

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

**PAGE 1**

**FEBRUARY 28, 2013  
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 The group recited the pledge of allegiance, and Susan Kerley offered the invocation.
- C. Roll Call Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum. Mayor John Moore and Councilman Bernie Hiemenz were absent.  
  
Present from City Staff were Brandon Buchanan, City Manager, Interim Finance Director Julie Walker, Interim Water Superintendent Bill Pruett, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes February 14, 2013 Councilman McNelly asked that an addition be made to the February 14<sup>th</sup> minutes: Councilmen Dent and McNelly recused themselves from the Executive Session because of a potential conflict of interest with the second item. [*Addition to 2.14.13 minutes made February 15, 2013.*]  
  
Councilman Wurgler made a motion to approve the minutes with this change being made. Councilman Fritsinger seconded the motion, and it carried 4-0.
- E. Adoption of Agenda Councilman McNelly made a motion to adopt the Agenda as presented.. Councilman Payne seconded the motion, and it carried 4-0.

***II. PRESENTATIONS - NONE***

***III. PUBLIC PARTICIPATION - NONE***

***IV. CONSENT AGENDA ITEMS***

- A. Approval of Purchase Orders: J. Walker

Councilman Fritsinger made a motion to approve the Purchase Orders as presented.  
Councilman Payne seconded the motion, and it carried 4-0.

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

- B. Council may approve purchase of carbon for Water Treatment Plant: B. Pruett Bill Pruett explained that carbon was installed on filters approximately 18 months ago. The carbon lasts about a year before it begins to lose its effectiveness. The carbon improves the taste and odor of the water while it reduces chlorine by-products. This item was somehow left out of our budget, but it will be included in the future. Staff recommended that the bid of \$17,450 from Siemens Industry be accepted because the City has used this firm in the past and is confident in its product.  
  
Councilman Wurgler made a motion to approve the purchase of carbon from Siemens Industry for \$17,450. The motion was

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

PAGE 2

FEBRUARY 28, 2013  
COUNCIL ACTION

seconded by Councilman McNelly, and it carried 4-0.

- C. Council may approve Golf Course Management Contract document:  
B. Buchanan

The material changes to the Golf Course Management include:

- Clarifies and strengthens language regarding the contractor working with the City Manager as representative of the City.
- Language regarding operation of the hospitality cart was generalized to allow for more frequent operational times, requiring operation during Operating Hours of the Course.
- Number of carts was reduced to reflect the current inventory.
- Notice period for termination of contract reduced from 90 days to 45 days.
- The inventory the City is required to purchase upon termination of the contract was reduced from \$30,000 to \$20,000. Additional language allows for increase of purchase amount if City and Golf Course Manager so desire.

Brandon Buchanan has reviewed these changes with City Attorney Kellie Peterson.

Councilman Dent suggested that, if the 45-day termination notice becomes a sticking point in the negotiations, the City Manager be given the latitude to stay with the earlier requirement of 90 days.

Councilman McNelly made a motion to approve these changes to the contract. Councilman Payne seconded the motion, and it carried 4-0.

- D. Council will hear Committee's recommendation and may award the professional Golf Course Management Contract for the management of Elephant Rocks to one of five finalists:  
Golf Selection Committee

Brandon Buchanan explained that the Golf Course Selection Committee reviewed 6 proposals, interviewed 5 candidates, and met with them at a social event last Monday night. After the completion of this process, the Committee recommended offering the contract to Scott Little, PGA.

Susan Kerley was asked to read some of the comments made by the references she telephoned:

- He works hard, is bright with a nice personality, is engaging, and is always thinking of new ideas. He is an excellent golfer, competitive but not mean-spirited. Great family man.
- He fits in anywhere because of his relationship-building skills. Really honest guy – good dude. Respects Scott & his wife for adopting children and creating a loving environment for them.
- As a manager, he ran a great operation. He takes everything in stride. He's a good family man and a good guy.

Councilman McNelly made a motion that the City offer a contract to Scott Little for the management of Elephant Rocks. Councilman Payne seconded the motion, and it carried 4-0.

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

**PAGE 3**

**FEBRUARY 28, 2013  
COUNCIL ACTION**

**VI.        *REPORTS AND INFORMATION ITEMS:***

E.    Mayor and Council      Vice Mayor Dent thanked Brandon Buchanan and Susan Kerley for their work that made the recruiting and selection of a golf pro a smooth process.

F.    Staff Reports              Brandon Buchanan said that the transparency requirements will be on a short timeline. He will work with our software vendor to make the changes necessary to accomplish transparency.

**VII.       *ADJOURN:***              Councilman Payne made a motion to adjourn, and it was seconded by Councilman McNelly. The meeting adjourned at 7:16 p.m.

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Mayor John Moore

ATTEST:

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City Clerk