

Randy Bryce, Mayor

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 the Town of Thatcher held on this 21st day of August. I further certify that the meeting was duly called and held and that a quorum was present.

Annie Reidhead, Deputy Clerk