



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

REGULAR SESSION MINUTES

June 14, 2022

4:00 p.m. Special Session
*(replaced the 6:00 p.m. Regular Session,
all consent and action items will take place during the 4:00 p.m. Special Session)*
~~6:00 p.m. — Regular Session Canceled~~

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

Absent/Excused: Supervisor Matt Ryan.

Also Present: County Manager Steve Peru, Deputy County Manager Andy Bertelsen, Public Deputy County Attorney Aaron Lumpkin, Deputy County Attorney Mark Byrnes, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber were present virtually via Zoom meeting technology.

Chair Horstman called the Special Session portion of the meeting to order at 4:06 p.m.

Call to the Public:

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

Proclamation:

1. Consideration and possible action to approve a proclamation designating June 20-24, 2022 as Cultural Diversity Week in Coconino County. **Human Resources**

Human Resources Director Erika Philpot introduced the proclamation, explaining that June 20th through June 24th is Cultural Diversity Week in the County and staff will be bringing back Diversity Day back on the Courthouse lawn on June 22nd.

Human Resources Analyst Carolyn Kidd played a video of Human Resources Specialist Angelica Abeita reading the proclamation into the record.

Individual Board members spoke about the importance of recognizing and celebrating diverse cultures and their values. They thanked staff for bringing the important proclamation to the Board.

Motion: Approve a proclamation designating June 20-24, 2022 as Cultural Diversity Week in Coconino County, **Action:** approve, **Moved by:** Supervisor Judy Begay, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

Human Resources Director Erika Philpot listed all the members of the County Diversity Team and highlighted upcoming events planned to celebrate Cultural Diversity Week.

Board of Supervisors Consent Agenda:

Motion: Approve Consent Agenda items 2 through 26, separating items 6 and 7, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Jeronimo Vasquez. The motion passed unanimously.

2. Consideration and possible action to approve the minutes from the Board of Supervisors' meetings conducted April 12, 2022, May 24, 2022 and May 27, 2022.
3. 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>
06/02/2022	EFT – 15625 – 15689	\$2,270,052.28
06/02/2022	Check – 92204892 – 92204970	\$1,685,605.98

4. Consideration and possible action to appoint Howard C. "Chuck" Johnson Owner/Principal of Johnson Appraisal Group, PLLC or a qualified designee by the principal to serve as the Hearing Officer for the Board of Equalization and Tax Appeal hearings, for a two-year term, at a rate of \$115 per hour with a four-hour minimum for hearings, \$25 per training hour not to exceed 24 hours, and travel per diem as allowed by the Government Accounting Office at the time of the hearings and training. **Board of Supervisors**
5. Consideration and possible action to approve a contract with the Arizona State Board of Equalization to provide hearing officer services in the event such services are needed and appoint an alternate hearing officer to conduct the Board of Equalization appeal hearings. **Board of Supervisors**

6. **Separated:** Consideration and possible action to approve a budget adjustment for FY22 in the amount of \$1,000 from the District 1 Community Initiative fund, to the Coconino County Public Affairs fund for expenses related to free movie events for the public where the County will have a table with information about County services. **Board of Supervisors**

Chair Horstman noted this is a contribution for expenses on free movie events on the square for the public from all over the County and visitors and it also allows the County to provide information to the public about services it provides.

Vice Chair Vasquez expressed his appreciation of the event because it allows the County the ability to provide messaging to the public; especially fire and flooding issues for the summer and in general the functions of the Board of Supervisors.

Chair Horstman stated she would entertain a motion to approve item #6, to approve a budget adjustment in the amount of \$1,000 from the District 1 CI funds, to the Coconino County Public Affairs fund for expenses related to free movie events for the public with the Flagstaff Downtown Business Alliance. Is there a motion?

Motion: So moved, **Action:** approve, **Moved by:** Supervisor Judy Begay, **Seconded by:** Vice Chair Jeronimo Vasquez. The motion passed unanimously. Supervisor Matt Ryan was absent, his vote is considered an abstention.

7. **Separated:** Consideration and possible action to approve a funding agreement with Housing Solutions of Northern Arizona, Inc. providing District 1 Community Initiative funds in the amount of \$3,500, District 2 Community Initiative Funds in the amount of \$2,000, District 3 Community Initiative funds in the amount of \$3,000, and District 4 Community Initiative funds in the amount of \$1,500, for a total amount of \$10,000, to Housing Solutions of Northern Arizona, Inc. for replacement of heating units in their Sharon Manor facility, which provides transitional housing services to households experiencing homelessness with a history of domestic violence. **Board of Supervisors**

Chair Horstman read the agenda item title into the record and stated Devonna McLaughlin with Housing Solutions of Northern Arizona was present and is a hero for all she does in the community.

Devonna McLaughlin highlighted the services provided by Sharon Manor and growth that has taken place since Housing Solutions began and the need for replacement of the heating units.

Individual Board members thanked Ms. McLaughlin for the work she does in the community.

Chair Horstman thanked the Board members for their contributions.

Chair Horstman stated she would entertain a motion to approve funding agreement with Housing Solutions of Northern Arizona as set forth in our agenda and setting for the various Districts and the amounts from the various Districts for Housing Solutions of Northern Arizona.

Vice Chair Vasquez made a motion to approve item #6, the funding of the total of \$10,000,

Chair Horstman noted the amount was \$7,000.

Vice Chair Vasquez stated excuse me, \$7,000 for Housing Solutions for Sharon Manor for the project renovations that are needed.

Supervisor Lena Fowler seconded the motion.

Chair Horstman stated on the record that we have a motion and a second to approve the contributions from Districts Community Initiative funds to Housing Solutions of Northern Arizona in the total amount of \$10,000 to be used for replacement of Heating Units in the Sharon Manor Facility.

The motion passed unanimously.

8. Consideration and possible action to approve an Agreement with Avertest, LLC, DBA Averhealth for urine and oral fluid testing for clients of the Adult Probation Department and the Coconino County Recovery Court for FY 2023 in an amount not to exceed \$200,000.00. **Adult Probation**
9. Consideration and possible action to approve Resolution 2022-27, designating the Polling Places and Vote Centers to be used for the August 2, 2022 Primary Election and the November 8, 2022 General Election. **Elections**
10. Consideration and Possible Action to approve the Resolution 2022-28, appointing Election Poll Workers for the August 2, 2022 Primary Election and the November 8, 2022 General Election. **Elections**
11. Consideration and possible action to approve an Intergovernmental agreement between the City of Sedona and Coconino County, to provide election services for the August 2, 2022 Primary Election. **Elections**
12. Consideration and possible action to approve an Intergovernmental agreement between the City of Page and Coconino County, to provide election services for the August 2, 2022 Primary Election. **Elections**
13. Consideration and possible action to approve an Intergovernmental agreement between the Town of Fredonia and Coconino County, to provide election services for the August 2, 2022 Primary Election. **Elections**

14. Consideration and possible action to approve an Intergovernmental agreement between the Town of Tusayan and Coconino County, to provide election services for the August 2, 2022 Primary Election. **Elections**
15. Consideration and possible action to approve an Intergovernmental agreement between the City of Williams and Coconino County, to provide election services for the August 2, 2022 Primary Election. **Elections**
16. Consideration and possible action to approve an Independent Contractor Agreement between Wildfire, formerly Arizona Community Action Association (Contract No. 07012022-23) and Coconino County Health and Human Services for FY23 for a budgeted amount of \$122,890. **Health and Human Services**
17. Consideration and possible action to approve a purchase order for Fiscal Year 23 with Health Choice under the K-12 School Reopening Grant, in an amount not to exceed \$207,148.60. **Health and Human Services**
18. Consideration and possible action to approve a purchase order with Shamrock Foods Company, utilizing Arizona State contract CTR043423, to provide food products and related kitchen supplies to the Flagstaff and Williams Senior Nutrition Programs for FY23, in the estimated amounts of \$100,000 for Flagstaff senior program and Williams for \$55,000. **Health and Human Services**
19. Consideration and possible action to approve a purchase order increase with Shamrock Foods Company, utilizing Arizona State contract CTR043423, to provide food products and related kitchen supplies to the Flagstaff and Williams Senior Nutrition Programs for FY22, in the estimated amounts of \$115,000 for Flagstaff (PO 22200206) senior program and Williams (PO 22200205) for \$50,000. **Health and Human Services**
20. Consideration and possible action to approve the Independent Contractor Agreement (ICA) between Coconino County and Premier Medical Group (PMG) for COVID-19 testing services throughout the County at an amount not to exceed \$684,940.00 or by February 28, 2023, or whichever comes first. **Health and Human Services**
21. Consideration and possible action to approve Independent Contractor Agreement Amendment 1, with Health Choice under the (K-12 School Reopening Grant), to extend the term of the contract to May 31, 2023. **Health and Human Services**
22. Consideration and possible action to approve the renewal of Splunk software, not to exceed a total cost of \$78,000 annually, with a three-year commitment ending 6/25/2025 and approval for staff to sign the agreement with HyeTech Network & Security Solutions, LLC under Arizona State contract CTR059868. **Information Technology**

23. Consideration and possible action to approve the Second Extension of the Indigent Criminal Defense Contract between Coconino County and the Law Office of Daniel B. Kaiser, P.C., and Antol & Sherman, P.C., for mandated legal services to indigent adults and juveniles, in the amount of \$42,500.00 for Fiscal Year 2023. **Legal Defender**
24. Consideration and possible action to approve a budget amendment in the amount of \$550,000 to the Tunnel Fire Emergency Events Fund – 1398 and transfer previously approved funding and expenditures into the Tunnel Fire Emergency Events Fund. **Public Works**
25. Consideration and possible action to approve a contract with The Clean Burn Company, “Tree disposal from Tunnel Fire, 2022”, in an amount not to exceed \$70,000.00 in support of the Tunnel Fire clean-up. **Public Works**
26. Consideration and possible action to approve a FY22 budget amendment to increase the Law Enforcement Step Pay Plan for a total of \$233,660. **Sheriff’s Office**

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

Jail District Consent Agenda:

Motion: Approve the Jail District Consent Agenda, **Action:** approve, **Moved by:** Supervisor Lena Fowler, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

27. Consideration and possible action to approve a FY22 budget amendment to increase the Law Enforcement Step Pay Plan for a total of \$356,044. **Jail District**
28. Consideration and possible action to approve a contract with CML Security, LLC, using the Maricopa County Contract Serial 190236 RFP Amendment 1, to provide an electronic door control security system at the Coconino County Detention Facility, in the amount of \$949,657.00. **Jail District**
29. Consideration and possible action to approve the independent contract renewal with The Food Exchange, LLC., to provide food service of frozen, dry and refrigerated foods at the Coconino County Detention Facility in the estimated amount of \$170,000 in FY23. **Jail District**
30. Consideration and possible action to approve a purchase order with Shamrock Foods Company utilizing Arizona State Contract CTR043531-1, to provide food products and some non- food items such as paper plates and food handlers gloves to the detention facility, in the estimated amount of \$235,000 in FY23. **Jail District**

31. Consideration and possible action to approve of the contract renewal with US Corrections, LLC to provide extradition services, in an estimated annual amount not to exceed \$185,000 in FY23. **Jail District**
32. Consideration and possible action to approve the Independent Contract renewal with Keefe Commissary Network, LLC to provide comprehensive inmate commissary and banking services to the Coconino County Flagstaff Detention Facilities in FY23 for the estimated revenue amount of \$100,000.00. **Jail District**
33. Consideration and possible action to approve the FY23 purchase order with Diamond Drugs, Inc. to provide prescription and over the counter medication to inmates of the Detention Facility in the estimated amount of \$230,000 utilizing the State of Minnesota Department of Administration Minnesota Multistate Contracting Alliance for Pharmacy Contract #MMS17017. **Jail District**
34. Consideration and possible action to approve Addendum 001 with AB Staffing Solutions, LLC to correct the rate sheet to the contract that was approved on May 3, 2022, to provide temporary, supplemental nurses for the Coconino County Adult Detention Facility in the estimated amount of \$1,500,000.00 in FY23. **Jail District**

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

Action Item:

- 34A. Consideration and possible action to approve Resolution 2022-33 declaring a local emergency due to the Pipeline and Haywire fires. **Board of Supervisors**

County Manager Peru noted the Board is asked to consider the resolution due to the Pipeline and Haywire fires. This is the first step in responding to local emergencies and will assist in requests for funding from the State.

Motion: Approve Resolution 2022-33 declaring a local emergency due to the Pipeline and Haywire fires, **Action:** approve, **Moved by:** Supervisor Jeronimo Vasquez, **Seconded by:** Supervisor Judy Begay. The motion passed unanimously.

Individual Board members thanked all involved in working on the fires.

County Manager Peru stated the Board will be holding a community meeting this evening at Sinagua Middle School at 6:00 p.m. that will be broadcast for the public, the public is welcome to attend in person and hear an update on the various responses to the Pipeline and Haywire fires.

Public Hearing:

35. Public Hearing, consideration and possible action regarding the proposed West Coconino Fire Rescue District. **Board of Supervisors**

Clerk of the Board Lindsay Daley explained the Applicant Robert Trotter submitted an Impact Statement on April 5, 2021 for the Proposed West Coconino Fire Rescue District, which the boundary is located in District 3 off Hwy 64.

The Board of Supervisors had a public hearing on May 11, 2021 regarding the proposed district and found that the creation of the district would promote public health, comfort, convenience, necessity or welfare and approved of the district impact statement and authorized the circulation of petitions for the creation of the district via Resolution 2021-18.

My Office sent Mr. Trotter a Letter of Determination, as required by statute, which set the clock for Mr. Trotter to circulate his petitions and submit them within one year from the date the Board approved of the circulation of petitions, which started May 11, 2021.

Per statute, the petitions must be “signed by owners of more than one-half of the taxable property units in the area of the proposed district and be signed by persons owning collectively more than one-half of the assessed valuation of the property in the area of the proposed district.” The proposed district includes a total of 515 parcels and the total net assessed valuation for those properties was \$2,949,484.

Chief Deputy Assessor Casey Dorman presented the findings made by the Assessor’s Office related to the submitted petitions; of the 515 units associated with the proposed district, 404 property owners were identified, with 101 signatures validated. She described the assessed value of the properties and percentage of validated signatures needed to proceed with the proposed district.

Upon inquiry from Chair Horstman, Ms. Dorman affirmed the petitions did not meet either of the statutory requirements to move forward with the Board’s consideration to approve the proposed district.

Applicant Robert Trotter thanked everyone for their help and stated the vacant lots in the area outnumber structured homes. There were too many out of area homeowners. He spoke about plans in moving forward expanded districts.

Chair Horstman opened the public hearing to receive public comment at 4:55 p.m.

Clerk Daley provided instructions to attendees on how to provide comment by clicking on the raise hand icon to speak or by pressing *9. She noted there was no one who indicated they would like to provide public comment.

Chair Horstman closed the public hearing at 4:56 p.m.

Vice Chair Vasquez stated he knows there isn’t enough percentage to form the district but how close was it to reaching the threshold?

Ms. Dorman stated it was quite a bit off, they only reached 27% of the minimum signature requirements and 34% of the assessed property valuation, which needed to be slightly over half, so 51%.

Individual Board members thanked Mr. Trotter and the community for their vision to form the district to protect the community, especially in light of the current fires on the West side.

Chair Horstman stated for the record the Board has heard from the Deputy County Attorney, the Assessor's Office and the applicant and have been informed that the proposed district has not met the statutory requirement and does not contain the required petitions as necessary to form the district.

Chair Horstman stated she would entertain a motion to deny the proposed West Coconino Fire Rescue District for failure to meet the statutory requirements.

No one having moved the make a motion, Chair Patrice Horstman stated she will make that motion and asked for a Second to the motion?

Vice Chair Vasquez seconded the motion.

Chair Horstman called for the question; the motion passed unanimously. Supervisor Ryan was absent, his vote being considered an abstention.

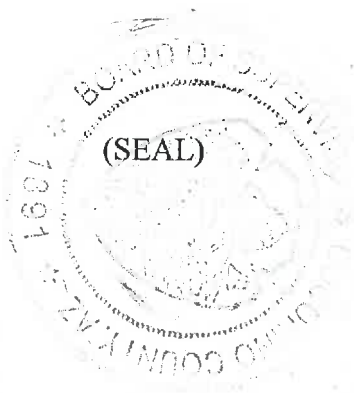
Discussion Item:

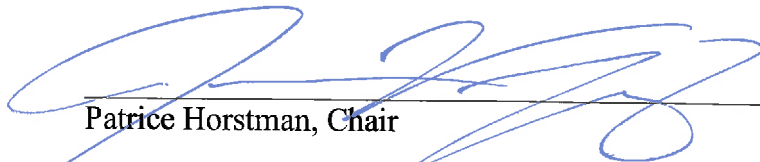
- 35A. Update, discussion and possible direction regarding the Pipeline and Haywire Fires in the Greater Flagstaff Area, including updates from different agencies involved regarding fire conditions and evacuation status. **Emergency Management**

The Board did not address this item due to the time. County Manager Peru invited any members of the public interested in hearing an update regarding the Pipeline and Haywire Fires to attend a community meeting at Sinagua Middle School at 6:00 p.m. tonight.

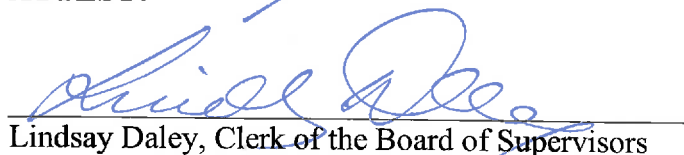
There being no further discussion, Chair Horstman adjourned the meeting at 5:03 p.m.

COCONINO COUNTY BOARD OF SUPERVISORS




Patrice Horstman, Chair

ATTEST:


Lindsay Daley, Clerk of the Board of Supervisors

Warrant listing for 6/2/2022 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.

Check	Vendor	Amount
15625	WES BURNS	2,900.00
15628	DALIA AMBRIZ	1,316.00
15629	AMERIGAS PROPANE LP	1,000.00
15633	BORDERTOWN LODGING LLC	1,000.00
15636	DANIEL WILLIAMSON CHURCH FOR THE NATIONS FLAGSTAFF	2,449.81
15637	CITY OF PAGE	231,522.00
15638	COCONINO COUNTY	7,745.92
15639	COCONINO COUNTY	14,279.02
15640	COCONINO COUNTY	444,115.33
15641	COCONINO COUNTY	37,229.15
15642	COCONINO COUNTY	89,471.51
15643	COCONINO COUNTY	36,246.33
15644	COCONINO COUNTY	362,491.32
15645	COCONINO COUNTY	194,925.26
15646	COCONINO COUNTY	63,406.13
15647	COCONINO COUNTY	24,504.26
15648	COCONINO COUNTY	4,586.64
15649	COCONINO COUNTY	4,870.00
15655	TYRRELL-MARXEN CHEVROLET CADILLAC INC	11,231.96
15658	MICHAEL M GOLIGHTLY AND ASSOCIATES, INC	4,246.81
15659	GOODMAN CONTRACTING INC	14,466.50
15660	THE GUIDANCE CENTER INC	8,237.50
15662	HYE TECH NETWORK & SECURITY SOLUTIONS LLC	40,862.31
15664	LANMOR SERVICES INC	15,407.41
15667	NAVAJO TRIBAL UTILITY AUTHORITY	2,520.00
15670	NORTH COUNTRY HEALTHCARE INC	4,550.00
15671	SHEEHAN'S OFFICE INTERIORS INC	13,704.73
15673	PERFORMANCE STRATEGIES	5,443.24
15675	RED FEATHER DEVELOPMENT GROUP	9,342.66
15676	RUNBECK ELECTION SERVICES	11,866.34
15680	SHAMROCK FOODS	6,160.88
15684	SUPERIOR PROPANE INCORPORATED	3,400.00
92204894	ARIZONA PUBLIC SERVICE	2,167.12
92204895	ARIZONA PUBLIC SERVICE	4,062.87
92204896	ARIZONA PUBLIC SERVICE	7,626.32
92204897	ARIZONA PUBLIC SERVICE	6,217.28
92204900	AXON ENTERPRISE INC	28,525.20
92204908	CHAPMAN MOBILE HOME VILLAGE LLC	1,500.00
92204910	CITY OF FLAGSTAFF	9,273.11

92204911	CITY OF FLAGSTAFF	1,706,437.80
92204912	CITY OF WILLIAMS	1,165.00
92204913	CITY OF WILLIAMS	57,174.50
92204914	CORNERSTONE INSTITUTIONAL LLC	9,753.72
92204915	L.N. CURTIS & SONS	1,066.25
92204922	FORD AUDIO-VIDEO SYSTEMS LLC	108,970.46
92204924	GRAINGER	1,325.66
92204928	JB RESTORATION LLC	13,908.00
92204930	JURY SYSTEMS INCORPORATED	2,150.00
92204933	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	5,071.56
92204944	O'NEIL PRINTING INC	5,700.00
92204948	DIXON-SHANE LLC	1,807.66
92204954	SEDONA PUBLIC LIBRARY INC	211,074.50
92204955	STATE OF ARIZONA	5,760.00
92204958	SUPPORT PAYMENT CLEARINGHOUSE	2,747.12
92204959	TAB OFFICE RESOURCES	2,771.53
92204960	TARDIE INVESTMENTS	1,500.00
92204962	TOWN OF FREDONIA	47,446.00
92204963	TOWN OF FREDONIA	3,722.83
92204964	TUBA CITY REGIONAL HEALTH CARE CORPORATION	5,351.32
92204965	UNS GAS INC	1,290.00
92204966	UNIVERSITY OF ARIZONA	1,176.89