

CITY OF WILLIAMS CITY COUNCIL

**ANNOTATED MINUTES
AGENDA ITEM**

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**OCTOBER 23, 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 Police Chief Herman Nixon 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, 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, Public Works Director Kyle Christiansen, and City Clerk/HR Director Susan Kerley.
- D. Approval of Minutes October 9, 2014 Councilman Fritsinger made a motion to approve the minutes as presented. Councilman Hiemenz seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman Payne made a motion to adopt the Agenda as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

II. PRESENTATIONS - NONE

III. PUBLIC PARTICIPATION

- Students from Mrs. Walker's Class at Williams High School were in attendance to satisfy requirements for their class in government. They included Miranda Baldosky and Courtney Fritsinger, who is also Chairperson for the Mayor's Youth Advisory Group.

IV. CONSENT AGENDA ITEMS

- A. Approval of Purchase Orders: K. Buonocore

Councilman Dent made a motion to approve the Purchase Orders as presented. Councilman Fritsinger seconded the motion, and it carried 6-0.

V. NON-CONSENT AGENDA ITEMS

- B. Council will review and may approve Request for Proposals for Water Meter Replacement Project: B. Buchanan
- Brandon Buchanan said that this is one of the projects to be funded with the \$3.5 million WIFA loan that we've secured. He provided information to Council in his Staff Report and was open to questions. When asked if we were going to a newer type of meter, he replied that we plan to install Sensus IPERL or equivalent meters. The meters will be networked so they can be read by a single receiver here at the City Office each month. The system also has the ability to provide more detail on usage in the event of a suspected leak or other problem than older meters. The new meters will require less staff time and will allow our meter reader to maintain the system and to spend more time working with the Water Department maintenance crew. These meters are American-made and are considered to be reliable. They have no moving internal parts that measure the flow.

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This meter was the common recommendation from vendors. The meters can be bought through State contract, and they will be installed according to industry standards along with valves. There will be a good deal of ancillary work to increase efficiencies.

Kyle Christiansen noted that a third party may be used to ensure that installation of the meters is satisfactory.

Brandon Buchanan said the system will use a signal transmitted by towers installed at City Hall, the Fire Department or a high spot at some other location. To determine how many towers are needed, the supplier will perform an on-site analysis, making certain there are no signal dead spots.

Part of the proposal process is finding out what each vendor will need to do to determine how much equipment will be needed to accomplish the desired outcomes. Hopefully, this will eliminate the need for extensive change orders. The estimate for meters alone is \$400,000 - \$500,000.

It will be determined if background checks for vendor's employees will be required because of the use of federal funds.

The meters should be good for 20 years and will include equipment so we can do testing here. Hopefully, we'll be able to purchase them outright as these wear out. For all equipment, as the budget allows, we need to start putting aside money so we can write a check for capital purchases rather than having to secure a loan.

Kyle Christiansen said he believes the prime contractor will be a larger company that will hire subs, perhaps local ones. Contractors have already negotiated their rate with WIFA on similar projects in other communities. Rates are subject to the Davis-Bacon Act.

Questions were raised by Council, relating to stock, or boilerplate, language.

Brandon Buchanan ran this RFP by WIFA. WIFA made minor changes. He will remove the stock language from the RFP that is not applicable to Williams' specific situation. The purpose of the RFP is to set out what we're trying to accomplish and asking contractors what they will be doing to get us to that goal. After the proposals are received and a contractor is selected, a contract that spells out exactly what will be done will be drawn up.

Mayor Moore added that it looks like a federal government-type contract, and he's not sure we can vacate or get around a lot of the language. He's not sure we can do a whole lot of changing.

Councilman Wurgler made a motion to approve the Request for Proposals for water meters. Councilman Hiemenz seconded the motion, and a roll call vote was taken:

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Councilman Dent	Yes
Councilman Fritsinger	Yes
Councilman Hiemenz	Yes
Councilman McNelly	Yes
Councilman Payne	Yes
Councilman Wurgler	Yes
Mayor Moore	Yes

The Request for Proposals was unanimously approved.

VI. REPORTS AND INFORMATION ITEMS:

- C. Mayor and Council Mayor: We were going to fly down to visit with the Havasupai Tribal Council. Now, they are planning to be here. We will see them at 1:00 p.m. at Rod's on the 31st.
- D. Staff Reports Susan Kerley distributed to Council a letter from the Chairman of the Havasupai Tribal Council and evaluation forms for the City Manager. She asked that the evaluation forms be returned to her by October 30th or 31st so she can prepare the summaries before the November 13th Council meeting.
Kyle Christiansen handed out a visual aid on Dogtown I. They now have about 3,000' of pipe in the hole. They will be sending a camera down to discover the cause of the obstruction. They have been able to drill down to 3,203'.

VII. ADJOURN:

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz. The meeting adjourned at 7:43 p.m.

Mayor John Moore

ATTEST:

City Clerk