

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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JANUARY 28, 2016  
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 Nixon led the pledge 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, Public Works Director Kyle Christiansen, Finance Director Keith Buonocore and City Clerk/HR Director Susan Kerley..
- D. Approval of Minutes January 25, 2016 and January 28, 2016: Councilman Fritsinger made a motion to approve the minutes as presented. Councilman McNelly seconded the motion, and it carried 6-0.
- E. Adopt Agenda Councilman Hiemenz 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**

James Carrell, who serves on Coconino County's Travel Advisory Board, presented the idea of Via Travel Ways Shuttle Service. He said it could include free shuttle service with stops in Seligman, Ash Fork, Parks, a suburb of Prescott, Williams, Flagstaff, and Phoenix. They would like to have four runs each day, seven days a week, using handicap-accessible buses. The Service would be supported by partnerships and advertising. For additional information, please phone Mr. Carrell at 801.686.0107.

**IV. CONSENT AGENDA ITEMS**

- A. Approval of Check Register for Month Ending January 31, 2016: K. Buonocore

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

**V. NON-CONSENT AGENDA ITEMS**

- B. Council will review and may approve an H. A. Clark Memorial Field Miscellaneous Operating Permit for Vision Airlines, Inc.: K. Christiansen

Mayor Moore introduced this item by saying that Vision Airlines no longer has a contract at the Grand Canyon Airport. Kyle Christiansen explained that theirs is a charter service that brings passengers from Las Vegas to Williams, loads them onto buses and takes them to the Grand Canyon. They use 19-passenger planes that our runway will accommodate.

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We have a general aviation field so we can't tell them, "No," but we can charge them. They were flying 737s into Grand Canyon Airport which required TSA agents, and the Airport had to pay one-half of TSA's charges. Vision Air did not want to assume 100% of TSA's charges, and they chose to leave that Airport. Plans are for two flights each day or at least one.

Kyle Christiansen said that we have not committed to plowing the airfield every day when there is snow. Usually, the Airport is not a top priority on the snowplowing schedule. We will plow it when we can, and they're o.k. with that. It's their choice to land or do a fly by. They will indemnify us

When asked if any type of analysis on wear and tear has been done, Kyle Christiansen replied that Bill Harvey of Stantec has had conversations with employees at Bullhead City and Laughlin Airports and that was factored into our fees. Our rating allows 18,000 pounds per wheel and their planes weigh 14,000 pounds per wheel. We will step up our attention to detail at the Airport.

Stantec and Walt Eastland, former Chairperson of the Airport Committee, agree that this is a logical step toward increasing activity at this long underused facility.

Councilman Payne observed that, for several flights a day, the Fire Department will need to make some adjustments to the Airport station. Fire Chief Chase Pearson said he will have to research what is mandated by federal law. If the City moves forward with the Agreement, the Fire Department will need to be able to work within its budget to provide a level of service.

Councilman Dent asked if the Agreement takes into consideration that this is an unmanned fire station. His understanding is that the truck out there requires specialized training for one to two weeks in Colorado.

Mayor Moore asked if this is something we're already required to do. Councilman Dent said we're required by the FAA to have this kind of truck.

Brandon Buchanan suggested going back to Vision Airlines to ask them to cover the training costs for firemen. Councilman Wurgler asked if Council approves the Operating Permit, would the City be

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responsible for having fire protection at landing and take off. Kyle Christiansen replied that this is not in the contract. If things don't work, the recourse would be to stop their use of the terminal. Anybody can use the runway because it is a general aviation field.

Police Chief Nixon said there is an officer there four days a week. He may look at the officer sharing with another officer who lives out of town. Right now, it presents no problem. The problem is response time to calls from out there.

Councilman Wurgler made a motion to approve the H. A. Clark Memorial Field Miscellaneous Operating Permit for Vision Airlines, Inc. Councilman Hiemenz seconded the motion, and, in a roll call vote, it carried 6-0.

- C. Council will confirm the appointment of James (Jim) Wine as Interim City Manager. He will begin working on February 8, 2016, and will begin his tenure as Interim City Manager on February 20, 2016, following the end of Brandon Buchanan's tenure on February 19, 2016: J. Moore

Mayor Moore explained that the appointment is delayed because we can't have two City Managers at once. Jim Wine could not be here tonight because he had previous obligations. He will be back in on Tuesday.

Councilman Fritsinger made a motion to confirm the appointment of Jim Wine as Interim City Manager, effective on February 20, 2016. Councilman Hiemenz seconded the motion, and it carried 6-0.

- D. Council will review and may approve a tentative recruiting plan and timeline: B. Buchanan

Councilman McNelly made a motion to approve the recruiting plan and timeline. Councilman Payne seconded the motion, and it carried 6-0.

**VI. REPORTS AND INFORMATION ITEMS:**

- E. Mayor and Council

Mayor Moore reminded everyone that there will be a going away luncheon for Brandon Buchanan on Thursday, February 18th, from 11:30 until 12:30 with an open house for the public at 1:00 including coffee and dessert.

- F.. Staff Reports

None

**VII. ADJOURN:**

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Wurgler. The motion carried 6-0, and the meeting adjourned at 7:36 p.m.

ATTEST:

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Mayor John Moore

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City Clerk