

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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APRIL 11, 2019  
COUNCIL ACITON

**I. PROCEDURES**

**A. Call to Order**

7:00 PM

B. Pledge of Allegiance was recited and George Glen provided the invocation.

**C. Roll Call**

7:00 PM

**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, Acting City Manager and Finance Director Keith Buonocore, Police Chief Herman Nixon, and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes for March 21, 2019 Council Retreat and March 28, 2019 Regular Meeting.

7:01 PM **Motion: To approve as presented**

**Action: Approved**

**Moved by** Council Member Frank McNelly, **Seconded by** Council Member Dawn Trapp.

**Motion passed unanimously.**

E. Adopt Agenda

7:01 PM **Motion: To adopt**

**Action: Adopted**

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

**Motion passed unanimously.**

**II. PRESENTATIONS - 7:02 PM**

*Brenda Haslet and Janet Dean, Community Affairs Manager of APS are here to present the 2019 Fire Mitigation Plan, and what that plan means to the City's system and our customers.*

*Ms. Dean echoed Ms. Haslet's statement that we are currently in fire season, and how they take it very seriously at APS.*

*Last year they began an effort that they are continuing this year. During heightened fire danger, they turn off equipment on their lines. It is designed to automatically reclose when there is an interruption of power. That is how they worked towards their reliability goals in the past, but during these unusual heightened fire danger times they are now turning the equipment off so it does not automatically reclose on our*

*lines through the heavily-forested areas like those in and around Williams. They turn it off because they do not want to risk a spark when they reclose a line when power is interrupted, because they do not know what interrupted the power. So now, they will not be turning the power back on until they have eyes on the line and know there is nothing there that will create a danger of wildfire. The implications to the City and its customers are instead of it being a momentary outage; it could potentially be an extended outage as they get out patrolling the lines.*

*They began this proactively last year and are continuing it this year with new communication protocols in place on their lines. This will provide them a better idea, when there is an interruption of power, where the interruption may be located.*

*It was asked if there would be notices provided to the public. Ms. Dean noted that APS is planning to send notice to their customers who are along those lines that are affected by this, but unsure about Williams's customers, so she will look into this to make sure the city's customer be included in the notification.*

*They were asked, what is the trigger for this, what are the parameters?*

*APS has already taken a preemptive position with this and they are in active status with the mitigation. They are almost done with line patrols and have identified those that might fail. They are taking a proactive review of the system and moving forward. They will communicate with Council as they progress keeping them aware of everything that is happening.*

*Notice and clarification of the public outreach was addressed. They will review, and help us communicate this to our customers.*

*There will be news coverage on this.*

### **III. PUBLIC PARTICIPATION**

#### **7:10 PM**

Melissa Lewis a part-time resident of Williams. She is a retired elementary teacher from Southern California and is seeking permission to start a children's community choir. They would participate before parades on risers.

She has received authorization for use of risers and a location to practice.

Mayor Moore informed Ms. Lewis she is given permission to proceed and to make sure she communicates with the police department for any safety issues, because of setting up risers on the streets. Mayor approved of her idea and thanked her.

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**IV. CONSENT AGENDA ITEMS**

- A. Approval of Purchase Orders: *K. Buonocore*
- B. Approval of Check Register for month ending March 31, 2019

**7:13 PM Motion: To approve them as presented.**

**Action: Approved**

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

**Motion passed unanimously.**

**V. NON-CONSENT AGENDA ITEMS**

- C. Council will discuss and take action on the location of magistrate court, and appointment.  
7:13 PM  
Council member McNelly expressed that the Ad hoc committee has done its research and it has lead them to conclude that the City Magistrate Court should remain at its current location, and to appoint Mr. Adam Zickerman as the City's new Magistrate.

The motions were made independently, as follows:

**7:16 PM Motion: Base on the recommendation of the Committee, the City's Magistrate court is to remain at its current location, shared with Coconino County.**

**Action: Approved**

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

**Motion passed unanimously.**

**7:17 PM Motion: To appoint Adam Zickerman to the position of City Magistrate for the City of Williams.**

**Action: Approved**

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

**Motion passed unanimously.**

It was asked when this would take effect. As soon as arrangements are made with Mr. Adam Zickerman.

- D. Council will discuss and may take action on Parks and Recreation recommendations. *L. Payne*  
7:18 PM

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Mayor Moore invited Council member Payne to present the Ad Hoc committees recommendations to Council of the future needs of the City's Parks and Recreation programs, as well as proposed staffing recommendation and needs.

Council member Payne said that they have concluded to go with the staff's recommendation of placing Michelle Walker into the Recreation Supervisor position, and to move forward with the addition of a Parks Supervisor position.

Council member Trapp said one of the great things by doing this exercise they were able to determine the need for two positions. It was about programs, but also about the upkeep of all of the facilities.

Mayor Moore inquired with Keith Buonocore as to the availability of funds to support additional personnel. Mr. Buonocore said, "We are going to make it happen".

No Council action is needed to make this happen and staff will move forward with recommendations.

- E. Council may discuss and take action to approve the employment of Adena Zicopoulos as a related employee pursuant to the recommendation of the City Manager under Personnel Policy 3.07. *K. Buonocore*

7:22 PM

Mayor Moore explained that this individual has a relative that currently works for the police department and she will go to work at the Visitor Center. In light of recent events, staff asked this to come before Council. It is the Mayor's opinion that they do not need to be approving this; it is not a part of an action they need to take, but for the reason of what it is, we will go ahead and entertain a motion to approve Adena Zicopoulos to work at the Visitor Center based on policy 3.07.

**7:22 PM Motion: Approves the employment of Adena Zicopoulos at the Visitor Center.**

**Action: Approved**

**Moved by** Council Member Lee Payne, **Seconded by** Council Member Bernie Hiemenz.

**Motion passed unanimously.**

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

Mayor and Council

- Mayor Moore noted clean-up day is May 4, 2019 and would like to see it grow.

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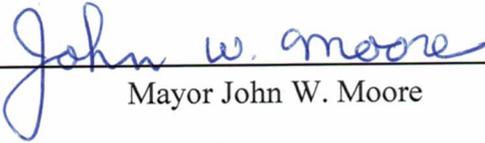
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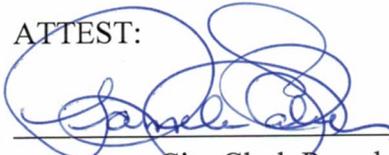
Staff

- Keith noted that we had a meeting earlier today with DEMA for the past snow fall state of emergency filing.
- Herman Nixon noted that Prom is tomorrow evening at Elephant Rocks Golf Couse.
- Resident Cindy Sutton stated the Little League is having its opening ceremonies at Cureton Park on Saturday, April 27, 2019, at 8 am; there will be a pancake breakfast served to all.

**VIII. ADJOURN**  
**7:26P.M.**

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

ATTEST:

  
\_\_\_\_\_  
City Clerk Pamela Galvan

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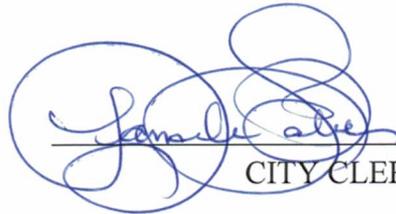
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CERTIFICATION

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 11, 2019. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 12th day of April 2019.

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