



**OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND THE  
BOARD OF DIRECTORS OF THE COCONINO COUNTY LIBRARY DISTRICT AND  
COCONINO COUNTY JAIL DISTRICT**

**REGULAR SESSION MINUTES**

**March 1, 2022**

**10:00 a.m. – Regular Session**

*(Consent, Action, business items were conducted at this time)*

**followed by Discussion Items**

**1:15 p.m. – Discussion and Possible Action Items continued**

**Present:** Chair Patrice Horstman, Vice Chair Jeronimo Vasquez, Supervisor Lena Fowler, Supervisor Judy Begay and Supervisor Matt Ryan were present virtually via Zoom meeting technology.

**Also Present:** County Manager Steve Peru, Deputy County Manager Lucinda Andreani, Deputy County Manager Sue Brown, Public Affairs Director Trey Williams, Deputy County Attorney Rose Winkeler, Clerk of the Board Lindsay Daley were present virtually via Zoom meeting technology.

Chair Horstman called the meeting to order at 10:05 a.m. and led the pledge of allegiance.

**Call to the Public:**

There were no comments from the public for items not on the agenda.

**Board of Supervisors Consent Agenda:**

**Motion:** Accept the consent agenda, items 1 through 11, **Action:** approve, **Moved by:** Vice Chair Jeronimo Vasquez. **Seconded by:** Supervisor Judy Begay.

**There was discussion on the motion.**

Supervisor Ryan spoke about the importance of items 4 and 11 and thanked Corey Ringenberg and Michele Axlund for the work they did facilitating same.

**Chair Horstman called for the question; the motion passed unanimously.**

1. Consideration and possible action to ratify and/or approve warrants, electronic fund transfers, and other payments as listed on the agenda. An itemized list of the below-numbered claims is filed in the official records of the Coconino County Board of Supervisors.

<u>Run Date</u>	<u>Warrant Numbers</u>	<u>Computer Register Totals</u>
02/17/2022	EFT – 14427 – 14487	\$1,706,374.33
02/17/2022	Check – 92203506 – 92203588	\$321,868.81

2. Consideration and possible action to approve the appointment of Nicole Honanie to serve as Limited Appointment Deputy Clerk of the Board to accept legal service on behalf of the County in the Clerk's absence. **Board of Supervisors**
3. Consideration and possible action to approve an extension of an existing contract with The Justice Management Institute to extend administrative and technical services for the Coconino County Criminal Justice Coordinating Council (CJCC), with the cost of an additional \$41,355 upon completion of the amended term of the agreement. **County Manager**
4. Consideration and possible action to approve a Fiscal Year 2022 (FY22) mid-year budget amendment and transfer from General Fund to the Williams Constable fund in the amount of \$1,700 for operational expenses. **Courts**
5. Consideration and possible action to approve Resolution 2022-06, designating the Polling Places and Vote Centers to be used for the May 17, 2022 Special Election. **Elections**
6. Consideration and possible action to approve Resolution 2022-07, approving the appointment of Election Poll Workers for the May 17, 2022, Special Election. **Elections**
7. Consideration and possible action to approve an Independent Contractor Agreement with Runbeck Elections Services, under the Strategic Alliance for Volume Expenditure Intergovernmental Agreement, with Coconino County Elections, for the period of one year to provide ballot printing and mailing services for Coconino County. **Elections**
8. Consideration and possible action to approve Polling Place Agreements between Coconino County and various agencies for facilities used as polling locations for the three 2022 **Elections**.

9. Consideration and possible action to approve a five-year License Agreement in an amount not to exceed \$350,519.56, by and between Cypress Flagstaff Mall LP as Licensor and Coconino County as Licensee, to use and operate the premises of A08 of the Flagstaff Mall located at 4650 N. Highway 89, Flagstaff, AZ, starting March 1, 2022 through June 30, 2027, and recurring costs for phone, internet, and daily custodial services are estimated at \$2,410.00 monthly. **Facilities**
10. Consideration and possible action to approve Resolution 2022-05, approving an extension of the Declaration of Rabies Quarantine originally approved on November 02, 2021 through February 2, 2022, to be extended through June 30, 2022. **Health and Human Services**
11. Consideration and possible action to approve Resolution 2022-08, approving an Intergovernmental Agreement with the City of Williams for ten years to use the Williams Senior Center to provide senior nutrition, and social service programs. **Health and Human Services**

**Discussion Items:**

**Motion:** Resolve as the Library District Board of Directors, **Action:** approve, **Moved by:** Supervisor Judy Begay, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

12. Presentation and discussion regarding the Flagstaff City - Coconino County Public Library's general update and plan to replace the BookMobile with Library Vending Machines and new opportunities for libraries. **County Manager**

County Manager Peru introduced Flagstaff Public Library Director Jared Tolman and noted that the purpose of the update is to review work that is done throughout the Library District.

Jared Tolman provided a presentation that provided background on the BookMobile and the various reasons (specifically operational costs) that the Library District would like to replace the BookMobile with library vending machines. He highlighted various new opportunities for libraries around the County.

Library Director Tolman answered questions asked by individual Board members regarding replacement of books in the vending machines, fuel costs of the sprinter van versus the BookMobile, the continued operation of libraries, possible use of ARPA funds, quality of service and input from county libraries after this information was provided to them.

Individual Board members provided feedback on the information presented.

County Manager Peru noted staff will work with Director Tolman regarding a possible intergovernmental agreement for the possible use of ARPA funds.

**Motion:** Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Jeronimo Vasquez, **Seconded by:** Director Judy Begay. The motion passed unanimously.

Chair Horstman noted the Board would continue with discussion items after a quick break, beginning with agenda item 16. She called for a break at 11:23 a.m. and reconvened open session at 11:32 a.m., moving to address item 16 on the agenda.

**Discussion and Possible Direction Items continued – 1:15 p.m.:**

Chair Horstman reconvened open session at 1:16 p.m.

**Discussion Item for Jail District Board of Directors:**

**Motion:** Resolve as the Jail District Board of Directors, **Action:** approve, **Moved by:** Supervisor Matt Ryan, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

13. Discussion regarding review of Jail Facilities, Operations and Inmate Programming. **Jail District**

Sheriff Jim Driscoll provided a presentation that described the Flagstaff Detention Facility and the Page Holding Facility and provided an overview of each facilities booking and population data, jail operations, essential services, inmate programs and challenges and highlights.

Sheriff Driscoll answered questions asked by individual Board members regarding the programs that were and were not provided during the COVID-19 pandemic, the estimated time to incrementally open the programs that were closed during the pandemic, the increase in the amount of time inmates stay in the jail, the jails policy related to accepting someone into the jail with a certain level of alcohol in their system until they are cleared by emergency release, COVID numbers in comparison to other jails in the state, services provided to the inmate and loss of staffing during the pandemic.

Deputy County Manager Lucinda Andreani outlined the next steps in moving forward with meetings and the process to be used for placing a Jail District Sales Tax Extension on the November ballot. She answered questions asked by individual Board members related to focus groups and stakeholder input.

**Motion:** Resolve as the Board of Supervisors, **Action:** approve, **Moved by:** Director Jeronimo Vasquez, **Seconded by:** Director Lena Fowler. The motion passed unanimously.

**Discussion Items continue:**

14. Presentation, discussion and update regarding the Coconino County Response to the COVID-19 pandemic, including testing, vaccine distribution. **Health and Human Services**

Health and Human Services Director Musselman provided an update on current COVID-19 testing data, vaccine operation locations and events and current status of home testing kit delivery and distribution. She displayed a video staff prepared with Supervisor Vasquez speaking as an influencer for vaccinations, she further spoke about social media efforts in outreach.

County Manager Peru and Deputy County Manager Sue Brown outlined changes in masking requirements due to Center for Disease Control recommendations.

Individual Board members provided feedback on the information presented.

15. Discussion, update and possible direction to staff regarding state and federal legislative priorities; legislative and administrative update. **Public Affairs**

Public Affairs Director Trey Williams provided a comprehensive update on current state and federal legislation and provided an overview of potential impacts.

Treasurer Sarah Benatar provided a brief update on measures being supported by the Arizona Association of Counties (AACo).

The Board provided feedback on the information presented.

16. Discussion, review and possible direction regarding the Board of Supervisors planning calendar. **County Manager**

*The Board addressed this item at 11:32 a.m.*

County Manager went over the Board's planning calendar so that the Board could review upcoming presentation/discussion items.

The Board provided feedback on the information presented.

*Chair Horstman noted the Board would move to address agenda item #18 at 11:47 a.m.*

17. Discussion and update from the County Manager regarding possible community, regional and/or administrative matters. **County Manager**

*The Board did not address this item.*

18. Roundtable: To be discussed. Pursuant to A.R.S. § 38-431.02(H), these matters will not be acted upon: Reports from Supervisors; updates on new projects, district budgets, requests for services and initiatives, updates from county staff:
  - District 2 – Supervisor Jeronimo Vasquez
  - District 3 – Supervisor Matt Ryan
  - District 4 – Supervisor Judy Begay
  - District 5 – Supervisor Lena Fowler
  - District 1 – Supervisor Patrice Horstman

- Chair's Report

*The Board addressed this item at 11:47 a.m.*

Individual Board members provided a brief update on current events, projects and meetings they've attended relative to their respective districts and committee appointments.

*Chair Horstman called for a break at 12:01 p.m. to allow time for a lunch break.*

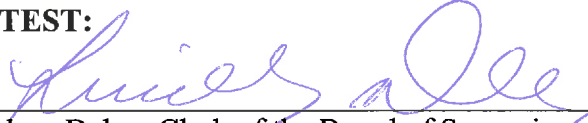
There being no further discussion, Chair Horstman adjourned the Special Session meeting at 4:41 p.m.

**COCONINO COUNTY BOARD OF SUPERVISORS**

(SEAL)



  
\_\_\_\_\_  
Patrice Horstman, Chair

**ATTEST:**  
  
\_\_\_\_\_  
Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 2/17/2022 as required by ARS-11-217.D

The minutes shall include all demands and warrants approved by the board in excess of one thousand dollars and multiple demands and warrants from a single supplier or individual under one thousand dollars whose cumulative total exceeds one thousand dollars in a single reporting period.

<b>Check</b>	<b>Vendor</b>	<b>Amount</b>
<a href="#">14427</a>	DALIA AMBRIZ	2,038.80
<a href="#">14428</a>	AMERIGAS PROPANE LP	3,489.21
<a href="#">14430</a>	AVERTEST, LLC	5,356.85
<a href="#">14432</a>	JONNA E BAKER	1,347.50
<a href="#">14436</a>	BURGESS & NIPLA INC	34,541.06
<a href="#">14437</a>	CIVILTEC ENGINEERING INC	1,232.91
<a href="#">14440</a>	COCONINO COUNTY	1,288.21
<a href="#">14444</a>	COCONINO COUNTY	1,033.13
<a href="#">14448</a>	CONSERVATION BY DESIGN	1,500.00
<a href="#">14450</a>	UNITED INFORMATION SERVICES, INC	2,399.85
<a href="#">14451</a>	FERRELLGAS LP	1,000.00
<a href="#">14452</a>	PSYCHEDEL-INK DREAMS INC	1,717.36
<a href="#">14458</a>	GOODMAN CONTRACTING INC	7,264.00
<a href="#">14461</a>	J BANICKI CONSTRUCTION INC	124,369.79
<a href="#">14462</a>	JE FULLER HYDROLOGY AND GEOMORPHOLOGY INC	150,270.99
<a href="#">14466</a>	NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST	924,649.67
<a href="#">14467</a>	NATURAL CHANNEL DESIGN INC	86,830.13
<a href="#">14468</a>	NAVAJO TRIBAL UTILITY AUTHORITY	3,600.00
<a href="#">14471</a>	PAGE UTILITY ENTERPRISES	1,200.00
<a href="#">14472</a>	PEAK ENGINEERING INC	39,715.23
<a href="#">14473</a>	PERFORMANCE STRATEGIES	2,498.73
<a href="#">14474</a>	PERSONNEL SAFETY ENTERPRISES/ZEE MEDICAL	1,192.87
<a href="#">14475</a>	PTS OF AMERICA LLC	5,250.00
<a href="#">14476</a>	PROFORCE MARKETING INC	1,391.57
<a href="#">14479</a>	SHAMROCK FOODS	3,745.13
<a href="#">14480</a>	SHI INTERNATIONAL CORPORATION	1,707.00
<a href="#">14483</a>	TURNER ENGINEERING INC	16,787.21
<a href="#">14484</a>	VANGUARD TRUCK HOLDINGS LLC	264,267.31
<a href="#">14485</a>	CAROLINE PILKINGTON	3,712.84
<a href="#">14486</a>	WCD ENTERPRISES LLC	1,125.00
<a href="#">92203506</a>	ALERTUS TECHNOLOGIES LLC	171,518.00
<a href="#">92203507</a>	ARIZONA PUBLIC SERVICE	7,512.75
<a href="#">92203510</a>	APS SERVICES INC SOURCECORP	6,707.46
<a href="#">92203519</a>	CITY OF FLAGSTAFF	2,691.94
<a href="#">92203521</a>	CITY OF WILLIAMS	1,200.00
<a href="#">92203524</a>	CODE 3 TECHNOLOGY LLC	1,961.48
<a href="#">92203525</a>	HOLLIS JEFFREY COKER	2,081.51
<a href="#">92203529</a>	FIRST CLASS ENTERPRISES LLC	2,026.62

<a href="#"><u>92203531</u></a>	FLAGSTAFF PUBLISHING COMPANY	2,500.00
<a href="#"><u>92203533</u></a>	FLAGSTAFF MEDICAL CENTER	10,193.75
<a href="#"><u>92203536</u></a>	HEINFELD, MEECH & CO, PC	4,620.00
<a href="#"><u>92203549</u></a>	MINNESOTA LIFE INSURANCE COMPANY	15,924.66
<a href="#"><u>92203552</u></a>	NORTHERN ARIZONA RADIOLOGY PC	1,972.60
<a href="#"><u>92203556</u></a>	PINE VIEW APARTMENT PARTNERS LLC	2,200.00
<a href="#"><u>92203557</u></a>	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	4,245.19
<a href="#"><u>92203559</u></a>	RHINEHART OIL CO LLC	2,655.93
<a href="#"><u>92203560</u></a>	JEFFREY J RICE	2,340.00
<a href="#"><u>92203563</u></a>	RUSH TRUCK CENTERS	1,397.57
<a href="#"><u>92203564</u></a>	SAN DIEGO POLICE EQUIPMENT COMPANY INC	4,113.94
<a href="#"><u>92203572</u></a>	CEQUEL COMMUNICATIONS LLC	3,505.26
<a href="#"><u>92203575</u></a>	THOMSON REUTERS-WEST PAYMENT CENTER	10,455.69
<a href="#"><u>92203576</u></a>	TIERRA RIGHT OF WAY SERVICES LTD	1,622.50
<a href="#"><u>92203577</u></a>	TIFFANY CONSTRUCTION COMPANY	7,422.99
<a href="#"><u>92203578</u></a>	TOWN OF FREDONIA	1,800.00
<a href="#"><u>92203580</u></a>	UNS GAS INC	6,004.35
<a href="#"><u>92203582</u></a>	VICTIM WITNESS SERVICES FOR COCONINO COUNTY	8,082.15
<a href="#"><u>92203583</u></a>	VISION SERVICE PLAN-CONNECTICUT	7,725.08
<a href="#"><u>92203584</u></a>	WASTEQUIP LLC	1,412.35
<a href="#"><u>92203588</u></a>	ERIN WIDMAN	9,500.00