



**MEETING MINUTES FOR THE REGULAR MEETING & PUBLIC HEARING
OF THE THATCHER TOWN COUNCIL
MARCH 18, 2024**

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

Councilmembers absent: Councilman Carlton

Staff present: Town Manager Heath Brown, Town Attorney Matt Clifford, Town Engineer Tom Palmer, Police Chief Glen Orr, Deputy Town Clerk Annie Reidhead, Procurement Officer Gary Allred, Assistant Fire Chief Josh Curtis

Staff Absent: Fire Chief Steve Curtis

Visitors: County Supervisor John Howard, David Bell, Josh Curtis, Detective Becky Thatcher, Bob Rivera, Denise Benton, Amanda Patterson, Lee Patterson

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 Councilmember Welker.

AGENDA

1. **PUBLIC HEARING:** None

2. **OPEN CALL TO THE PUBLIC:** None

3. **PUBLIC APPEARANCES:**

A. United Way Grant Presentation – Police Incinerator

Bob Rivera, Denise Benton, and Amanda Patterson from United Way presented the Town with a check in the amount of \$140,193 for the purchase of an incinerator for the Police Department. Mayor Bryce, Chief Orr, and Detective Thatcher accepted the check on behalf of the Town. Detective Thatcher wrote the grant that was submitted to United Way. Detective Thatcher explained the incinerator is going to help Greenlee and Graham counties to get rid of illegal drugs, prescription drugs, needles, documents.

4. **CONSENT AGENDA:** Action Item

- A. Approve Minutes of the February 26, 2024, 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:**

A. Equipment Needs – Curbing Machine vs Crack Sealing Machine

Mr. Brown stated that in last month's Council Meeting there was a discussion about using the \$75,000 budgeted amount for a crack sealing machine for a refurbished curbing machine. The consensus among the Council was to allow the Town's crew to demonstrate and test the refurbished curbing machine that was located. The Town's Shop Manager and members of the Street Crew went and inspected, demonstrated, and tested the machine and were not impressed. The machine required \$39,000 for replacement parts and had various issues while it was being demonstrated. The Town's employees also had an opportunity to inspect and test a newer refurbished curbing machine on this same trip. This machine was valued at \$260,000. For these reasons, Mr. Brown proposed that staff revert to using the \$75,000 towards a crack sealing machine and budget for a curbing machine next fiscal year.

Councilmember Welker made a motion to revert to using the \$75,000 to purchase a Crack Sealing Machine and budget to purchase a Curbing Machine next fiscal year and seconded by Councilmember Smith. Motion carried unanimously.

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

A. Report on 2022-23 Annual Audit

Brian Hemmerle with Baker Tilly introduced himself to the Council via Zoom. Baker Tilly was chosen to audit the Town's Annual Financial Statement for fiscal year 2022/2023. Mr. Hemmerle presented a PowerPoint presentation on reporting and insights. He stated that there were two audit findings, Capital Assets and Departmental Budgets. There was a significant deficiency found with Capital Assets due to no formal procedures in place to thoroughly review the listing of the Town. There was noncompliance found with the Departmental Budgets due to actual expenditures exceeding budgeted expenditures in all departments. Mr. Hemmerle made the recommendations for these two findings. He also noted that Colby & Powell performed audit consulting services for the Town throughout the audit. There was no non-compliance with laws and regulations during the audit and there were not any instances of known or suspected fraud during the audit.

B. CDBG Project Selection

Mr. Brown stated that in January's Council meeting there were 11 suggestions for using the \$290,000 CDBG funds. He then presented a map to the Council that outlined the non-location and location of sidewalks around the school areas. The existing sidewalks are in bad shape. Staff proposes that the CDBG funds are used to add ADA accessible sidewalk routes to the school areas. Mr. Brown stated that contractors are currently bidding out sidewalks at approximately \$25 per square foot. With the CDBG funds available that would allow for approximately 4 blocks of sidewalks. Mr. Brown also proposed a second option be ADA accessibility for parks in the case that the first option is not approved by the State. Mr. Palmer suggested that the project be submitted on the resolution state "Safe Sidewalks for Schools".

C. RESOLUTION NO. 714-2024 - A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF THATCHER, GRAHAM COUNTY, ARIZONA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE FY 2024/25 STATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION.

Vice Mayor Howard made a motion to approve Resolution No. 714-2024 for "Safe Sidewalks to Schools" with an alternative for "ADA Improvements to Parks" and seconded by Councilmember Smith. Motion carried unanimously.

D. ADOT IGA for Union Canal Multi-Use Path

Mr. Brown stated that this IGA is to begin the design work for the Union Canal Multi-Use Path. He expressed that this agreement is the necessary step between ADOT and the Town to follow federal guidelines and policies. Mr. Palmer stated that this IGA is for an approximate amount of \$150,000.

Vice Mayor Howard made a motion to enter the ADOT IGA for Union Canal Multi-Use Path and seconded by Councilmember Smith. Motion carried unanimously.

E. Contract Award for Street Preservation Project

Mr. Brown presented the bid summary for the Street Preservation Project that included:

CKC Materials	\$860,819.62
Sunland Asphalt	\$997,277.00
ISX	\$1,118,063.00

This project includes milling, and placement of approximately 4,280 tons of asphalt on local streets. Mr. Brown presented maps to the Council of the locations of the streets.

Councilmember McEuen made a motion to approve the contract award for the Street Preservation Project to CKC Materials in the amount of \$860,819.62 with a 20% contingency if needed for additional work and seconded by Vice Mayor Howard. Motion carried unanimously.

F. Contract Award for Soccer Field Lighting

Mr. Brown presented the bid summary for the Soccer Field Lighting Project that included:

Sellers & Sons Inc.	\$410,725.70
Pointe Companies Inc.	\$533,447.15
Kimbrell Electric Inc.	\$723,489.00

This project includes providing all materials and installing field lighting at the Thatcher Recreation Complex Sports Fields.

Councilmember Welker made a motion to approve the contract award for the Soccer Field Lighting Project to Seller & Sons Inc. in the amount of \$410,725.70 and seconded by Councilmember Smith. Motion carried unanimously.

G. RESOLUTION NO. 713-2024 – A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF THATCHER, GRAHAM COUNTY, ARIZONA, DESIGNATING THE ELECTION DATE AND PURPOSE OF ELECTION; DESIGNATING THE DEADLINE DATE FOR VOTER REGISTRATION.

Mr. Brown stated that this resolution is inline with the election process and is required to announce the election and voting dates for the election.

Vice Mayor Howard made a motion to approve Resolution No. 713-2024 and seconded by Councilmember Smith. Motion carried unanimously.

H. Allred Lane – No Parking Designation

Mr. Brown discussed the parking issues that were brought to the Council in “Open Call to the Public” in last month’s Council Meeting. The issue of parking on both sides of the road, concerns of parking on the west side of the road, and employees of the businesses parking on the road. Staff recommend placing “No Parking” signs on the west side of the road. This type of designation requires approval from the Council. Councilmember Smith suggested staff alert the businesses that the signs will be placed.

Councilmember Welker made a motion to instruct staff to place “No Parking” signs on the west side of Allred Lane, from Church Street to Householders and seconded by Vice Mayor Howard. Motion carried unanimously.

I. 20th Avenue HSIP Safety Project

Mr. Brown stated that SEAGO has hired a consultant to identify projects that will qualify for the “Highway Safety Improvement Project” funds. These projects are required to be in the SEAGO region and evaluated based on cost to benefit ratio. SEAGO has identified the area from 20th Avenue to 8th Street as a qualifying project due to the accidents where it would be 94.3% funded and the Town would have to match the remaining 5.7%. The project would possibly include raised medians between Walmart and Home Depot, signage, speed radar signs, street lighting, and improved striping. The Council raised the concern of sharing this area with the City of Safford. Mr. Brown stated that the City of Safford enforces this area, and the Town of Thatcher maintains the area. Mr. Palmer stated that he has been in discussions with Lance Henrie, City of Safford’s Public Works Director/Assistant City Engineer. He said that Mr. Henrie will be discussing this with the City of Safford’s Council.

J. Glen Orr – Police Chief Contract

Mr. Brown presented the Employee Agreement for Police Chief Glen Orr to the Council. He stated that it includes a severance package. Vice Mayor Howard asked to revisit “Exhibit B” that included “Leave Time Days per the Term: 180”. She questioned if the “Days” should be “Hours”.

Councilmember Vining made a motion to approve the Police Chief Employee Agreement for Glen Orr with an amendment to change the 180 Leave Time Days to 180 Leave Time Hours and seconded by Councilmember Welker. Motion carried unanimously.

7. INFORMATIONAL ITEMS:

A. Town Manager’s Report

- Public Works Department
 - Allred Lane* – Construction is moving forward and going well.
 - Cemetery* – Crews have started cleaning up the graves that have not been attended to. There have been cables with locks put in place to stop overflow parking. Keys will be issued to the funeral homes.
 - Town Shop Lighting* – Several years ago LED lighting was ordered for the shop and installation is almost complete.
 - Streetlights* – Police Officers helped us to identify streetlights that are not functioning, and we have started replacing them.

- Budget Workshop Date – April 1, 2024, 6:00 p.m.
Started to identify items for the agenda. Send your items within the next week.
- Accessory Dwelling Unit Code Revision
P&Z Workshop Meeting scheduled for March 26 and the Accessory Dwelling Unit Code Revision. Phoenix and Tucson have adopted this code already.
- EAC – Cosmetology Building / College Avenue Collaboration
EAC has approached us to partner with them on this project to improve College Avenue. The college would provide the materials and the Town would provide the laborer. A list of current projects with timeframes was provided and reviewed by the Council. Staff is considering overtime work on Fridays to get more of the work accomplished.
- 8th Street Construction Update
Submitted information to the railroad. The City of Safford would like to replace the water line there. A hundred percent of the plans are due within the next couple of weeks.
- FINANCIAL SUMMARY

GENERAL FUND		SEWER FUND		ELECTRIC FUND	
TOWN TAXES	\$358,420	SEWER REVENUE	\$37,536	ELECTRIC REVENUE	\$332,338
SHARED REVENUE	\$238,158	SEWER EXPENDITURES	\$25,219	ELECTRIC EXPENDITURE	\$212,743
OTHER REVENUES	\$113,840	SEWER NET	\$12,316	ELECTRIC NET	\$119,595
TOTAL REVENUE	\$710,418	SANITATION FUND			
TOTAL EXPENDITURES	\$504,027	SANITATION REVENUE	\$33,160		
GENERAL FUND NET	\$206,391	SANITATION EXPENDITURE	\$24,295		
		SANITATION NET	\$8,865		

- POLICE DEPARTMENT
Chief Orr thanked the Council for the opportunity to work for the Town of Thatcher. Today was his first day on the job.
- FIRE DEPARTMENT
Assistant Chief Josh Curtis reported on behalf of Chief Steve Curtis absence. He stated that the department has added 2 large eagle decals to 2 of the fire trucks. One large American flag was added to another truck. These will be a good addition to the trucks for send-offs and parades.

B. Council Reports

8. FUTURE AGENDA ITEMS & POTENTIAL QUORUM'S

9. ADJOURNMENT

Mayor Bryce adjourned the meeting at 8:08 p.m.

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 18th day of March. I further certify that the meeting was duly called and held and that a quorum was present.

Annie Reidhead, Deputy Clerk