

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

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**AUGUST 14, 2014  
COUNCIL ACTION**

**I. PROCEDURES:**

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Pledge and Invocation Patrol Officer Anderson led the pledge of allegiance, and George Glenn offered the invocation.
- C. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, and Lee Payne were present and constituted a quorum. Councilmen Frank McNelly and James Wurgler were absent.  
  
Present from City Staff were Brandon Buchanan, City Manager, Police Chief Herman Nixon, Finance Director Keith Buonocore, Public Works Director, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes July 24, 2014 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 4-0.

**II. PRESENTATIONS**

- A. Introduction of two new police officers by Police Chief Herman Nixon: Tim Magnuson and Anthony Ryan.  
  
Chief Nixon introduced these two as our newest officers. Tim Magnuson has more than 20 years of service in Utah, and Anthony Ryan has more than 9 years of service with Flagstaff Police Department. He said they are great fits for the Department and welcomed them here.

**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 as presented. Councilman Hiemenz seconded the motion, and it carried 4-0.
- C. Approval of Check Register for Month Ending July 31, 2014: K. Buonocore

**V. NON-CONSENT AGENDA ITEMS**

- D. Council may recommend approval of a Series #10 (wine and beer) Liquor License for Dollar General Store #14146: S. Kerley Susan Kerley reported that the notice of license application had been posted for the required 20 days, and no responses, either positive or negative, were received. Councilman Fritsinger asked if selling liquor had always been on their agenda. Clare Abel, representative for Dollar General, indicated that they have liquor licenses in 20 states and just now are doing them in Arizona. Councilman Fritsinger made a motion to recommend approval of this license to the Department of Liquor Licenses, and it was seconded by Councilman Dent. The motion carried 4-0.
- E. Council will consider and may Mayor Moore said that there are two vacancies on the Golf Committee. Gil Hoffman was available for questions. Councilman

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make the following appointments:

Golf Committee:  
Marci Freshour and  
Gill Hoffman  
Parks and  
Recreation  
Commission:  
Rodger Ely

Dent made a motion to appoint Marci Freshour and Gil Hoffman to the Golf Committee to fill vacancies created by the resignations of Brian James and Tom Hughes. Councilman Hiemenz seconded the motion, and it carried 4-0.

Councilman Fritsinger made a motion to appoint Rodger Ely to the Parks and Recreation Commission. Councilman Payne seconded the motion, and it carried 4-0.

- F. Council will review and may approve the lease agreement and Independent Contractor Service Agreement for Jason Engelke to provide Airport Maintenance Coordinator services: B. Buchanan

Jason Engelke introduced himself, saying he now works with Grand Canyon Airlines. He has quite a few people ready to get hangars here. He will provide mechanical service, weed-eating and snow-plowing. He is an aircraft mechanic, not a pilot. He has two guys who will work part-time as needed.

Brandon Buchanan explained that we are on track to get 10 hangars next spring. In exchange for the use of one hangar, Jason will do maintenance work – what the City Staff is doing now, such as weed eating and changing light bulbs. This will take a big burden off Staff.

Councilman Dent made a motion to approve the Agreement with Jason Engelke, trading hangar space for maintenance duties. Councilman Fritsinger seconded the motion, and it carried 4-0.

- G. Council will consider and may approve the purchase of new vehicles: B. Buchanan

Brandon Buchanan said that both new vehicles were included in the 2014-2015 budget. Chief Nixon is graciously allowing us to use one vehicle for the time being and give it to the Police Department in the spring. He is tasking Kyle Christiansen with identifying vehicles to cycle out.

Councilman Payne made a motion to approve the purchase of these two new vehicles, and the motion was seconded by Councilman Hiemenz. The motion carried 4-0.

- H. Council will consider and may approve purchase of software for the transfer station: K. Christiansen

Brandon Buchanan said this is a first step, getting software for the Transfer Station that will link with our finance software. The second step will be adding more of that system, including units in trucks with maps and records for each route. Without available data, drivers who are attempting to be helpful to customers may provide services and/or equipment that never gets reported or billed, resulting in lost revenue.

Councilman Payne made a motion to approve the purchase of software for the Transfer Station. Councilman Fritsinger seconded the motion, and it carried 4-0.

**VI. REPORTS AND INFORMATION ITEMS:**

- I. Mayor and Council Mayor Moore mentioned that Arizona League Conference starts on

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Tuesday.

J. Staff Reports

Brandon Buchanan said that he got with ADOT and should get the financial loan documents to be signed in a week or so for the hangar project. He has several meetings scheduled during the League Conference, including one with WIFA to finalize the loan for water supply projects. He added that he is immensely proud of the work everyone's done with the new building at the Transfer Station. Jeff Pettit thanked Brandon Buchanan, Kyle Christiansen, and members of the Maintenance Department for pitching in to help with their new building.

Kyle Christiansen handed out water reports from a Quality Water co. and an update on projects that have been completed.

**VII. ADJOURN:**

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Payne. The meeting adjourned at 7:26 p.m.

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Mayor John Moore

ATTEST:

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City Clerk