



**TOWN COUNCIL  
REGULAR MEETING**

Council Chambers/Library Auditorium 7401 E. Skoog Blvd. Prescott Valley, Arizona 86314, at 5:30 p.m.

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**MEETING MINUTES**

**March 27, 2025**

**1. CALL TO ORDER AND ROLL CALL**

**Present:**

**Kell Palguta, Mayor  
Matt Zurcher, Vice Mayor  
Kendall Schumacher, Councilmember  
Michael Greer, Councilmember  
Kenneth Freund, Councilmember  
Janell Kiehl, Councilmember  
Bill Williams, Councilmember**

**Absent: None.**

Mayor Palguta called the meeting to order at 5:30 p.m.

**2. INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was given by Pastor Ken May from Quad City Church followed by the recitation of the pledge of allegiance.

**3. APPROVAL OF THE AGENDA**

Vice Mayor Zurcher made the MOTION, seconded by Councilmember Kendall Schumacher to approve the agenda (by voice vote).

Councilmembers voice voted as follows: Mayor Kell Palguta YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Vice Mayor Matt Zurcher YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

#### 4. PROCLAMATIONS

**4a. National Library Week [Casey Van Haren, Community Services Director]**

The Town of Prescott Valley proclaimed April 6-12, 2025 as National Library Week and encouraged all residents to visit their library, explore its resources, and celebrate all the ways that the library draws us together as a community.

Joslyn Joseph, Library Manager, spoke about this year's 'Drawn to the Library' theme, acknowledged the dedication of the library staff, and expressed gratitude to the Town for its ongoing support.

#### 5. SCHEDULED ANNOUNCEMENTS & PRESENTATIONS

**5a. Giving Machine Presentation of Checks [Curtis Kleinman, President Prescott Valley Stake of the Church of Jesus Christ of Latter-day Saints, Brad Fain, President & CEO Fain Signature Group]**

Samuel Yamamoto, co-chair of the Prescott Valley Giving Machines, explained that these unique vending machines offer a variety of charitable items. The Giving Machines were introduced to Prescott Valley for the first time last year, thanks to the Church of Jesus Christ of Latter-day Saints. Yamamoto also took a moment to recognize the volunteers who helped make the project a success, as well as the residents who supported it by purchasing items. Following his remarks, Curtis Kleinman, President of the Prescott Valley Stake of the Church of Jesus Christ of Latter-day Saints, presented checks to local charitable organizations featured in the Giving Machines. These included the Chino Valley Educational Foundation (represented by Cindy Daniels and Wayne Ballard), the Coalition of Compassion and Justice (represented by Allison Lenocker and Jared Romig), and Meals on Wheels (represented by Neal Sneller).

**5b. APS Fire Mitigation and Safety Strategies for 2025 [Frank Sanderson, Northern Arizona Division Director APS]**

Frank Sanderson, Northern Arizona Division Director APS, discussed APS's efforts to mitigate wildfires in Prescott Valley and across Yavapai County. He highlighted both current and new safety strategies. Additionally, he shared how APS utilizes cameras to detect smoke and heat, enhancing early fire detection. Sanderson then provided an overview of the Public Safety Power Shutoff (PSPS) which would only be deployed under extreme high fire-risk conditions and encouraged customers to take action in preparing for an outage of any kind.

Councilmember Williams asked if the big cylindrical cans located at the top of the poles are transformers. Sanderson confirmed that they are. He then asked whether transformers could become a fire hazard if rusted.

Sanderson pointed out that the presence of rust alone does not automatically mean the transformer needs to be replaced. He then outlined the specific scenarios in which transformer replacement would be necessary.

Councilmember Freund complimented Sanderson on his informative presentation and praised APS for its forward-thinking and planning, identifying California as being a cautionary example of what can happen without these implemented measures.

Mayor Palguta praised Sanderson and his team, then asked him to share the story of his grandfather's customer service. Sanderson recounted the story.

## 6. CALL TO THE PUBLIC

**Public Comment #1:** Resident Karen Hunt – Prescott Valley – expressed opposition to the installation of smart meters, citing concerns about their potential impact on individuals with a family history of cancer, migraines, and heart conditions. She also mentioned that smart meters could cause ringing in the ear symptoms.

## 7. COUNCIL COMMUNICATIONS: SUMMARY OF CURRENT EVENTS

Councilmember Kiehl announced her attendance at the first event held by the League of Extraordinary Grandparents, a nonprofit organization in Prescott Valley that connects volunteer grandparents with children in foster care or at risk youth.

Mayor Palguta brought attention to the recent passing of Tony Conover, a well-known owner of Tony's Too Bar and Grill, and the upcoming celebration of life to be held on Saturday, April 5, 2025 at the Prescott Valley Civic Center.

Councilmember Greer reminded the community about the upcoming play *You Can't Take It With You*, which will be performed by Bradshaw Mountain High School come April.

## 8. MANAGER'S REPORT: SUMMARY OF CURRENT EVENTS

No report.

## 9. CONSENT AGENDA

- 9a. Special Town Council Meeting Minutes of February 27, 2025 - Consideration & Possible Action (Approve) [Fatima Fernandez, Town Clerk]
- 9b. Regular Town Council Meeting Minutes of February 27, 2025 - Consideration & Possible Action (Approve) [Fatima Fernandez, Town Clerk]
- 9c. Study Session Meeting Minutes of March 6, 2025 - Consideration & Possible Action (Approve) [Fatima Fernandez, Town Clerk]
- 9d. Annual Schedule Town Council Meetings FY 2025-2026 - Consideration & Possible Action (Approve) [Fatima Fernandez, Town Clerk]
- 9e. ~~Ratify Amended Board of Adjustment Bylaws—Consideration & Possible Action (Ratify) [Ernest Rubi, Deputy Director Development Services Department] Item removed from the Agenda (3/24/2025)~~
- 9f. RP25-001 Reversionary Plat - Consideration & Possible Action (Approve) [Chris Norlock, Planner II]
- 9g. RP25-002 Reversionary Plat - Consideration & Possible Action (Approve) [Chris Norlock, Planner II]
- 9h. Budget Transfer – Smart Meter Transmitters in the amount of \$248,653 Consideration & Possible Action (Approve) [Neil Wadsworth, PE - Utilities Director]

**9i.** Budget Transfer – Wastewater Treatment Facility Influent Wet Well Rehabilitation in the amount of \$1,550,000 - Consideration & Possible Action (Approve) [Neil Wadsworth, Utilities Director]

Councilmember Kendall Schumacher made the MOTION, seconded by Councilmember Janell Kiehl to approve all items listed under Consent Agenda by electronic vote.

Councilmembers voted as follows: Mayor Kell Palguta YES, Vice Mayor Matt Zurcher YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

**10. OLD BUSINESS**

**10a.** Dividing Community Services Department Ordinance No. 2025-951 - Consideration & Possible Action (2nd Reading) [Gilbert Davidson, Town Manager]

There was no further discussion on this item.

Fatima Fernandez, Town Clerk, read Ordinance No. 2025-951 by title only for the second reading. Mayor Palguta asked, “Shall this Ordinance Pass?”

Councilmembers voted as follows: Mayor Kell Palguta YES, Vice Mayor Matt Zurcher YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

**11. NEW BUSINESS (FOR REVIEW, COMMENT, AND/OR POSSIBLE ACTION)**

**11a.** Construction Contract of the Summit Tank 18-inch Waterline, CIP# CW2507 in the amount of \$1,098,282.50 with PAP, LLC - Consideration & Possible Action (Award) [Neil Wadsworth, Utilities Director]

Neil Wadsworth, Utilities Director, gave a project summary regarding the installation of an 18-inch waterline that would allow for additional capacity for demand, redundancy, firefighting and operational flexibility. The second waterline’s location will be between the storage tanks on Glassford Hill Road and the tanks located along Prescott East Highway. The Town received nine bids for the project. However, the lowest bidder, PAP LLC, requested to withdraw its bid. In light of this, Director Wadsworth recommended that the Council table the item, with the expectation of presenting an alternative recommendation at a later date.

Councilmember Kendall Schumacher made the MOTION, seconded by Councilmember Michael Greer to withdraw agenda item 11a. to be brought forth to the Council at a later date due to the lowest bidder (PAP, LLC) withdrawing their bid (by electronic vote).

Councilmembers voice voted as follows: Mayor Kell Palguta YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Vice Mayor Matt Zurcher YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

**11b. Old Black Canyon Water Transmission Main and Multi-Use Path Design Services Agreement with Dava & Associates in the amount of \$113,090 and requested budget transfer - Consideration & Possible Action (Approve) [Neil Wadsworth, Utilities Director]**

Neil Wadsworth, Utilities Director, advised this proposed action is to award a design contract for the Old Black Canyon water transmission main. The location of the proposed waterline also coincides with a section of the future Lasso Loop Trail. Therefore, the Public Works and Parks Departments would like to piggyback on this project to design the asphalt Multi-Use Path (MUP) between StoneRidge and Prescott Country Club at the same time. Therefore, attached for consideration is an Agreement for Professional Services with the engineering firm of Dava & Associates for design of both the new water transmission main and the Multi-Use Path in Old Black Canyon Highway. This is an alternative project to assist in addressing PFAs and is a less expensive project as opposed to treatment. The pipeline is necessary for redundancy and to serve the area during high demands. Director Wadsworth further detailed the project summary and displayed a schematic of the Multi-Use Path.

Councilmember Williams recalled the Town estimating approximately two million dollars per well and inquired about the current cost estimate.

Director Wadsworth replied that the total cost for three wells would be approximately ten million dollars or roughly three million per well.

Vice Mayor Matt Zurcher made the MOTION, seconded by Councilmember Michael Greer to approve the Professional Services Agreement with Dava & Associates for engineering design services for a new water transmission main and Multi-Use Path (MUP) in the Old Black Canyon Highway for a total amount of \$113,090.00, and approve the requested budget transfer for the MUP design portion (by electronic vote).

Councilmembers voice voted as follows: Mayor Kell Palguta YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Vice Mayor Matt Zurcher YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

**11c. Assignment Yavaline Agreements & Other Interests to CYMPO - Consideration & Possible Action (Approve) [Heather Ruder, Public Works Director]**

Heather Ruder, Public Works Director, explained that the item before the Council is a request to transfer the Yavaline Microtransit program, including agreements and related interests, from the Town to CYMPO, a regional partner, effective July 1, 2025. In 2022, the Town received a CARES Act grant to launch a microtransit pilot project. The pilot project was never intended to remain with the Town after the funding period, and the next step is to transfer any operational and vehicle contracts to CYMPO.

Councilmember Williams inquired about the current annual costs or investment for the program and how they will compare to the costs after the transition takes effect.

Vincent Gallegos, CYMPO Executive Director, expressed appreciation for Prescott Valley's leadership and decision-making in launching this project over two years ago. He then explained that currently, the cost per ride is under twenty dollars.

Director Ruder reiterated that the project was funded through the CARES Act.

Town Manager Gilbert Davidson further explained that the project was initially funded by federal dollars, but once those funds were exhausted, the Town would need to assume a larger share of the cost. Following, he highlighted the cost benefits of pursuing this approach by making it a regional effort.

Mayor Palguta praised Executive Director Gallegos and his team, highlighting the positive impact of the transportation initiative on both the local community and the neighboring area of Prescott.

Councilmember Kendall Schumacher made the MOTION, seconded by Councilmember Michael Greer to approve an Assignment and Assumption Agreement between the Town and the Central Yavapai Metropolitan Planning Organization for purposes of transferring to CYMPO the Yavapai transit operation in Prescott Valley and Prescott as of July 1, 2025 by electronic vote.

Councilmembers voice voted as follows: Mayor Kell Palguta YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Vice Mayor Matt Zurcher YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

**11d. Council Attendance Policy Ordinance 2025-952 - Consideration & Possible Action (1st Reading)**  
**[Ivan Legler, Town Attorney]**

Ivan Legler, Town Attorney, explained that in response to the COVID 19 pandemic, the Town Council adopted a resolution temporarily authorizing the Council and/or members of the public to attend public meetings through technological means. The Council has since determined that additional clarification is needed regarding the actual application. At the last Study Session, the Town Council was inclined to be fairly restrictive in the sense that a person would need to attend physically if they were going to vote except in the rare circumstances where the Town itself was dealing with an emergency or there was a need for a quorum in order for the Town Council to move forward with Town business. Those amendments are included within the proposed Ordinance.

Councilmember Freund requested one addition to allow two absences per calendar year for each Councilmember to go into effect once the new audiovisual system becomes operational. He then recommended tabling the item.

Vice Mayor Zurcher commented that rather than tabling the item, recommended proceeding with a motion to accept the changes with the additional request. He additionally recommended revisiting electronic voting when the new audiovisual system becomes operational.

Town Attorney Legler specified that a sentence could be added stating notwithstanding the above, Councilmembers can attend through technological means two times per year.

Councilmember Kenneth Freund made the MOTION, seconded by Councilmember Kendall Schumacher Motion to read Ordinance No. 2025-952 by title only on two separate occasions (then place the same on final passage), but with the following change outlined by the Town Attorney Ivan Legler.

Councilmembers voice voted as follows: Mayor Kell Palguta YES, Councilmember Kendall Schumacher YES, Councilmember Michael Greer YES, Vice Mayor Matt Zurcher YES, Councilmember Kenneth Freund YES, Councilmember Janell Kiehl YES, and Councilmember Bill Williams YES. NAYS: none. ABSENT: none. MOTION PASSED with 7 ayes, 0 nays, 0 absent.

Fatima Fernandez, Town Clerk, read Ordinance No. 2025-952 by title only for the first reading.

## **12. ADJOURNMENT**

Mayor Palguta adjourned the meeting at 6:27 p.m.

ATTEST:

APPROVED:

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Fatima Fernandez, Town Clerk

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Kell Palguta, Mayor

STATE OF ARIZONA)  
COUNTY OF YAVAPAI)

SS:

TOWN OF PRESCOTT VALLEY)

CERTIFICATE OF COUNCIL MINUTES

I, Marissa Greenwood, Deputy Town Clerk of the Town of Prescott Valley, Arizona, 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 Prescott Valley, held on March 27, 2025.

I further certify that the meeting was duly called and held and that a quorum was present.

Dated this April 24, 2025

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Marissa Greenwood, Deputy Town Clerk