

NOTICE OF PUBLIC MEETING
SAN TAN VALLEY TOWN COUNCIL
Wednesday, October 15, 2025 | 6:00pm
San Tan Valley County Complex, Bronze Room
31505 N Schnepf Rd. San Tan Valley, Arizona 85140

AGENDA

1. CALL TO ORDER

Mayor Schnepf called the meeting to order at 6p.m.

2. ROLL CALL

Councilmembers Present: Mayor Schnepf, Vice Mayor Hudgins, Councilmember Hunt, Councilmember Jenkins Councilmember Oakes, Councilmember Tyler, Councilmember Wolfert

3. PLEDGE OF ALLEGIANCE – INVOCATION

Mayor Schnepf led the pledge of allegiance. Ben Lee gave an invocation to the council.

4. APPROVAL OF MINUTES

Discussion and possible action to approve the minutes of the October 1, 2025 regular Town Council meeting.

Councilmember Oakes made a motion to approve the October 1, 2025 regular town council meeting minutes as presented. Motion was seconded by Councilmember Hunt. Motion passed by a voice vote.

5. CURRENT EVENTS FROM MAYOR AND COUNCILMEMBERS

The Mayor and Councilmembers may present brief summaries of current events. *The Council shall not discuss or take legal action on any matter raised during this item unless the specific matter is properly listed on the agenda for discussion and possible action.*

Councilmember Hunt mentioned an upcoming Bike Rodeo, as well as information about sand bags for flood protection.

Councilmember Jenkins attended the grand opening for the new WinCo in San Tan Valley, and reiterated flood preparation and protection measures. She offered her prayers to the residents of Gila County recently impacted by flooding.

Councilmember Oakes mentioned volunteer opportunities to help with floods. Councilmember Tyler mentioned he will be taking a tour of the Pinal County Elections Facility.

Councilmember Wolfert attended the Pinal County 150th Birthday celebration, and will be attending the Arizona City County Management training on October 16th.

Vice Mayor Hudgins mentioned the Central Arizona College Fall Festival, and the Town's Official website with the League.

Mayor Schnepf mentioned a Trunk or Treat event on October 28th, as well as working with Supervisor Goodman on transportation needs in the community.

6. BUSINESS BEFORE THE COUNCIL

- A. **Presentation and discussion regarding the Arizona Municipal Risk Retention Pool ("AMRRP") and proposed insurance policies.** (*Presentation by Ed Bantel, AMRRP Program Administrator*) Overview regarding AMRRP, including AMRRP member benefits, coverage options, and a summary of the proposed AMRRP insurance policies for the Town.

Ed Bantel, Arizona Municipal Risk Retention Pool (AMRRP) Program Administrator gave a presentation on the AMRRP. He gave an overview on the board organization, and the history of the organization. He gave an overview of the services, and structure of AMRRP. He gave an outline of the different insurance policies available to the Town, such as auto coverage, property coverage, liability, and workers compensation.

Hollie Mercurio, with AMRRP, gave a summary of the policy proposed to the Town. She gave an overview of the terms of coverage and the premium. She gave an overview of how the policy can grow as the town grows.

Councilmember Oakes asked a question relating to the policy term ending 6/30/2025. Ms. Mercurio stated it was a typo and the policy term should end 6/30/2026. Councilmember Oakes asked a follow up question if the premium was annual or monthly. Ms. Mercurio stated it was an annual premium.

Councilmember Jenkins asked if the premiums were adjusted based on everyone's claims, or just the towns. Ms. Mercurio stated it is based on the Town's exposures and claims, and stated the average increase is about 10%

Councilmember Hunt asked what the non-member municipalities do for coverage. Mr. Bantel stated most of the large municipalities are self-insured, or work with brokers. Mr. Bantel stated that AMRRP does pay commissions, which is a benefit of AMRRP. Councilmember Hunt stated that there is a lot of training available to employees to reduce risk.

- B. **Discussion and possible adoption of Resolution No. 2025-02 authorizing the Town to become a member of the Arizona Municipal Risk Retention Pool ("AMRRP") and secure insurance coverage through AMRRP.** Council discussion and possible action to approve a resolution authorizing the Mayor and/or Town Attorney to execute all necessary agreements and related documents to secure coverage and implement AMRRP membership.

Councilmember Hunt made a motion to approve Resolution No. 2025-02, authorizing the Town of San Tan Valley to become a member of the Arizona Municipal Risk Retention Pool and authorize the Mayor and or town attorney to execute all necessary agreements and related documents to insurance coverage for the Town and effectuate AMRRP membership. Councilmember Wolfert seconded the motion. The motion passed by a voice vote.

Ed Bantel stated that San Tan Valley is now the largest member of AMRRP, but with the lowest premium.

- C. Discussion and possible adoption of Resolution No. 2025-03 authorizing the Mayor to apply for and obtain an Employer Identification Number on behalf of the Town.** Council discussion and possible action authorizing the Mayor to obtain an EIN, which is required for opening organizational bank accounts, applying for federal and state grants, and complying with IRS reporting requirements.

Councilmember Jenkins made a motion to approve Resolution No. 2025-03, authorizing the Town Mayor to obtain an EIN from the IRS for the Town of San Tan Valley. Councilmember Tyler seconded the motion. The motion passed by a voice vote.

- D. Discussion and possible adoption of Resolution No. 2025-04 authorizing designated Town officials to establish banking services and execute all related documents.** Council discussion and possible action authorizing the Mayor, Vice Mayor, Town Clerk, and the future Town Manager/Assistant Manager and Town Finance Director to open and manage Town financial accounts with Wells Fargo, N.A.

Councilmember Hunt asked why Wells Fargo, and if there were other options. Town Attorney Quist stated there are other options, however Wells Fargo was recommended by the County, and Wells Fargo will provide similar pricing options as they do with other municipalities. Councilmember Hunt stated he had no preference, and was just wondering if there was an advantage.

Councilmember Wolfert made a motion to approve Resolution No. 2025-04, authorizing designated town officials to establish banking services with Wells Fargo Bank, N.A. and to execute all necessary documents and agreements to open and maintain Town financial accounts. Councilmember Hunt seconded the motion. The motion passed by a voice vote.

- E. Presentation and discussion regarding municipal elections.** (*Presentation by Christina Estes-Werther, Pierce Coleman PLLC*) Presentation and discussion on governing municipal election laws, Arizona election dates and processes, majority votes cast requirement, staggered terms, direct election of mayor, and prohibition on the use of public resources to influence elections

Town Attorney Quist stated that Ms. Christina Estes-Werther is one of the top experts on election laws in the State.

Christina Estes-Werther, an attorney with Pierce Coleman PLLC, gave an overview of federal, state, and local laws on elections in Arizona, as well as other rules relating to elections. She gave an overview and history on consolidated election dates in Arizona. She answered a common question on two conflicting laws on when the town will hold the first election for the council, which will be in August 2026.

Councilmember Hunt asked when the new council will take office if the election is on August 4th. Ms. Estes-Werther explained that it depends when they get declared elected based on the majority of votes cast, so it could be August or December. Ms. Estes-Werther also stated the primary election date might be moved up by a week.

Ms. Estes-Werther explained that council elections are non-partisan, and explained the majority of votes cast provision in state law. She gave examples on what could cause a runoff election for council. She also stated the canvassing of the election, and special elections to fill a vacancy, and the seating of the member elected to fill the vacancy. She gave an overview of the history of the majority of votes cast, and how it can avoid runoff elections. She gave an overview of the candidate filing process, and candidate challenge timeline. She also stated the signature requirements, and how with a new town, the requirements are tricky. The number the Clerk came up with is 1,583 signatures. She stated that this number can be lowered to 1,000 by ordinance. She also stated that the Arizona Secretary of State has an online signature gathering platform, called E-Qual.

Town Clerk Glover stated he has been working with the State Elections Director to set up E-Qual for the town, and that the system is ready to go live. He also stated his positive experiences when using the system.

Ms. Estes-Werther also explained staggered terms. This would expand the term of councilmember to four years, with half being up for election every 2 years. This would require voter approval at the ballot in August 2026. She also explained that after adoption, the council will be split into 2 and 4 year terms initially.

Councilmember Oakes asked if a councilmember could volunteer for a 2 year term. Ms. Estes-Werther explained that they could not, as the law requires it to be drawn by lot.

Ms. Estes-Werther stated that after 2028, all council members will have a 4 year term. She also explained the options and obstacles of holding an election for this in May, and explained it would not apply until after August 2026.

Ms. Estes-Werther explained the direct election of Mayor. She explained the timeframe that holding the election in May or August would have the same effect. She also explained the cost for each election. A May election would be \$131,000 and an August Election would have a lower cost, since it is being held with a statewide election.

Ms. Estes-Werther also explained the prohibition on the use of public resources to influence elections. Use of town resources, and staff time to influence an election is against the law. She explained that the penalties are enforced on the councilmembers individually.

Councilmember Hunt asked to review the timeframe for candidate filing. Ms. Estes-Werther explained the filing window, and timeframes for the council to adopt ordinances for certain election measures to be in place prior to the 2026 election window. Councilmember Hunt asked if the March to April window was the time to collect signatures. Ms. Estes-Werther explained that people may collect signatures as soon as a statement of interest is submitted. Town Clerk Glover stated that statement of interest forms are available with him. Councilmember Hunt asked if signature gathering also applies to council members running for reelection. Ms. Estes-Werther explained that once their term ends, they must recollect signatures to run again. Councilmember Hunt asked if a person signs a petition, that if they are able to sign another one. Ms. Estes-Werther explained that a person may sign as many petitions as there are seats available.

Councilmember Wolfert asked about candidate training. Town Clerk Glover stated that he has training available to go over all the required forms, important inflation and deadlines, as well as to use the E-Qual system.

- F. Discussion and possible adoption of Ordinance No. 2025-02 establishing municipal election procedures.** Council discussion and possible action to adopt Ordinance No. 2025-02, which sets forth election dates, establishes procedures for determining majority votes cast, and outlines the process for runoff or general elections as authorized by A.R.S. § 9-821.01.

Mayor Schnepf asked a question for the legal council on the Ordinance. Ms. Estes-Werther explained that this Ordinance establishes the majority of votes cast procedures, and the next two items on the agenda are referrals to voters.

Councilmember Oakes made a motion to adopt ordinance No. 2025-02 establishing municipal election procedures as presented. Councilmember Jenkins seconded the motion. The motion passed by a voice vote.

- G. Discussion and possible adoption of Resolution No. 2025-05 ordering and calling an election on four-year staggered council terms.** Council discussion and possible action to adopt Resolution No. 2025-05, which orders and calls an election on the August 4, 2026 primary election date to submit to the qualified electors of the Town the question of establishing four-year staggered terms for Town Council members. The resolution provides the form of ballot, outlines the division of elected council members into two classes for initial staggered terms, and directs the Town Clerk to provide notice of the election as required by law.

Councilmember Hunt stated that it is in the best interest of the town to avoid turnover on the council. Councilmember Wolfert agreed with Councilmember Hunt, adding that it

keeps institutional knowledge and gives the voters an opportunity to weigh in. Councilmember Oakes stated that it gives more people an opportunity to serve.

Councilmember Wolfert made a motion to approve resolution No. 2025-05, ordering and calling an election on four year staggered council terms as presented. Councilmember Oakes seconded the motion. The motion passed by a voice vote.

- H. **Discussion and possible adoption of Ordinance No. 2025-03 ordering and calling an election on the direct election of the Mayor and term of office.** Council discussion and possible action to adopt Ordinance No. 2025-03, which orders and calls an election on the August 4, 2026 primary election date to submit to the qualified electors of the Town the questions of establishing the direct election of the Mayor and setting the Mayor's term of office at two years. The ordinance provides the proposed language and form of ballot, and directs the Town Clerk to provide notice of the election as required by law.

Councilmember Hunt asked a question on the term for Mayor being 2 years, rather than 4 years. Ms. Estes-Werther stated that there is no way for the town to do it for 4 years, but could extend it to 4 years later.

Councilmember Oakes asked if the first direct election of Mayor would be in 2028. Ms. Estes-Werther stated that it would be, since it would be approved in 2026. Town Attorney Quist stated that the council could wait until after the 2026 election to see how the staggered term measure plays out. Ms. Estes-Werther stated that if that council takes that route, the first direct election of mayor would be in 2030.

Councilmember Wolfert asked if the directly elected Mayor takes the place of one of the seven council seats. Ms. Estes-Werther stated that it does take the place of one. Councilmember Wolfert asked a follow up question on the appointment of Vice Mayor, Ms. Estes-Werther stated that the council will continue to select the Vice Mayor.

Mayor Schnepf asked about delaying this proposition. Ms. Estes-Werther explained the timeframe of waiting and the potential outcomes, depending on at which election voters approve this measure.

Councilmember Jenkins asked if the cost for placing measures on the ballot. Ms. Estes-Werther explained that the cost is shared if it is on the Primary or General Election. Town Clerk Glover explained that the cost is based on the number of registered voters in the town, and the amount of propositions on the ballot do not impact the cost.

Councilmember Oakes asked if acting now would get the question to the voters sooner. Ms. Estes-Werther explained that if they act in the next few months, then the voters can decide in 2026, or wait until 2028.

The Mayor recessed the meeting for 10 minutes.

The Mayor called the meeting back to order after the 10 minute recess, and opened the item back up for discussion.

Councilmember Tyler expressed his opinion that the town would be putting too many things on the ballot, and would prefer putting the issue on the ballot later after the staggered term proposition.

Councilmember Hunt asked if the voters approve this, if the town could extend the term to 4 years later. Ms. Estes-Werther explained that the town could submit a term extension for mayor to the voters in 2028. Councilmember Hunt expressed his opinion that this issue be submitted to voters, and to let them decide.

Councilmember Wolfert asked a question clarifying if there was a possibility to submit the issue to the voters with a 4 year term for mayor. Ms. Estes-Werther explained that since staggered terms are not yet approved, the directly elected mayor must match the term for the council.

Mayor Schnepf expressed his opinion that the proposition should wait until the staggered terms with 4 year terms is approved.

Councilmember Jenkins expressed her opinion that the council submit everything to the voters, and build from there.

Mayor Schnepf stated that the term of mayor will initially be 2 years.

Vice Mayor Hudgins made a motion to table Item 6(H). Mayor Schnepf seconded the motion. The Mayor called for a roll call vote.

Aye Votes (2): Mayor Schnepf, Vice Mayor Hudgins

Nay Votes (5): Hunt, Jenkins, Oakes, Tyler, Wolfert

Motion to table failed to pass.

Councilmember Hunt made a motion to approve Ordinance No. 2025-03, ordering and calling an election on the direct election of Mayor and term of office. Councilmember Jenkins seconded the motion. The Mayor called for a roll call vote.

Aye Votes (4): Hunt, Jenkins, Oakes, Wolfert

Nay Votes (3): Mayor Schnepf, Vice Mayor Hudgins, Tyler

Motion to approve Ordinance No. 2025-03 passed 4-3.

- I. **Discussion and possible approval of conflict waivers for Pierce Coleman PLLC.**
Possible Council action approving waivers addressing potential conflicts of interest arising from Pierce Coleman's representation of both the Town of San Tan Valley and other public entities, including the Town of Queen Creek and certain Pinal County offices. The waivers allow the firm to continue providing legal services related to certain

Intergovernmental Agreements and ongoing Pinal County matters while ensuring transparency and compliance with the Arizona Rules of Professional Conduct.

Councilmember Wolfert made a motion to approve the conflict waivers for Pierce Coleman PLLC as presented. Vice Mayor Hudgins seconded. The motion passed by a voice vote.

- J. **Discussion regarding Interim Public Management (IPM) recruitment efforts and potential special Council meeting for candidate interviews.** Town staff update on the 30-day exclusive retainer with Interim Public Management (IPM) for the recruitment of the Town Manager, Finance Director, and Town Clerk. The discussion will focus on the status of the recruitment process, potential next steps, and consideration of scheduling a special Council meeting.

Town Attorney Quist gave an update on the Interim Public Management (IPM) recruitment efforts. Town Attorney Quist said that IPM will be submitting resumes and the town would need to schedule interviews for a special meeting on October 22nd.

Councilmember Wolfert asked how many candidates IPM is looking for for each position. Town Attorney Quist stated IPM is looking for at least 3 candidates. Councilmember Wolfert followed up asking when the council would have the resumes. Town Attorney Quist stated they would be available before the interview.

Mayor Schnepf asked if the Town should schedule an interview date, despite not having the resumes of the candidates. Town Attorney Quist stated that the resumes will be available by the 22nd. Mayor Schnepf followed up if the town needed to call a Special Meeting. Town Attorney Quist stated that the town did not need to do that right now, since it is not agendaized. Town Attorney Quist asked if the 22nd worked for the council, so he could work with the Town Clerk to prepare proper notice.

Mayor Schnepf asked the council if October 22nd fit in their schedule. Councilmember Oakes asked what time the meeting would be. Town Attorney Quist stated 6pm, or earlier depending on the room reservation.

Mayor Schnepf stated it seemed October 22nd was a good date, and the council should plan for that day.

- K. **Presentation and discussion on decorum and expectations during Call to the Public.** (*Presentation by Allen Quist, Town Attorney*) Overview of proper decorum and expectations for interactions during the Call to the Public, including guidance for both members of the public and Town Council. Topics include applicable legal requirements, best practices for maintaining order and civility, and procedures to ensure compliance with open meeting laws while allowing public participation.

Town Attorney Quist stated that given time constraints, if the council tables this item, he could present it on a different date.

Vice Mayor Hudgins made a motion to table item 6(K) until November 5th. Councilmember Wolfert seconded. The motion passed by a voice vote.

- L. **Notification regarding Town committees, task forces, and boards.** *(Notification by Mayor Schnepf)* The topic of Town committees, task forces, and boards will be discussed at upcoming meetings. Members of the public who are interested in participating in any of these groups or who have ideas for specific committees are encouraged to submit their interest or suggestions via email to the Town Clerk, Garrett Glover, at garrettgloverstv@gmail.com.

Mayor Schnepf gave notice to the public to contact the Town Clerk via email if they had interest in serving on a committee for the Town. The Mayor gave the Clerk's email to the public.

7. REQUESTS FOR FUTURE AGENDA ITEMS

Members of the Town Council may request that items be placed on a future agenda. *No discussion or action will be taken at this time other than identifying topics for future consideration, in accordance with Arizona's Open Meeting Law.*

Councilmember Hunt asked to discuss an ordinance to lower the signature requirement to 1,000 signatures at the next meeting.

8. CALL TO THE PUBLIC

Citizens desiring to speak on any issue within the jurisdiction of the Town may do so at this time. Comments shall be limited to three (3) minutes per person, subject to adjustment based on time constraints or meeting management needs at the discretion of the Mayor. All comments shall be addressed to the Town Council as a whole. At the conclusion of the Call to the Public, individual Council Members may: (1) Respond to criticism made by those who have spoken, (2) Direct staff to review or follow up on the matter, and/or (3) Request that the matter be placed on a future agenda.

Ms. Stockton, of San Tan Valley, stated that they have a facebook group to share ideas for the people in the community. She also stated there should be a party for the July 1st town deadline, and the Town should invest in that event. Councilmember Tyler directed staff to look into this for a future agenda.

Ms. Barrett, of Queen Creek, stated her concerns with the Resolution Copper Mine, and concerns with environmental, and water impacts on Arizona, and San Tan Valley.

Ms. Lewin stated concerns with emergency response times. She gave statistics of response times in the area, and suggested reviewing emergency services to ensure quicker response times in San Tan Valley.

Town Attorney Quist stated that the standard practice is to wait until the end before the council directs staff to review, or suggest items for a future agenda item.

A member of the public spoke about her concerns with the IPM agreement from the previous meeting.

Pinal County Supervisor Rich Vitello, of Maricopa, congratulated the new council and offered his support to the town. He stated to be aware of state changes to planning and zoning. He stated that the state needs to stay out of the business of towns and counties.

Mr. Bodine, of San Tan Valley, offered his support and interest in serving on a committee in the town.

Ms. Bustamante, asked if other options other than AMRRP were considered and stated that the Town should look at other options other than Wells Fargo for banking services.

Ms. Stockton, stated Florence Unified School District is having a Trunk or Treat on October 23rd.

Councilmember Jenkins requested staff to have EPCOR give a presentation on water sustainability. Vice Mayor Hudgins also requested Queen Creek water to attend.

9. EXECUTIVE SESSION

The Town Council may vote to convene into Executive Session, pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4), for the following items:

- A. Discussion or consultation with Town Attorney regarding contract negotiations concerning interim financial assistance.
- B. Discussion or consultation with Town Attorney regarding legal options and strategy related to Town zoning and land use authority.
- C. Discussion or consultation with the Town Attorney regarding contract negotiations with Rural Metro.

Councilmember Tyler made a motion to convene into executive session. Councilmember Jenkins seconded. Motion passed by a voice vote.

Councilmember Oakes made a motion to adjourn the executive session. Councilmember Wolfert seconded. Motion passed by a voice vote.

10. ADJOURNMENT

Councilmember Oakes made a motion to adjourn the meeting. Vice Mayor Hudgins seconded. Motion passed by a voice vote.