

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

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**NOVEMBER 14, 2013  
COUNCIL ACTION**

***I. PROCEDURES:***

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Buck Williams led the pledge of allegiance, and Ruth Sanzari offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Frank McNelly, Lee Payne, and James Wurgler were present and constituted a quorum.  
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.  
Rick Counts, Counts Planning, and City Attorney Kellie Peterson were present.
- D. Approval of Minutes Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.  
October 24, 2013

***II. PRESENTATIONS***

- A. Representatives of Kaibab Forest Service will update Council on the (DEIS) Draft of Environmental Impact Statement and their close-out for this fire season.  
Holly Krake, Tony, Marcos, and Richard provided updates on the Bill Williams Mountain Restoration Project and the prescribed fire burns.
- The Supplemental Draft Environmental Impact Statement clarifies elements of the project, including treatments, consistency, and a change from an appeal to an objection process. A 45-day comment period has begun, and it ends on December 23<sup>rd</sup>. They plan to complete the final draft by spring, have it signed in fall of 2014, and implement it in spring of 2015.
  - 1, 536 acres have been completed this fall, and the burn window is still open. So far, the fires have accomplished established goals.
  - For information, call the KNF Fire Line at 928.635.8311, check their website or follow them on Twitter.

***III. PUBLIC PARTICIPATION - None***

***IV. CONSENT AGENDA ITEMS***

- B. Approval of Purchase Orders: K. Buonocore Councilman Fritsinger made a motion to approve the Consent Agenda Items (B. and C.) as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- C. Approval of Check Register for Month Ending October 31, 2013: K. Buonocore

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V. **CONVENE TO PUBLIC HEARING**

Councilman McNelly made a motion to convene to Public Hearing. The motion was seconded by Councilman Fritsinger, and it carried 6-0.

Pursuant to A.R.S. 9-462.06.C.1.(c), the public will be heard on its comments regarding: City of Williams 2013 General Plan Update.

*There were no comments from the public.*

*Rick Counts, Counts Planning, explained that this has been a 10-month process. The Plan incorporates input from the community and action steps – short, mid- and longer-range.*

*Various agencies were contacted with a 60-day review copy. Some agencies and individuals responded. The Planning and Zoning Commission recommends adoption of the Plan with the inclusion of four major points suggested by the Coconino County Health Department.*

**RE-CONVENE TO REGULAR SESSION**

Councilman McNelly made a motion to return to Regular Session. The motion was seconded by Councilman Wurgler and carried 6-0.

VI. **NON-CONSENT AGENDA ITEMS**

- D. Council may discuss and determine whether to adopt the City of Williams 2013 General Plan: Rick Counts, Counts Planning  
Councilman Fritsinger made a motion to table this item until the next Council meeting on December 12, 2013. The motion was seconded by Councilman Dent, and it carried 6-0.  
Mayor Moore cautioned that Council Members should do an immediate review and submit any changes by mid-week to Brandon Buchanan, who will send them to Mr. Counts.
- E. Council may approve Application for a Special Event License by the Williams-Grand Canyon Chamber of Commerce for their membership holiday mixer on Friday, December 13, 2013 at the Chamber of Commerce, 200 W. Railroad Ave.: S. Kerley  
Mayor Moore explained that, because they give away liquor to their members, they are required to have Special Event Licenses for their mixers.  
Councilman Fritsinger made a motion to recommend approval to the Department of Liquor Licenses and Control. Councilman McNelly seconded the motion, and it carried 6-0.
- F. Council may approve an updated Intergovernmental Agreement for the Use of Williams Senior Center by  
Councilman Dent made a motion to approve the IGA between the City and Coconino County for use of the Senior Center. Councilman Payne seconded the motion, and it carried 6-0.

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Coconino County:  
B. Buchanan

- G. Council will discuss and may determine whether or not to execute an Extension of Lease Agreement for Soaring Eagle Ziplines: B. Buchanan

Logan Checketts explained that demand did not meet their expectations this past season, and they are learning why:

- Missed front end of the season
- Missed some Grand Canyon tourists they thought they would get
- The monsoons were a big deal – severe and consistent
- They did not understand how difficult it is to put billboards in this area

They have good plans for marketing going forward. If their contract is renewed, the up-front fee would be due to the City on March 15<sup>th</sup> before operations begin with the same terms as this year.

Councilmen Dent and Payne raised questions concerning breakage of a line and safety when lightning is approaching. Checketts replied that being broken down is not common, but lightning caused some problems. They have an established storm perimeter to trigger closing down when lightning approaches.

John Holst commented that the appropriate process was not followed when the original contract was approved. Planning and Zoning and the Historic Commission were by-passed. He said that there needs to be discussions before considering renewal of the contract, and he doesn't think Council needs to carry on with the lease.

Councilman Wurgler made a motion to decline to renew the contract. Councilman Dent explained that he has concerns about the Historic District and the City's parking lot. He seconded the motion, and it carried 4-2.

- H. *(Tabled from 10/24/13)* Council will discuss and may make decisions regarding changes to City Code, Title 2 – Administration: B. Buchanan

Councilman Dent made a motion to accept the changes to Title 2 and to direct Staff to prepare an ordinance for the next Council meeting. Councilman Fritsinger seconded the motion, and it carried 6-0.

**VII. REPORTS AND INFORMATION ITEMS:**

- I. Mayor and Council      Mayor Moore reminded everyone that there is only more Council meeting this year. Several employees asked him to thank Council for the bonus checks that were distributed on November 7<sup>th</sup>.
- J. Staff Reports              None

**VIII. CONVENE TO EXECUTIVE SESSION**

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*EXECUTIVE SESSION*

Councilman McNelly made a motion to convene to Executive Session. It was seconded by Councilman Payne and carried 6-0

*Pursuant to A.R.S. 38-431.03 A- 1. City Council will review employment contract with Brandon Buchanan, City Manager.*

*RE-CONVENE TO REGULAR SESSION*

Regular Session was reconvened at 8:10 p.m.

- K. Council may make decisions related to the matters discussed in Executive Session:  
J. Moore

Councilman Fritsinger made a motion to accept an addendum to Brandon Buchanan’s contract. Councilman Dent seconded the motion, and it carried 6-0.

**IX. ADJOURN:**

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 8:11 p.m.

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ATTEST:

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Mayor John Moore

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City Clerk

