

## CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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DECEMBER 09, 2010  
COUNCIL ACTION

### ***I. PROCEDURES:***

- A. Call to Order Vice-Mayor Dent called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Councilman Bill Miller led the pledge of allegiance and Susan Kerley offered the invocation.
- C. Roll Call Vice-Mayor Don Dent, and Councilmen Bernie Hiemenz, Frank McNelly, Bill Miller, and James Wurgler were present and constituted a quorum. Councilman Lee Payne was absent.  
Present from City Staff were Interim City Manager/Finance Director Joe Duffy, Police Chief Herman Nixon, Public Works Director Glenn Cornwell, and City Clerk/Human Resources Director Susan Kerley. Kellie Peterson, City Attorney from Mangum, Walls, Stoop & Warden was present.
- D. Approval of Minutes Councilman Miller moved to approve the minutes of November 18 and November 22, 2010. Councilman Hiemenz seconded, and the motion carried 4-0.
- E. Adoption of Agenda Councilman Wurgler moved to adopt the agenda. Councilman Hiemenz seconded and the motion carried 4-0.

### ***II. PRESENTATIONS:***

- A. Presentation by Waste Management  
Bob Custer, Area Sales Director for the Southwest, and John Ryan, Northern Arizona Representative distributed and reviewed a booklet entitled, "Addressing Critical Financial Needs Through Privatization." Mr. Custer spoke, including the following points:
- Concerns of cities include long-term landfill facilities.
  - In the NW Arizona facility, about 10,000 tons of waste is processed daily.
  - They are aggressive about brining on employees who know the community and who live in the community.
  - Currently, they serve 6,000 homes out of Flagstaff.
  - Winslow just extended their contract by five years.
  - WM is starting a Waste to Energy program in which methane will be used to power 100% of their fleet.
  - Safety is the company's #1 priority, and their safety program is "6 Steps to Safety."
  - Councilman McNelly asked if WM is responsive to calls from customers reporting missed pick ups. Mr. Custer explained that their call center in Phoenix with a local phone number handles 20,000 – 25,000 calls each week from New Mexico and Arizona.
  - Councilman Wurgler asked if they would get an answer to how they would secure trash cans from the high winds that Williams sometimes experiences.
  - Joe Duffy added that the City will prepare an RFP and will share the date with WM

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**III. PUBLIC PARTICIPATION: None**

**IV. CONSENT AGENDA ITEMS:**

B. Approval of Purchase Orders: J. Duffy

C. Approval of Check Register for month ending November 30, 2010: J. Duffy

Councilman McNelly moved to approve the consent agenda items. Councilman Hiemenz seconded, and the motion carried 4-0.

**V. NON-CONSENT AGENDA ITEMS:**

D. Discussion and decision regarding City's alternative energy policies and procedures: J. Duffy

Joe Duffy reported that in Council's November 22<sup>nd</sup> Work Session, the following consensus was reached:

1. Direct Staff to work with K.R. Saline to develop alternative energy policies and procedures; and
2. Allow Grand Canyon Railway to install a 10 KW solar energy system with no bi-directional meter at this time.

Councilman Miller made a motion to approve these steps, and Councilman Wurgler seconded the motion. It carried 4-0.

E. Discussion and decision regarding waiving City's current policy regarding sewer line repair responsibilities and reimbursing Chuck Sandoval, owner of Sandoval's Conoco Station, for sewer repairs made in the public right of way.: J. Duffy

Chuck Sandoval filed a written claim, asking the City to pay for repairs on a severely blocked sewer line occurring right before the main in the public right-of-way. He has been dealing with this issue for 4-5 years. It is possible that the City could have run a camera down the line in years past and discovered the problem earlier. The sewer line is shared with the adjacent business. When the City did camera the line, pool balls and plastic were creating the blockage.

Councilman McNelly made a motion authorizing Joe Duffy to make an offer of \$4,000 to settle the claim. Councilman Wurgler seconded the motion, and it carried 4-0.

F. Discussion and decision regarding Computer-Aided Dispatch Upgrades and I-Leads Records Management system: H. Nixon.

Police officers are now doing double work. They enter their reports into the local computer system after each arrest. Then, when they take suspects to jail in Flagstaff, they must enter the reports again. The City would make an initial investment of \$12,000. The purchase of seven computers would be about \$10,000, training and installation about \$2,000. The annual maintenance cost will increase \$4,500, but the City will save a minimum of \$2,000 in fees currently being paid to PRN Computer Service to maintain the existing network. Saving money and getting the officers on the street more would be two outcomes.

Councilman Miller made a motion to approve purchase order #7463 to acquire these systems and computers. Councilman Wurgler seconded

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- the motion, and it carried 4-0.
- G. Accept transfer of Bearizona Blvd. from Bearizona to City of Williams and dedicate Bearizona Blvd. as a City street: G. Cornwell  
Glenn Cornwell explained that the transfer of Bearizona Blvd. was included in the Develop Agreement entered into by the City and Jentri, L.L.C. It is standard operating procedure with L.P.'s Excavating to have an engineering firm inspect projects they complete. The State contract warrants the construction for one year. After that, repairs would be the City's responsibility. Councilman McNelly made a motion to accept the transfer of Bearizona Blvd. and deed it as a City street. Councilman Hiemenz seconded the motion, and it carried 4-0.
- H. Discussion and decision regarding approval of permanent part-time maintenance position (20 hours/week): J. Duffy  
Joe Duffy said that while the City was keeping up with the janitorial work on all its facilities, it was becoming deficient on maintenance at the Forest Service Building. An employee who works with the Housing Authority was hired part-time and far exceeded expectations. Staff is asking Council to make this a permanent part-time position so that this employee can be offered benefits that accompany a full-time position since he would continue working 20 hours with the Housing Authority and 20 hours with the City. With his experience as a licensed contractor, he would be a great help with other City facilities. Councilman Wurgler made a motion to make this a permanent part-time maintenance position at 20 hours per week. Councilman McNelly seconded the motion, and it carried 4-0.
- I. Discussion of Revised Employee Manual: K. Peterson  
Kellie Peterson noted that quite a process has been followed to turn the City's two manuals, policies and procedures, into a one-stop tool. First, she met with Joe Duffy and Susan Kerley and then with the Policy Review Committee. She was impressed with the level of involvement shown by the employees. The goal is to make certain employees are treated fairly and understand the contents of the Employees' Handbook. Councilman McNelly suggested a Work Session to review the draft of the Handbook. Ms. Peterson will provide an Executive Summary of changes by the end of next week and will attend the Work Session. Joe Duffy suggested the 2011 Project List be considered at the same Work Session. He will email some January dates to Ms. Peterson and Council members so a date for the Work Session may be selected.
- J. Discussion and decision regarding approval of Baystone Financial Group's proposal to lease-purchase Fire Department's SCBA's: J. Duffy  
Joe Duffy contacted one other company for a bid but received no response from them. By using the lease-purchase plan, the City will save about one-half of the purchase price, originally estimated at \$250,000. Councilman Miller made a motion to approve the lease-purchase plan with Bay stone Financial Group for the self-contained breathing apparatus for the Fire Department. Councilman Wurgler seconded the motion, and it carried 4-0.
- K. Third Reading (of  
A motion was made by Councilman Hiemenz and seconded by

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three) of Ordinance 916 regarding the use of fireworks within municipal boundaries

Councilman Miler to read Ordinance 916 by name and title only. The motion carried 4-0.  
Joe Duffy read the Ordinance by name and title only. It was noted that the Attorney should change "\$10,000" on page three to "actual cost." This will be done before a decision on the Ordinance is made on January 13<sup>th</sup>.

**VI. REPORTS AND INFORMATION ITEMS:**

- A. Mayor and Council Councilman Wurgler reported that the inspection of the shooting range by the Forest Service resulted in their being impressed with the quality of work and maintenance on the facility. This is something we can be really proud of and continue to support.
- B. Staff Reports Joe Duffy asked everyone to enjoy the upcoming holidays. Glenn Cornwell plans to open the Rodeo Road extension on Tuesday after the traffic signs are installed. Jan Shirley from the Chamber of Commerce invited everyone to the annual holiday mixer at the Chamber on Friday night.

**VII. ADJOURN:**

Councilman McNelly made a motion to adjourn, seconded by Councilman Miller. The meeting adjourned at 8:26 p.m.

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Mayor John Moore

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City Clerk

ATTEST

