

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

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FEBRUARY 14, 2019
COUNCIL ACTION

I. PROCEDURES

Call to Order 7:01 PM

Mayor Moore called the meeting to order.

A. Pledge and Invocation

The pledge of allegiance was recited and Barbara Brutvan provided the invocation.

B. Roll Call 7:02 PM

Present: Mayor John Moore, Vice-Mayor Don Dent, Council Member Bernie Hiemenz, Council Member Frank McNally, Council Member Dawn Trapp, Council Member James Wurgler.

Absent: Council Member Lee Payne.

Present from City Staff, Police Chief Herman Nixon, Keith Buonocore Interim City Manager/Finance Director and Deputy City Clerk Sue Bennett.

C. Approval of Minutes: January 24, 2019 7:02 PM

Motion: *To approve the minutes from January 24, 2019*

Action: *Approve*

Moved by Vice-Mayor Don Dent, Seconded by Council Member Bernie Hiemenz.
Motion passed unanimously

D. Adopt Agenda 7:03 PM

Motion: *To approve the agenda as presented*

Action: *Approve*

Moved by Council Member Bernie Hiemenz, Seconded by Council Member James Wurgler.

Motion passed unanimously

II. PRESENTATIONS – None

III. PUBLIC PARTICIPATION – None 7:03 PM

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders: K. Buonocore 7:03 PM

B. Check register for month ending January 31, 2019. 7:03 PM

Council Member McNelly asked about the Babbit Ford purchase in the amount of \$72,000. Keith stated it was for the purchase of five new trucks for various departments within the City.

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Motion: *To approve consent Agenda items*

Action: *Approve*

Moved by Council Member Frank McNelly, Seconded by Council Member Bernie Hiemenz.

Motion passed unanimously.

V. **NON-CONSENT AGENDA ITEMS**

C. **Second reading of Ordinance No. 971 regarding the Mobil Food Vendors. 7:04PM**

Motion: *To read Ordinance No. 971 by number and title only.*

Action: *Second reading*

Moved by Council Member Frank McNelly, Seconded by Council Member Bernie Hiemenz.

The Deputy City Clerk read Ordinance No. 971 by number and title only.

The third and final reading will be at the next City Council meeting.

D. **Council may discuss and take action with the low bid from LP Excavating for the Grand Canyon Blvd. improvements project, in the amount of \$1,493,250.26, and award them the construction contract. 7:05 PM**

Mayor Moore discussed the recommendation from Woodson Engineering and Staff after their review and consideration of bids to approve the bid from LP Excavating from the other 5 bids. Council Member McNelly stated that he was very happy to award this contract to a local business. LP Excavating has a good reputation and does a good job in our City.

Motion: *To approve the Bid from LP Excavating for the Grand Canyon Blvd improvements and award them the construction contract.*

Action: *Approve*

Moved by Council Member Frank McNelly, Seconded by Councilmember Bernie Hiemenz.

Motion passed unanimously.

E. **Council will receive report and discuss the Storm Water Master Plan. 7:06 PM**

Brief summary regarding Storm Water Master Plan by Mike Janes from Woodson Engineering. Binders distributed to Council of the (Draft) Storm Water Master Plan. The City to his knowledge has never been mapped or surveyed. The City wanted to have it evaluated to properly understand the system, evaluate the condition and evaluate the accuracy of the system. Woodson Engineering documented the existing run offs around most of the City and the existing infrastructure conducting a basic broad overview. Mike

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explained a little how the storm system works using maps to show the different locations. Generally, the basins run from South to North, all the basins generally discharged to Cataract Creek with the exception of Pine Creek. Only deficiency is that Cataract Creek cannot handle a 100-year Storm. Overall, our current system is generally in good condition, just general cleaning and maintenance on current gratings and culverts. Mayor and Council would like a week or so to review the plan and schedule this for the 28th Council Agenda. In the meantime, if Council has any additional questions or would like to make any changes be sure to contact Staff and they will contact Woodson Engineering.

Council Member McNelly asked if having this plan in place would eliminate any mandates from the County. Woodson stated that the City manages their own Flood Plan and does not submit to County.

F. Council may discuss and take action with the Arizona State Railroad Museum Foundation transaction. 7:17 PM

Mayor Moore gave a brief summary regarding the purchases of railroad equipment for the Museum. This was setup to have purchases run by the City Manager for approval before purchases were made. Mayor would like to handle this internally. Later this week Vice-Mayor Dent and Mayor will meet with Al Richmond. Agreement was to hold off any other purchases until we meet with Al Richmond and establish where this project goes based on our Grant and allowances.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

Mayor and Council: 7:19 PM

Mayor Moore invited John Haro from APS to come in to discuss the system that would give the City the information necessary to obtain customer data base information. This discussion is strictly to obtain a consensus among the Council to move forward with obtaining this system roughly \$100,000, which the council cannot vote on today, just needing a consensus to have APS to move forward. It would take roughly around 90 days or more to accumulate the data and to download into our system and allow us to read the reports. John Haro briefly discussed the system, this data has an enormous amount of information that our system will need to decipher into reports, and this is the reason for the new system software. We currently receive a download document that APS sends us each month with customer information but not current information. This is the first step in getting the ability to obtain current usage information and customer balances. With this system, it will allow us to setup our system to prepare what information from their data we need to create our own billing. Mayor Moore discussed that we had other options such as reading meters, or having an employee from APS in our office, but this is moving backwards not forward. Consensus was to move forward.

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Mayor Moore informed the group that Rose Newbold Parks & Recreation Director would be retiring effective March 8, 2019. Mayor has asked that council be part of the Parks & Recreation hiring process. Mayor assigned Council Member Trapp and Council Member Payne to work with Staff as liaisons for selecting the new Parks & Recreational Director.

Mayor Moore will work with City Staff next week to move forward on preparing notices and description for a New City Manager.

Mayor Moore discussed that in the past Council has gone on retreats and to discuss Budget. He would like to continue that this year but as a ½-day retreat. Council Member Trapp would like to address some of her ideas on our current budget.

Work session will be scheduled with Fire Department and Police Chief to discuss their short-range plans.

Policy will be another issue we will address. Start looking at policies and get them down in writing. Our ordinances have been updated and the Mayor hopes to work with staff to see if we can get our current policies in writing.

Retired Fire Chief Chase Pearson to present an award to Retired Assistant Chief John Moede for his instrumental work with the community and the Fire Department.

Staff Reports: 7:39 PM

Police Chief Herman has been in contact with Timber Tom will be setting up time to discuss the current weather situation and the road conditions with the lumber trucks.

Fire Chief stated that they have requesting through security grants 24 radios they will supply six. Woods fire district meeting with Sherwood forest consolidation to occur there. Looking into our contract to see if they want us to assist but with a rate increase. Looking forward to Medical direction, our MD and Paramedics are unable to do anything with Medical direction, which involves procedures and policy, once available will forward to our Lawyers. Currently have a new records management in order to monitor all volunteer hours.

Vice-Mayor Dent attended a presentation from Heather Herman presented to the local community where a local asked how do we get this information. Heather stated that she presents to Council every quarter. Vice-Mayor Dent is concerned that the information stops here, we need to communicate to the community via either our Website or other means. He is asking staff to look at how we could be communicate this information to our local community better.

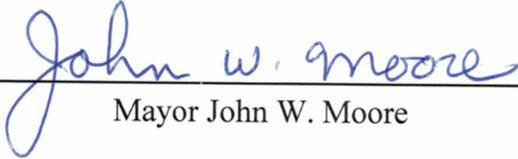
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VII. ADJOURN 7:45 PM



Mayor John W. Moore

ATTEST:



Deputy City Clerk

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CERTIFICATION

State of Arizona,)
) ss.
Coconino County,)

I, SUE BENNETT, do hereby certify that I am the Deputy City Clerk of the City of Williams, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on February 14, 2019. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 15th day of February 2019.



DEPUTY CITY CLERK