

**MINUTES OF THE REGULAR MEETING
OF THE TOWN COUNCIL OF THE
TOWN OF CHINO VALLEY**

TUESDAY, NOVEMBER 12, 2024

6:00 PM

**COUNCIL CHAMBERS | 202 N. STATE ROUTE 89 | CHINO VALLEY,
ARIZONA 86323**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

Vice-Mayor Armstrong called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Present: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

Absent:

Staff Present: Acting Town Manager Terri Denemy, Town Attorney Andrew McGuire - remote, Officer Tanner Ludwig (Sgt. at Arms), Human Resources Director Laura Kyriakakis, Finance Director Katie Pehl, Public Works Director/Town Engineer Frank Marbury, Economic Development Manager Maggie Holmberg, IT Support Technician Sandra Santos, Audio Visual Technician Nicholas Harwick, Deputy Town Clerk Sara Burchill, Town Clerk Erin N. Deskins

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a. Presentation of Proclamation declaring November 30, 2024, as Small Business Saturday.

Vice-Mayor Armstrong read and presented the proclamation.

3. CALL TO THE PUBLIC - Individuals requesting to speak, please complete a Speaker Comment Card and return to the Clerk.

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council that is not on the agenda. Public comment is at the discretion of the Council and not required by law. Individuals are limited to speak for three (3) minutes, yielding of time will not be permitted. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism. Disrespectful behavior will not be tolerated; this includes loud outbursts, profanity, and disruptive discussions among our audience.

4. CURRENT EVENT SUMMARIES AND REPORTS

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a. Status reports by Mayor and Council regarding current events.

Vice-Mayor Armstrong presented the following:

- He attended the dedication of Ehrenberg Road as a historic location off Williamson Valley Road. The County was looking for more historic locations to be dedicated.

Mayor Miller presented the following:

- This was the only meeting in November, the next meeting would be on December 10th.
- The Town would be hosting a Christmas parade on December 6 from Heritage Middle School to Memory Park (The same route as Territorial Days).

- b. Status report by Acting Town Manager Terri Denemy regarding Town accomplishments, and current or upcoming projects.

Terri Denemy, Acting Town Manager, presented the following:

- The Town was still accepting applications for parade participants. Contact Community Services for more information.
- The Senior Center Café was close to move in. Renovations were in the last stage and they would be moving in to be open for Thanksgiving. The Senior Center was looking for volunteers to help serve.
- There were two road improvements in this year's plan and staff had hoped to get them in the works before the weather changed, but weather changed too quickly and was no longer favorable to paving projects. Public Works and the contractors decided it was in Town's best interest to hold off until spring.

5. CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

Staff requested to remove item 5(a) from the Consent Agenda.

- a. Consideration and possible action to approve Resolution 2024-1275 regarding regional water solutions engagement with neighboring entities.

Mark Holmes, Town Water Consultant, presented the following:

- Councilmember McCafferty pointed out a couple changes that should be made to the Resolution.

- Presented an amended version of the Resolution.

Council and staff discussed the following:

- Councilmember McCafferty inquired what would come of this resolution.
 - Staff stated that the Town Manager would coordinate with Mr. Holmes for the Resolution to be sent to the local municipalities. Gary Beverly would also be offering his services to the local municipalities to give the presentation that the Council received.

MOVED by Councilmember Eric Granillo, seconded by Mayor Jack Miller to approve Resolution 2024-1275 with the amendments presented by staff.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

6. ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive sessions.

- a. Consideration and possible action to approve the First Amendment to the License and Concession Agreement with Compass Training Center AZ regarding adding three action bays to the Chino Valley Shooting Facility.

Recommended Action: Approve the First Amendment to the License and Concession Agreement with Compass Training Center AZ.

Terri Denemy, Town Manager, presented the following:

- Gave a brief background on the agreement between the Town and Compass Training Center.
- Many of the grants the center was applying for needed longer terms and was the reason for the amendment to the agreement.
- Benefits for expansion included:
 - Potential for more matches to be held including national and international competitions.
 - More room for instruction rentals.
 - Overflow for public shooting.

MOVED by Councilmember Annie Perkins, seconded by Councilmember Sherri Phillips to approve the First Amendment to the License and Concession Agreement with Compass Training Center AZ.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

- b. Consideration and possible action to approve a Professional Services Agreement with Montgomery & Associates for a wellhead capture and protection study for an amount not to exceed \$25,000.

Recommended Action: Approve the Professional Services Agreement with Montgomery & Associates for a wellhead capture and protection study for an amount not to exceed \$25,000.

Mark Holmes, Town Water Consultant, presented the following:

- Gave a brief review on the current permit renewal for the Town's underground storage facility.
- Staff asked to include a well capture and wellhead protection plan.
- This information would help staff to know what lands contribute to the wellhead. It would also look for contamination risk, look at remediation efforts, etc.
- Montgomery & Associates stated that the report could be delivered within two months. If this was a standalone project it would cost \$25,000 to \$75,000 more than this proposed amount.

Council and staff discussed the following:

- Councilmember McCafferty inquired if staff had modeling for the existing well.
 - Staff stated they had no modeling showing where the water was flowing. Staff could speculate, but did not know how wide or how far or how long the water took to travel.
- Councilmember McCafferty inquired if Montgomery & Associates was doing a further expansive model for the Prescott AMA, or was it just sporadic.
 - Staff stated that they would be looking at the entire Prescott AMA groundwater model to look at the single permit area within Old Home Manor. State required looking at the amount of water being recharged and also looking for potential land harm outside the boundaries.
- Councilmember McCafferty inquired if they would be looking at well recharge flows to see if the recharge actually went to the Town's well.
 - Staff stated they would be looking at where water was being recharged, where there were deficits, where the well was pumping, etc.

MOVED by Councilmember Eric Granillo, seconded by Mayor Jack Miller to approve the Professional Services Agreement with Montgomery & Associates for a wellhead capture and protection study for an amount not to exceed \$25,000.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri

Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

- c. Consideration and possible action to adopt Ordinance No. 2024-948 authorizing the acquisition of certain real property for use as a municipal cemetery.

Recommended Action: Approve Ordinance No. 2024-948.

Terri Denemy, Town Manager, presented the following:

- This item was brought to Council earlier in the year regarding acquisition of the cemetery.
- Mayor Miller was very involved in the Town acquiring the cemetery, and staff wanted to make sure this would be accomplished during his time on the Council even if they had to tie up a few administrative details later. It would be coming back to Council for further action
- Gave a brief history and overview of the cemetery.
- Staff was requesting authorization to move forward with the acquisition of the land. Staff would then present the official purchase documents and adopt the Town Code and cemetery rules and regulations.

MOVED by Mayor Jack Miller, seconded by Councilmember John McCafferty to approve Ordinance 2024-948 authorizing the acquisition of certain real property for use as a municipal cemetery.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

- d. Consideration and possible action to approve the Town Manager Employment Agreement with Terri Denemy.

Recommended Action: Approve the Town Manager Employment Agreement with Terri Denemy.

This item was heard before item 6a, but retained here for consistency.

Laura Kyriakakis, Human Resources Director, presented the following:

- The Town Council had agreed in early September to move forward with an internal recruitment process.
- On October 29th the Council conducted an interview and began contract negotiations.
- Council was presented with the final Town Manager Agreement with Terri Denemy

for review and approval.

MOVED by Councilmember Annie Perkins, seconded by Councilmember John McCafferty to approve the Town Manager Employment Agreement with Terri Denemy.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed - Unanimously

Ms. Denemy thanked Council for the opportunity and confidence in her. She also thanked staff for their support.

7. ADJOURNMENT

Terri Denemy, Town Manager, stated that two councilmembers would be leaving after this meeting. As her last official action Councilmember Perkins asked to adjourn the meeting.

MOVED by Councilmember Annie Perkins, seconded by Councilmember Eric Granillo to adjourn the meeting at 6:26 p.m.

AYE: Mayor Jack Miller, Vice-Mayor Tom Armstrong, Councilmember Annie Perkins, Councilmember Eric Granillo, Councilmember John McCafferty, Councilmember Sherri Phillips, Councilmember Robert Schacherer

NAY: None

7 - 0 Passed – Unanimously

Jack W. Miller, Mayor

ATTEST:



Erin N. Deskins

Erin N. Deskins, 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 the Town of Chino Valley, Arizona held on the 12th day of November, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10th day of December, 2024.

Erin N. Deskins

Erin N. Deskins, Town Clerk