

**MINUTES OF THE REGULAR MEETING  
OF THE HONORABLE TOWN COUNCIL  
OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA,  
HELD ON THURSDAY, JANUARY 3, 2019  
IN THE TOWN COUNCIL CHAMBERS LOCATED AT  
325 W. WHITE MOUNTAIN BOULEVARD, LAKESIDE, AZ 85929**

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**A. Call to Order**

Mayor Irwin called the meeting to order at 6:00 p.m.

➤ **Roll Call**

The following Council Members were present:

Stephanie Irwin	Mayor	
Jerry Smith	Vice Mayor	
Kathy Dahnk	Council Member	
James Snitzer	Council Member	
Carla Bowen	Council Member	
Mazie Hastings	Council Member	<i>Participated telephonically</i>
Lynn Krigbaum	Council Member	

Also Present:

Keith Johnson	Town Manager
Kevin Rodolph	Finance Director
Remilie Miller	Town Clerk
Cody Blake	Community Development Director
Tony Alba	Community Services Manager
Mary French-Jones	Contract Grant Administrator

➤ **Pledge of Allegiance and Invocation**

Mayor Irwin led the Pledge of Allegiance to the Flag.

Town Manager Johnson delivered the invocation

**B. Call to the Public**

Mayor Irwin called for public comments. There were no comments offered from the public.

Mayor Irwin thanked the Town Public Works Department Snow Plow Crews (days and night shift) that worked so hard in the last few days removing snow to clear the roads. She then recognized the night shift snow plow crews present tonight Dustin Whipple, Glenn Miller and James Serrano.

Council Member Krigbaum conveyed that this is the first year she observed the snow plow crews so quickly clear the residential areas in order for the mail to get delivered on time. She acknowledged that the Public Works Crews has done an amazing job.

**C. Consent Agenda**

Mayor Irwin announced consideration of the Consent Agenda and explained that all items listed would be acted upon by a single vote of the Council, unless a member of the Council asked that specific items be removed from the Consent Agenda, discussed and voted upon separately.

Vice Mayor Smith moved for passage of the Consent Agenda. Council Member Dahnk seconded the motion and by show of hands the following vote was recorded:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Mayor Irwin		
Vice Mayor Smith		
Council Member Dahnk		
Council Member Snitzer		
Council Member Bowen		
Council Member Hastings		
Council Member Krigbaum		

Mayor Irwin then declared that all consent agenda items in these minutes were approved, passed and adopted with a 7-0 vote.



**C.7                    Accepting of the Minutes of the Planning & Zoning  
                            Commission Regular Meeting held on October 25, 2018**

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By a unanimous vote under the Consent Agenda, Town Council accepted the minutes of the Planning & Zoning Commission Regular meeting held on October 25, 2018.

**C.8                    Approval of the Town Check Register  
                            for the Period November 1 through 30, 2018**

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By a unanimous vote under the Consent Agenda, Council approved the Town check register for the period November 1 through 30, 2018.

**D.      Business Before the Council**

Mayor Irwin announced that Public Comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by Staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

**D.1                    Presentation from White Mountain Nature Center**

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John Jarchow, representative of White Mountain Nature Center shared that at their Board meeting held on December 10, 2018, they approved the purchase of a 2.5 acre property immediately adjacent on the south side of the existing White Mountain Nature Center property. That will bring the total Nature Center site to 15 acres; five of which is owned, five under purchase agreements and five leased from the Town. There are adjacent tracts owned by the Town and the forest Service including Mountain Meadow Recreation Complex, Big Springs, and Woodland Lake Park, which are utilized by the Nature Center in conducting their programs.

Mr. Jarchow reported that in addition to several small storage structures and a substantial raptor rehabilitation facility, the site will now host three major buildings totaling over 16,000 square feet. There are hard-surfaced outdoor areas and substantial open space for flexible uses like parking and hosting outdoor events.

Further, Mr. Jarchow shared the history of White Mountain Nature Center, their programs, community partnerships and shared resources provided to the community through the use of their building.

Mr. Jarchow offered to the Town Council the future plan of the Nature Center Board Members and through the presentation of a graphic map location of the White Mountain Nature Center Campus which depicts the opportunity for a “Combined Festival Site” that would allow interim vehicular access, future pedestrian-only walkway to Mountain Meadow Recreation Complex and the ultimate vehicular access to parking at the north end of Mountain Meadow Recreation Complex.

He said the Nature Center can offer a possibility of shared events that can accommodate parking of over 200 vehicles during big events. This would benefit both the Nature Center and the Town. He expressed that the Nature Center would like collaboration with the Town for future events.

Additionally, Mr. Jarchow announced one of the key things that the Nature Center really feels good about is the “Summer Camp – Discovery Learning Theme.” This is a partnership with the town and would like to expand on this by catering to younger children and adults.

### DISCUSSION

In response to Vice Mayor Smith, Mr. Jarchow conveyed that the combined 2-parcels will be the proposed area for combined festival sites. Mr. Jarchow briefly mentioned the irrigation pond that will be relocated or built; there was also talk about redoing the wetland area, and the potential for a permanent lagoon. He said there is a good amount of thinking ahead, depending on future discussion with the Town.

Further, Mr. Jarchow addressed possible usage of the 10,000 square foot; he said the facility can be utilized as interim in-door sports, such as soccer. He also mentioned it does not have to be in place today, the Nature Center would like the Town Council to be aware of future opportunities.

Council Member Snitzer acknowledges the incredible opportunities and future partnerships that will be really good for the Town.

Mayor Irwin expressed amazement of the White Mountain Nature Center’s vision.

The Town Council thanked Mr. Jarchow for his presentation.

D.2

**Consider Updating and Approving the  
List of Council Committee Assignments for 2019**

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Mayor Irwin conveyed that the current list of Council Committee Assignment last updated in June 21, 2018. She stated that it is appropriate to review the list at this time since there are two new council members; additionally, it will help determine if council is interested in switching assignments based on their interest.

Council reviewed and discussed each item and it was the consensus of the Town Council to reflect the following changes with the Council Committee Assignments:

**Advertising and Promotion Committee**

Meets 3<sup>rd</sup> Wednesday each month, 9:00 a.m. at the Town Council Chambers  
POC: Tony Alba (928) 368-8696 Ext. 240

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| 1. Kathy Dahnk   |
| 2. Lynn Krigbaum |

**Municipal Property Corporation**

One Annual Meeting per year in November at the  
Town Council Executive Room  
POC: Larry Vicario (928) 367-3337

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| 1. Jerry Smith (Voting Member) |
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**Public Safety Personnel Retirement System Pinetop-Lakeside Local Board**

Meets 2 times Annually at the Police Department Training Room  
POC: Linda Walker (928) 368-8803

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| 1. Stephanie Irwin (Voting Member) |
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**Mayor’s Youth Advisory Council (MYAC)**

Meets 2<sup>nd</sup> Thursday each month, 7:00 a.m. at the Town Council Executive Room  
POC: Malaina Spillman (928) 368-6700

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| 1. Stephanie Irwin                                    |
| 2. Jerry Smith ( <i>in the absence of the Mayor</i> ) |

**Senior Citizens**

Meets 2<sup>nd</sup> Tuesday each month, 12:30 p.m. at the Senior Center  
(928) 368-5869

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| 1. Jerry Smith    |
| 2. Mazie Hastings |

**Audit Committee**

Meets as needed

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| 1. Jerry Smith |
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**Humane Society of the White Mountains**

Meets 3<sup>rd</sup> Wednesday each month, 6:00 p.m. at 3212 N. Porter Mountain Rd.  
POC: Deena Pace (928) 368-5295

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|-------------------|
| 1. Mazie Hastings |
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**Little Colorado RC&D / SLCWEP**

Meets 2<sup>nd</sup> Tuesday of the month (April through October),  
1:00 p.m. at Town Council Executive Room  
POC: David Newlin (928) 322-6146

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| 1. James Snitzer |
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**TRACKS**

Meets the Thursday before the 2<sup>nd</sup> Saturday each month,  
1:00 p.m. at the Nature Center  
(928) 368-6732

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| 1. James Snitzer |
| 2. Lynn Krigbaum |

**Natural Resources Working Group**

Meets 3<sup>rd</sup> Tuesday each month, 10:00 a.m. - location varies  
POC: Jason Whiting (928) 524-4043 and Pascal Berlioux (928) 637-3037

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| 1. Lynn Krigbaum |
| 2. Carla Bowen   |

**White Mountain Wildlife & Nature Center**

Meets 2<sup>nd</sup> Monday each month, 5:00 p.m. at the Nature Center  
POC: Diana Butler (928) 205-8722

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| 1. Kathy Dahnk   |
| 2. James Snitzer |

**Pinetop-Lakeside Historical Society**

Meets 2<sup>nd</sup> Wednesday of the month (April through October),  
5:30 p.m. at the Lakeside Fire Department  
POC: Georgia Dysterheft (928) 368-5008

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| 1. Mazie Hastings |
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**Blue Ridge School Board**

Meets 1<sup>st</sup> Tuesday each month (or as scheduled),  
6:00 p.m. at the Blue Ridge Board Room

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| 1. Carla Bowen |
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**Northern Arizona Council of Governments (NACOG)**

1175 W. Route 66 – Flagstaff, AZ  
(928) 774-1895

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|-------------------------------------|
| 1. Stephanie Irwin (Primary Member) |
| 2. Jerry Smith (Alternate Member)   |

**Transit Advisory / Regional Transportation**

Meets 3<sup>rd</sup> Thursday bi-monthly at various locations

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|--------------------------------|
| 1. Jerry Smith (Voting Member) |
| 2. Stephanie Irwin (Alternate) |

**Pinetop-Lakeside Chamber of Commerce**

Meets 4<sup>th</sup> Wednesday each month, 5:00 p.m. at the Chamber Office  
POC: Mechelle Martinez (928) 367-4290

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| 1. James Snitzer |
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*Note: Council requested for Town Staff to determine if the Chamber of Commerce would allow Town Council member's attendance in their Board meetings.*

**Four Forest Restoration Initiative (4FRI)**

Meets 4<sup>th</sup> Wednesday each month - location varies  
POC: Allison Jourden

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| 1. Lynn Krigbaum |
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**Forest Health Committee**

Meet as needed at Pinetop Fire Department  
POC: Fire Chief Jim Morgan and Cody Blake, Community Development Director

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| 1. Lynn Krigbaum |
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**Apache and Navajo Counties Mayors and Councilmembers Association**  
 Luncheon Meeting are scheduled on the 3<sup>rd</sup> Thursday of the month (quarterly),  
 hosting Town varies  
 POC: Remilie Miller (928) 368-8696

1. Mayor Stephanie Irwin (Voting Member)
2. Vice Mayor Jerry Smith
3. Council Member Kathy Dahnk
4. Council Member James Snitzer
5. Council Member Carla Bowen
6. Council Member Mazie Hastings
7. Council Member Lynn Krigbaum

D.3

**Resolution No. 19-1486**

**Intergovernmental Agreement (IGA) with Blue Ridge Unified  
 School District No. 32 for Joint Use of Facilities and Equipment**

Staff recommends authorizing a resolution to enter into an Intergovernmental Agreement (IGA) between Blue Ridge Unified School District No. 32 and the Town of Pinetop-Lakeside for shared use of facilities/equipment and as-needed infrastructure upgrades/modifications.

The Town and BRUSD first adopted and formalized the shared use of facilities/equipment and as-needed infrastructure upgrades and modifications in February 2015. Prior to this formal document, arrangements were made on an as-needed basis. Both parties are agreeable to this formal concept.

The Town of Pinetop-Lakeside (Town) and Blue Ridge Unified School District No. 32 (BRUSD) routinely share facilities, equipment and upgrade and/or modify infrastructure, the Intergovernmental Agreement (IGA) recognizes and formalizes this arrangement. The IGA will remain in effect through December 31, 2019 and will automatically renew for four (4) one-year periods unless terminated, canceled or extended as others provided.

Council Member Dahnk moved for passage of Resolution No. 19-1486, authorizing execution of the shared use of facilities/equipment and as-needed infrastructure upgrades/modifications Intergovernmental Agreement (IGA) between Blue Ridge Unified School District No. 32 and the Town of Pinetop-Lakeside

Council Member Bowen seconded the motion and by show of hands the following vote was recorded:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Mayor Irwin		
Vice Mayor Smith		
Council Member Dahnk		
Council Member Snitzer		
Council Member Bowen		
Council Member Hastings		
Council Member Krigbaum		

Mayor Irwin then declared Resolution No. 19-1846 passed and adopted.

D.4

**Resolution No. 19-1487**  
**Accept Dedication of Johnson Drive from the**  
**Blue Ridge Unified School District No. 32**

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Staff recommends passage of resolution agreeing to accept the dedication of Johnson Drive from the Blue Ridge Unified School District No. 32, in return for the Town of Pinetop-Lakeside agreement to assume responsibility for rehabilitation, maintenance, and snow plowing.

Acceptance of the District’s dedication is considered formality and complements past Town Council and District intentions.

Agreeing to accept the dedication of Johnson Drive from Blue Ridge Unified School District No. 32, in return for the Town’s Agreement to assume responsibility for rehabilitation, maintenance, snow plowing, etc. of Johnson Drive.

Council Member Dahnk moved for passage of Resolution No. 19-1487, agreeing to accept the dedication of Johnson Drive from Blue Ridge Unified School District #32, in return for the Town’s Agreement to assume responsibility for rehabilitation, maintenance, snow plowing, etc. of Johnson Drive; and to authorize the Mayor and/or designee to execute the documents.

Council Member Snitzer seconded the motion and by show of hands the following vote was recorded:

<u>AYES</u>	<u>ABSTAIN</u>	<u>NAYS</u>
Mayor Irwin		
Vice Mayor Smith		
Council Member Dahnk		
Council Member Snitzer		
Council Member Bowen		
Council Member Hastings		
Council Member Krigbaum		

Mayor Irwin then declared Resolution No. 19-1846 passed and adopted.

**E. Adjournment**

There being no further business at this time, the meeting was adjourned at approximately 6:45 p.m.

*Stephanie Irwin*  
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 Stephanie Irwin  
 Mayor

ATTEST:

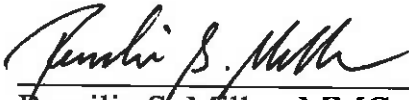
*Remilie S. Miller*  
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 Remilie Miller, MMC  
 Town Clerk



**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 Town of Pinetop-Lakeside, Arizona, held on the 3<sup>rd</sup> day of January, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 17<sup>th</sup> day of January, 2019

  
Remilie S. Miller, MMC  
Town Clerk

