

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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JANUARY 24, 2019  
COUNCIL ACTION

**I. PROCEDURES**

**Call to Order**

7:02 PM

Mayor Moore called the meeting to order.

**A. Pledge and Invocation**

The pledge of allegiance was recited and George Glen provided the invocation.

**B. Roll Call**

7:02 PM **Roll Call.**

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

Present from City Staff was Chief Building Inspector Tim Pettit, Police Chief Herman Nixon, City Attorney Brandon Kavanagh, and City Clerk/HR Director Pamela Galvan.

**C. Approval of Minutes: January 10, 2019**

**Motion:** To approve the minutes from January 10, 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 adopt the agenda as presented.

**Action:** Approve

**Moved by Council Member Bernie Hiemenz, Seconded by Vice-Mayor Don Dent.**

*Motion passed unanimously.*

**II. PRESENTATIONS – The Greater Williams Community Fund (GWCF) is here to describe what the GWCF is and how the community has and will benefit from participation in its mission. 7:03 PM**

Barbara Brutvan and Margaret Hangan presented to the Council what GWCF has provide to the community. Ms. Brutvan referred to the brochure she handed out to Council.

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They have been in existence since 2005. She explained they receive tax deductible donations. Once a year the Community Fund gets together in their grant cycle, goes through the online applications and decides which they will fund. Last year they funded 9 different organizations to a total of \$9,635.00, and those grants went to the Williams Senior Center, Big Brothers, Big Sisters, Williams Kinder Camp, Williams PD, Williams schools, Williams Alliance for The Arts, Victim Witness, Arizona Science Center and Girls on the Run. Total monies to organizations over the years is now \$97,510.00.

The total fund at this time is \$225,000.00 and their goal is one million. They are going to be providing a grant workshop for any organizations that are interested in finding out how to apply for the funds. The workshop will be held, February 13 at Walker Hall at St. John's Episcopal.

Grant applications are done online and they will be accepting them March 4, 2019, through March 29, 2019. There will be a grant presentation on June 13, 2019, informing the community of the grants they will be funding for the 2019 year.

Ms. Hangan shared those organizations that may apply for the grant: Non-profit organizations, governments, and tribes are able to apply.

***Coconino County to present Dark Sky. 7:12 PM***

Mayor Moore introduced County Supervisor Matt Ryan who, with others, will be going over the County's Dark Sky Ordinance and their goal of obtaining support from the City of Williams in participation.

This began the process 2 years ago.

He referenced Camp Navajo and the Naval Observatory and the importance of each as a part of our community.

They are here to present their findings on what is happening with lighting effects and heat signature, and to assist them in maintaining their installations.

He spoke of newer technology and its effects including LED lights.

***7:17 PM***

Director of Community Development Jay Christelman, project manager for the joint land use study; he is the coordinator. The joint land use plan seeks to maintain compatible development between the installations and the surrounding jurisdictions. He referred to a map presented to Council which shows the study area, noting, that it does not quite make it to Williams boarder.

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The Joint Land Use Study (JLUS) is a collaborative document, it is a plan, not an ordinance or code, it creates a body of information to support informed decision making; just like a city's general plan that guides its decision making. The document is adopted through a resolution. JLUS does not directly change any land use decisions, requirements or regulations, it is just a study for recommendations. It does not authorize any new military activity or community activities, or development, individual projects or actions.

Council Member Wurgler inquired as to what exactly is expected of Williams to be in compliance. And, if an assessment of Williams has been performed.

Unsure about the assessment.

Jay Christelman noted that the Williams lighting code is good as far as dark sky goes, it is just that technology has surpassed what is in the code today.

Council Member James Wurgler asked if we need to change our ordinance, and Jay responded, yes. As a recommendation based on what is happening with new technology.

Council Member James Wurgler asked if they have an ordinance that the City of Williams may refer to as a reference, something to work from.

They county has a rough draft they just received.

Council Member James Wurgler asked, what they need from us to become active participants in making this happen. He himself is a supporter of Dark Sky.

Matt Ryan spoke of a "sled study" done in Flagstaff on their street lighting and suggested they will come to us for further discussion and a potential modification to our code. He also mentioned that if we are considering updating our lighting, to please pause on those decisions and possibly consider the recommendations, as they may affect/change the type of lighting fixtures the city would purchase.

Mayor Moore addressed Council Member Wurgler's earlier question regarding an assessment; he noted that we started doing research several months back. We received some lights for us to look at and it was our conclusion that the LEDs provided were too bright, they were not exactly what we wanted. We have already moved forward and are working with a vender to update the lights. We definitely want to participate, but also do not want to sit around waiting on studies, we want to get it done.

Council Member Bernie Hiemenz asked about the County's ordinance. We will have to establish or modify our existing ordinance.

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Colonel Garcia, Commander at Camp Navajo, noted their two core missions, storage and training. Locally they have adopted the County's ordinance with regards to Dark Sky lighting to maintain dark skies. It helps in their training effort and the Naval Observatory just across the way. He keeps a pulse on the strategic DOD and Army benefits from the observatory. He stated, "Without what the Navy does we could not function". They are a critical asset to the DOD, communications, satellite, etc. He asks and encourages the City of Williams to look at and support the ordinance; it is globally critical.

**III. PUBLIC PARTICIPATION – None**

**IV. CONSENT AGENDA ITEMS**

**A. Approval of Purchase Orders: K. Buonocore  
7:35 PM**

*Motion:* To approve the consent agenda items.

*Action:* Approve

*Moved by Vice-Mayor Don Dent, Seconded by Council Member Lee Payne.*

*Motion passed unanimously.*

**V. NON-CONSENT AGENDA ITEMS**

**B. Council may discuss and determine how many readings will be required for Ordinance No. 970 for recodification of the Williams City Codes. 7:36 PM**

*Motion:* To read Ordinance No. 970 by number and title only as an emergency.

*Moved by Vice-Mayor Don Dent, Seconded by Council Member Dawn Trapp.*

**The City Clerk read Ordinance No. 970 by number and title only.**

*Motion:* To approve Ordinance No. 970 by number and title only.

*Action:* Approve

*Moved by Council Member Bernie Hiemenz, Seconded by Council Member Dawn Trapp.*

*Motion passed unanimously.*

**C. Council may discuss and determine how many readings will be required for Ordinance No. 971 regarding the Mobil Food Vendors. 7:38 PM**

Mayor Moore noted that they will be performing three readings of Ordinance No. 971 and tonight will be the first.

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

*Action:* First reading

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*Moved by Vice-Mayor Don Dent, Seconded by Council Member Lee Payne.*

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

*The second reading will be at the next City Council meeting.*

**D. Council may discuss and take action with an RFP for Certified Water Operator. 7:40 PM**

Mayor Moore explained that this has been prepared and reviewed by the city's attorney, also several council members and it is not required to be approved tonight if you would like more time to review and allow more time to prepare for advertising it.

*Motion: To proceed with the RFP for Certified Water Operator.*

*Action: Approve*

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

*Motion passed unanimously.*

**VI. REPORTS, CURRENT EVENTS AND INFORMATION ITEMS**

**Mayor and Council: 7:42 PM**

*None*

**Staff Reports:**

*None*

**CONVENE TO EXECUTIVE SESSION 7:50 PM**

*Discussion and possible action regarding employment of Kohl Nixon. The Council may choose to enter into executive session on this item pursuant to ARS § 38-431.03(A)(1) regarding an employee/potential employee and (A)(3) for legal advice.*

Brandon Kavanagh explained the use, options and process of A3 and A1 executive sessions.

Council Member James Wurgler aksed for addition clairification of A3 and A1 matters.

*Motion: To enter into (A)(3) Executive Session for legal advice.*

*Action: Roll Call Vote*

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

*Vote: Motion passed (summary: Yes = 5, No = 1).*

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*Yes:* Council Member James Wurgler, Council Member Bernie Hiemenz, Vice-Mayor Don Dent, Council Member Lee Payne, Council Member Dawn Trapp.

*No:* Council Memeber Frank McNelly.

*Present:* Mayor Moore

**RE-CONVENE TO REGULAR SESSION- 8:56PM**

*Motion:* To exit (A)(3) session

*Action:* Reconvened to Regular Session

*Moved by* Council Member Dawn Trapp, *Seconded by* Council Member Bernie Hiemenz.  
*Motion passed unanimously.*

*The Council reconvened into open session. A motion was made to go into an A1 executive session.*

**CONVENE TO EXECUTIVE SESSION - 9:03PM**

*Motion:* To enter into (A)(1) Executive Session with Lt. Hixon in attendance. ( Also, heard from Attorney )

*Action:* Convene to (A)(1) Executive Session.

*Moved by* Vice-Mayor Don Dent, *Seconded by* Council Memeber Frank McNelly.  
*Motion passed unanimously.*

**RE-CONVENE TO REGULAR SESSION- 9:05PM**

*Motion:* To exit the (A)(1) Executive Session and enter back into an (A3) Executive Session.

*Action:* Reconvened to Regular Session

*Moved by* Council Memeber Frank McNelly, *Seconded by* Council Member Lee Payne.  
*Motion passed unanimously.*

**RE-CONVENE TO REGULAR SESSION- 9:28PM  
REQUEST FOR RECESS MADE**

*Motion:* Recess for 5 minutes.

*Action:* Entered into Recess

*Moved by* Council Memeber Frank McNelly, *Seconded by* Council Member Lee Payne.  
*Motion passed unanimously.*

**MEETING CALLED BACK INTO SESSION- 9:34PM**

*The Council reconvened into open session. A motion was made to go into an A3 executive session.*

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**CONVENE TO EXECUTIVE SESSION- 9:35PM**

*Motion:* To enter into (A)(3) Executive Session

*Action:* Convene to (A)(3) Executive Session

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

*Motion passed unanimously.*

**RE-CONVENE TO REGULAR SESSION- 9:54**

*Motion:* To re-convene to regular session.

*Action:* Reconvened to Regular Session

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

*Motion passed unanimously.*

**E. Council may take action related to the matters discussed in Executive Session.  
9:54 PM**

*Vice-Mayor Don Dent stated based on our city policy manual, section 3.07, he wished to make the motion.*

*Motion:* To radify the hiring of Kohl Nixon effective 12.10.2019.

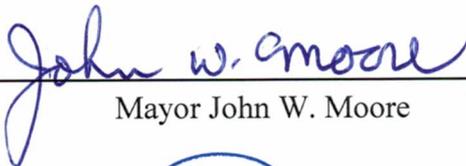
*Action:* Roll Call Vote

*Moved by Vice-Mayor Don Dent, Seconded by Council Member Lee Payne.*

*Vote:* Motion carried by unanimous roll call vote (**summary:** Yes = 6). **Yes:** Vice-Mayor Don Dent, Council Member Lee Payne, Council Member Bernie Hiemenz, Council Memeber Frank McNelly, Council Member Dawn Trapp, Council Member James Wurgler.

*Present:* Mayor John Moore

**VII. ADJOURN 9:56PM**

  
\_\_\_\_\_  
Mayor John W. Moore

ATTEST:

  
\_\_\_\_\_  
City Clerk

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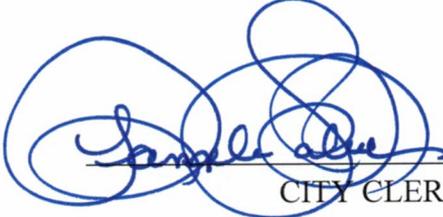
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CERTIFICATION

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 January 24, 2019. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 25th day of January 2019.

  
\_\_\_\_\_  
CITY CLERK