

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

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FEBRUARY 13, 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 and George Glen provided the invocation.

C. Roll Call

Present: Mayor John W Moore, Council member Bernie Hiemenz, Council member Frank McNelly, Council member Lee Payne, and Council member Dawn Trapp.

Absent: Vice Mayor Don Dent and Council member Mike Cowen.

Present from City Staff, City Manager Chase Waggoner, Interim Finance Director Barbara Ashley, Police Chief Herman Nixon, and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes for January 23rd, 2020.

Motion: *To approve the Minutes of January 23^d, as presented.*

Action: *Approved*

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

Motion passed unanimously.

E. Adopt Agenda

Motion: *To adopt the agenda as presented.*

Action: *Adopted*

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

Motion passed unanimously.

II. PRESENTATIONS – Greater Williams Community Funds Barbara Brutvan is providing their annual update.

Barbara Brutvan came to remind everyone of the Greater Williams Community Funds existence and what has transpired since last year.

- They have funded 11 grants in 2019.
- Eleven organizations in the community received funds to operate their projects.

- The grants totaled \$9,700.00 dollars last year. They would like to see it get up to \$10,000.00 and greater.

Last year they funded meals at the senior center and the school mentoring program, Big Brothers, Big Sisters, and the Kinder Camp just to name a few. This is all made possible because people have given to Williams Greater Community Fund over the years, locally and abroad. Since its inception through the end of 2019, the fund is in excess of \$255,000.00 dollars. The grant total is just under \$100,000.00 dollars.

A couple of dates to know, there is a grant workshop next Tuesday at Walker Hall in St. Johns. The grant applications this year are open from March 9 through March 30th.

The Greater Williams Community Fund are planning a grant presentation on Thursday, June 11 and it will correspond with Williams Founders Day which is June 14th, 2020. Since the fund is prohibited from having raffles, bake sales etc. the fund is allowed to ask for and encourages all to donate. They have a yearly appeal in May coming up and will likely engage local businesses to donate.

- Grants must benefit the community. The application asks how and who is the grant going to benefit in Williams.
- The donations are tax deductible.

III. PUBLIC PARTICIPATION – None

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders.

B. Approval of check register for month ending January 31, 2020

Council member Payne inquired on two checks (99151 and 99174) issued for Flag Landscaping.

Mayor Moore inquired on our total expense to Flag Landscaping.

- The two checks issues are approximately half of the total cost to Flag Landscaping. We pay 50% when it all goes up, and 50% when it is all removed.
- Mayor Moore would like to see the total expenses for the Christmas tree and decorations. It is noted to be roughly \$55,000.00 per year.

He asked if this is our last year contracted; yes, was the reply. This was the final year of the contact with them.

- Council member Trapp inquired on check 99175 to Five Star Printing.
- Mayor Moore asked to recall that payment unless it includes other items in the order.

Motion: *To approve Consent Agenda Items with the exception of 99173 we hold it until it is approved by city staff.*

Action: *Approved*

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

Motion passed unanimously.

III. NON-CONSENT AGENDA ITEMS

C. Council adopt Resolution No. 1393 the city's Call of Election.

The City Clerk read Resolution No. 1393 by number and title only.

Motion: *To approve Resolution No. 1393 as the city's Call of Election.*

Action: *Approved*

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

Motion passed unanimously.

D. Council may discuss and take action to adopt the policy to the Volunteer Stipend Program. J Moore

This policy was put together by the volunteer firefighters along with direction from City Council, city staff and the city's legal counsel. Once the policy has been adopted by the Council the city staff can begin issuing stipend payments.

Motion: *To adopt the policy of the Volunteer Stipend Program.*

Action: *Adopted*

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

Roll Call Vote:

Council member Payne	Yes
Council member Trapp	Yes
Council member Hiemenz	Yes
Council member McNelly	Yes

Motion passed unanimously.

Mayor Moore would have voted, yes.

E. Discussion on a Citizen's Advisory Committee pool. J Moore

Mayor Moore explained the purpose and process of a Citizen's Advisory Committee and how it may be a benefit our community.

He spoke of past attendance at a League of Towns and Cities meeting and how some cities were forming pools to tackle projects. They had formed a pool of interested individuals within the community they would call on when a projects arose.

He explained the difference between Committees and Commissions and how Committees are strictly advisory, while Commissions may make decisions.

He noted how it is difficult to fill open positions on some of the committees as we now do them. There are some people that want to be on certain committee, but most want to be on a specific one for certain reason. That is why this is up for discussion.

The city of Benson was mentioned as operating in this manner, and that it is working well.

The process for one to be in the pool is to fill out an application, noting your interest and experience. When a project arises that warrants the need of a committee, then individuals are contacted and asked for their participation. The committee meets and advises Council on their recommendation on the specific project. Once the project is completed the committee is dissolved and the individual is back into the pool.

Mayor would like the direction of the Council to pursue this to obtain more detail to see if this is something we are truly interested or if we need to start reviewing appointment needs for our current committees in July.

Mayor noted the ad hoc committee he appointed several years back and their success with signage.

This does not have to be decided on tonight, but it has been spoken about with much interest and perhaps a better use of the communities input.

The purpose is to create a pool of volunteer citizens to constitute a larger advisory committee for the City, from which subcommittees can be created

for ongoing issues and from which short-term ad hoc committees can quickly and easily be established and dissolved once its purpose is complete.

VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS

Mayor and Council

- Mayor Moore likes coming home from travel and realizes how well our city is doing.
He noted the traveling Veteran's Memorial wall will be here June the 4th through the 8th. This is a large project and the American Legions as well as the VFW, along with a number of citizens are helping to make this happen. There is an account setup at the bank where you can contribute toward the Vietnam Wall.
- Council member Payne noted that he has heard a lot of positive feedback about our staff this month.

Staff

- City Manager Chase Waggoner elaborated on Council member Payne's comment about positive feedback this month specifically in regards to a water issue. He passed along kudos to employees, Anna Curry at our front desk, Shari Pippin our utility billing supervisor, and our water department.
- He noted that we will be bringing before Council a plan for trash collection. Our strategy moving forward and whether they want to pursue a rate increase, a change in our level of service, do something different with recycling.

John Haro of APS spoke of an RFP and the next version of the voltage upgrade to the west end of town. Anticipates it to get started within the next 6 weeks or so and done by June 1, 2020. He also mentioned a wheeling agreement that is coming before Council at their next meeting.

George Glen provided an update to the clinic and how they are moving along with 4 new providers. Move-in begins April 5th and completed by the 8th. There will be no loss of urgent care. There will be small transition period during the first week of April. The Final part should be done by end of June 2020.

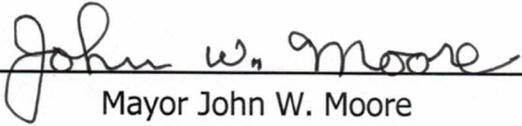
VII. ADJOURN – 7:31 PM

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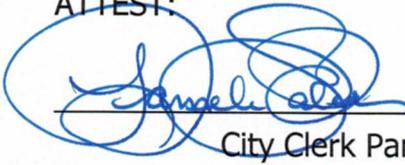
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Mayor John W. Moore

ATTEST:



City Clerk Pamela Galvan

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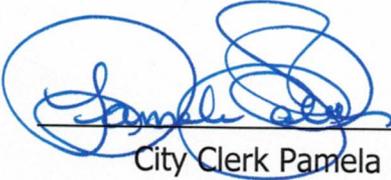
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CERTIFICATION

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 February 13, 2020. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 14th day of February 2020.



City Clerk Pamela Galvan