

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

PAGE 1

APRIL 13, 2023  
COUNCIL ACTION

***I. PROCEDURES***

**A. Call to Order 7:00 PM**

Mayor Dent called the meeting to order, and Kerry-Lynn Moede provided the invocation.

**B. Roll Call**

**Present: Mayor Don Dent, Vice-Mayor Frank McNelly, Councilmember Michelle Campbell, Councilmember Mike Cowen, Councilmember Ken Edes, Councilmember Craig Fritsinger, and Councilmember Lee Payne.**

Present City Staff: City Manager Tim Pettit, Finance Director Barbara Bell, Police Chief Tad Wygal, Public Works Director Aaron Anderson, Fire Chief Chase Pearson, City Engineer Mike Janes, City Attorney Brandon Kavanagh, and City Clerk Pamela Galvan.

**C. Approval of Minutes for March 23, 2023.**

**Motion:** *To approve the Minutes for March 23, 2023.*

**Action:** *Approved*

**Moved by** *Councilmember Fritsinger*, **Seconded by** *Councilmember Edes*.  
**The motion passed unanimously.**

**D. Adopt Agenda**

**Motion:** *To approve the agenda as presented.*

**Action:** *Adopted*

**Moved by** *Councilmember Cowen*, **Seconded by** *Councilmember McNelly*.  
**The motion passed unanimously.**

***II. PRESENTATIONS –***

***APS fire mitigation for 2023.***

Erin Creedmur and Logan Trotman came to present the APS Wildfire Safety and Fire Mitigation.

Logan opened by going over the vegetation clearing, creating a defensible space around critical electrical infrastructure, and helping people know how to create defensible space around their property. Working with Communities on their emergency preparedness, keeping customers informed during power outages, and communicating with their partners and

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

PAGE 2

APRIL 13, 2023  
COUNCIL ACTION

the public about their work to prevent wildfires and promptly restore power after an outage.

Erin took over and covered topics of the Integrated Vegetation Management Program and Defensible Space Around Poles Program.

Logan reviewed the Line Inspections and Public Safety Patrols, Protocols During Elevated Fire Conditions, and Customer Communication.

Council asked about patrolling campers' fires. Not unless they receive a call.

Mayor asked if the public if they had any questions. *No reply.*

**III. PUBLIC PARTICIPATION – None**

**IV. CONSENT AGENDA ITEMS –**

- A. Approval of check register for the month ending March 31, 2023.**
- B. Approval of purchase orders.**

***Motion:*** To approve the consent agenda items as presented.

***Moved by*** Councilmember McNelly, ***Seconded by*** Councilmember Payne

***Motion passed unanimously***

**V. NON-CONSENT AGENDA ITEMS**

***Council will convene with the Board of Adjustments for the following considerations. – 7:13 PM***

***Motion:*** To convene to the Board of Adjustments.

***Moved by*** Councilmember Cowen, ***Seconded by*** Councilmember McNelly.

***Motion passed unanimously***

- C. Consideration and action regarding variance request by CDMK Property Investments LLC, Cameron Maebe, for a front yard setback.***

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

PAGE 3

APRIL 13, 2023  
COUNCIL ACTION

Tim Pettit explained the CDMK Property Investment proposal to the council, specifically noting the request for a 5-foot variance setback to allow onsite parking.

An unknown resident spoke up, requesting that Humbolt be used exclusively.

Mr. Maebe explained how they would be using Humbolt.

Kalli Kaleche lives on E Fulton and likes the duplex, which is well kept and has been happy with it. They have fenced backyards and garages. She expressed concern about the snow removal.

***Motion:*** To approve the CDMK Property Investments 5-foot variance setback to allow onsite parking.

***Moved by*** Mike Cowen, ***Seconded by*** Frank McNelly.

***Motion passed unanimously***

***D. Consideration and action regarding site plans provided by Worthington Investments.***

Tim explained that this site plan proposes a split of the existing parcel and notes that it is within the density requirements of the city.

Mr. Worthington explained the parking for the complex, and Mrs. Worthington expressed keeping the tenants parking on the property, not the street.

Kali Kaleche asked for clarification on trash pickup in the alley. She mentioned that the alley was not cleared this past year's snowstorm and asked if the owners would be expected to clear it.

Mayor Dent noted it is up to the owner to put their trash in the alley or streets. Kali asked where they would put the snow; it shouldn't go onto the other properties. Mayor asked that the city be notified so that it could take action.

It was asked the intent of the property was to be a vacation rental, to which Mr. Worthington replied, no, it is for long-term rental.

***Motion:*** To approve the site plans provided by Worthington Investments.

***Moved by*** Frank McNelly, ***Seconded by*** Mike Cowen.

***Motion passed unanimously***

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

PAGE 4

APRIL 13, 2023  
COUNCIL ACTION

***Council will reconvene for the regular session. – 7:31 P.M.***

- E.        *Consideration and action regarding a liquor license for Obregon City Tacos, agent Miguel Herrera Martinez, located at 125 W Route 66.***

***Motion:*** To approve the application for a liquor license for Obregon City Tacos  
***Moved by*** Councilmember Payne, ***Seconded by*** Councilmember Cowen.  
***Motion passed unanimously***

- F.        *Consideration and action regarding the renewal of the Magistrate Employment Agreement with Adam Zickerman for another two years.***

***Motion:*** To approve the Magistrate Employment Agreement with Adam Zickerman for another two years.  
***Moved by*** Councilmember McNelly, ***Seconded by*** Councilmember Fritsinger.  
***Motion passed unanimously***

***RECESS INTO EXECUTIVE SESSION – 7:38 PM***

***Motion:*** To go into Executive Session  
***Moved by*** Councilmember Payne, ***Seconded by*** Councilmember Campbell.  
***Motion passed unanimously***

Pursuant to A.R.S. §38-431.03, the council will enter into executive session (A)(3) for discussion and possible action regarding potential next steps in light of the Corolla wastewater system report.

***RECONVENE TO REGULAR SESSION – 8:40 PM***

**VI.    REPORTS, CURRENT EVENTS, AND INFORMATION ITEMS**

**Mayor and Council –**

- Mayor reported that the council discussed the wastewater treatment plant and has directed staff and legal to move forward on several issues.
- Larry Hastings has been reassigned to the Planning and Zoning Commission.
- Work is in progress with the 2023/2024 Budget
- The golf course opened yesterday and looks great.

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

**PAGE 5**

**APRIL 13, 2023  
COUNCIL ACTION**

**Staff –**

- Tim noted that the IGA had been signed for the Route 66 project.
- Barbara noted two new hires within the finance department.
- Police Chief Wygal noted that the city is busy, and traffic is picking up.

**VII. ADJOURN 8:47 PM**

ATTEST:

\_\_\_\_\_  
Mayor Don Dent

\_\_\_\_\_  
City Clerk Pamela Galvan

**CERTIFICATION**

State of Arizona,     )  
                                  )     ss.  
Coconino County,     )

I, PAMELA GALVAN, do hereby certify that I am the Deputy City Clerk of the City of Williams, County of Coconino, State of Arizona and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on April 13, 2023. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 17th day of April 2023.

\_\_\_\_\_  
City Clerk Pamela Galvan