

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES PAGE 1
AGENDA ITEM

APRIL 9, 2020
COUNCIL ACTION

I. PROCEDURES

A. Call to Order 7:00 PM

Mayor Moore called the meeting to order.

B. Pledge of Allegiance and Invocation

The pledge of allegiance was recited the invocation was forgone.

C. Roll Call

Present: Mayor Moore, Vice Mayor Don Dent, Council member Mike Cowen (arrived at 7:01), Council member Bernie Hiemenz, Council member Frank McNelly, Council member Lee Payne, and Council member Dawn Trapp.

Present from City Staff, City Manager Chase Waggoner, Chief Herman Nixon, and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes for Emergency March 19, and Regular March 26, 2020 meeting.

Motion: *To approve the Minutes of March 19, and March 26, 2020 as presented.*

Action: *Approved*

Moved by *Vice Mayor Dent, Seconded by Council member Hiemenz.*

Motion passed unanimously.

E. Adopt Agenda

Motion: *To adopt the agenda as presented.*

Action: *Adopted*

Moved by *Vice Mayor Dent, Seconded by Council member Hiemenz.*

Motion passed unanimously.

II. PRESENTATIONS – None

III. PUBLIC PARTICIPATION – Andy Bhakta came this evening to follow up on his previous requests to Council on behalf of all the business owners in town. He was inquiring as to what Council had been doing in the last two weeks since his request for relief of utilities.

- *He said that he had actually reached out to organizations and doesn't feel he should have to for the city.*

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- *He wants the Council to step up, and is of the opinion that there has not been any progress. He wants to see progress.*
- *He spoke of expanding the town. He feels things are stuck. He began business here because he likes Williams. He wants to see something positive coming out of the City Council.*

Mayor Moore asked Mr. Bhakta for a copy of the petition with signatures. The petition is asking for relief from property taxes and all the utilities.

- *Andy doesn't feel he should have to be going around getting a petition circulated. He feels the city should honor the request for relief and it is not just for him, but also for the people.*
- *He spoke of the lack of revenue that the city is going to see, and how it is hotels and restaurants, etc. that provide it. He has not seen the revenue go up in the town. The business owners work hard to bring the customers here since the loss of the chamber of commerce.*
- *Lastly he spoke of the city's water quality and how bad it is. He referred to it as mud water, and how he has to change his water filter every month.*

IV. CONSENT AGENDA ITEMS

A. Approval of check register for month ending March 31, 2020.

Check #199651 to Woodson for the Million Dollar Tank was inquired upon. It was noted that the cost could be due to the fact that the tank location was moved, so there would be double the hours put into this project.

Motion: *To approve Consent Agenda items.*

Action: *Adopted*

Moved by *Council member McNelly, Seconded by Council member Cowen.*

Motion passed unanimously.

V. NON-CONSENT AGENDA ITEMS

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- B.** Council may discuss and take possible action in the adoption of a Fraud Prevention Policy for the City of Williams. ***Tabled from March 12, 2020 meeting.***

Mayor Moore noted that this had been previously discussed and toughly explained to Council, and now asks Council what action they would like to take.

Vice Mayor Dent noted that Police Chief Herman Nixon was asked to take a closer look into this. There was concern as to the way it was drawn up with having a committee of the finance director, the city manager and a couple of others to do an investigation if necessary. He is in agreement with Chief Nixon in that if an investigation is started through a committee without a real investigator doing it, who knows what they are doing, that half of the actual evidence may be ruined by the time a committee might determine if there is an actual fraud case or not.

We currently have an anonymous tip line that goes to the Chiefs office he is the only one that answers the calls to the line. Vice Mayor would like to adopt a fraud policy to put into our manual that states, any fraud that any employee or citizen believes is taking place that they report it to the tip line. The Chief of police will decide who is going to determine who is going to investigate and handle it, so that it is done correctly.

The City Manager noted that we have a Finance and Accounting policy and procedure manual. The auditors are recommending that a fraud policy be added to it.

There was further discussion on the policy and how it could be handled, i.e. possibly through another agency if necessary to avoid conflict of interest. DPS is who we have typically turned to for outside investigations in the past.

Council member Trapp mentioned a third-party whom she recently hired called Searchlight.

Council would like a policy drawn up to the effect, which individuals go to the police chief for investigation.

Motion: *To go into Executive Session*

Action: *Approved*

Moved by *Council member Payne, Seconded by Council member Hiemenz.*

Motion passed unanimously.

CONVENE TO EXECUTIVE SESSION – 7:20 PM

Pursuant to A.R.S. § 38-431.03 (A). (1), Council will review job performance evaluation for City Manager Chase Waggoner.

Motion: *To go back into Regular Session*

Action: *Approved*

Moved by *Council member Hiemenz, Seconded by Council member Cowen.*

Motion passed unanimously.

RE-CONVENE TO REGULAR SESSION – 8:12 PM

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

Mayor and Council

- *The Salvation Army is using the rodeo barn to deliver and distribute food to residents in need. Monday is their delivery day, followed by Tuesday, Wednesday and Thursday, if necessary, as distribution days.*
- *Sylvia Allen delivered a gift basket over to the clinic.*
- *Rumors have been circulating online about viruses in town that are untrue.*
- *Council member Trapp noted that Camp Civitan will be distributing lunch at approximately 11:30 to 1:30, and dinner drive-by this coming Friday at the Recreation Center.*
- *Mayor has asked Vice Mayor Dent, Council members Hiemenz and Cowen to get with finance and to look at the financials and consider how we might need to proceed in the future. Regarding Mr. Bhakta's request, and in light of the current pandemic, the city is not going to be in any position of being able to offer financial assistance based on the lack of sales and utilities revenues. Vice Mayor Dent suggested that we might put an ad in the paper to let the public know that we are following the same guidelines and protocols like all other cities in this state. If people can't pay their utilities they are not going to be turned off, but it doesn't mean we are waiving the charges, they will still need to pay them in the future. No city is waiving their utility usage or the property taxes to its citizens.*

The last 20 minutes moved into emergency management of the city, its finances, and what that might look like for the remaining of the meeting.

- *Furloughs vs. layoffs*

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- *Use of accrued sick and vacation time*
- *State revenues*
- *Credit card usage*

Vice Mayor Dent noted that these and other items will be addressed with finance and the appointed Council group.

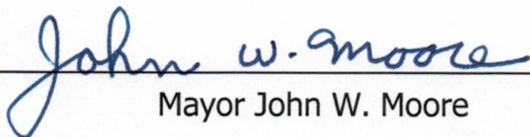
Council member McNelly wants to request and recommends a letter of commendation for ranger Douglas Mollet and Matt Georgeff from the forest service, for their hard work, attentiveness, and their understanding of how important this was to the city.

Council member McNelly also inquired on reimbursements requests for emergency first responders' funds. The City Manager noted that we are currently tracking all of our expenses related to COVID-19.

He also mention of hearing about monies being put aside for municipalizes and states. Perhaps we should reach out to our senators via letter to encourage their support in obtaining reimbursements.

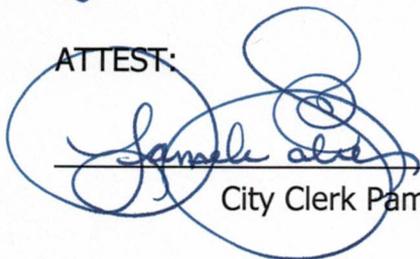
Staff - None

VII. ADJOURN – 8:34 PM



Mayor John W. Moore

ATTEST:



City Clerk Pamela Galvan

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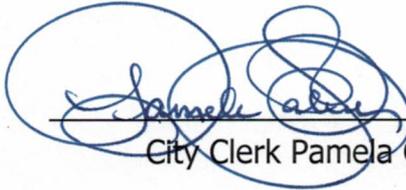
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CERTIFICATION

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

I, PAMELA GALVAN, do hereby certify that I am the 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 April 9, 2020. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 10th day of April 2020.



City Clerk Pamela Galvan