

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 1

July 11, 2019
COUNCIL ACTION

I. PROCEDURES

A. Call to Order 7:00PM

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, Vice-Mayor Don Dent, Council member Bernie Hiemenz, Council member Frank McNelly, Council member Dawn Trapp.
Absent: Council member Lee Payne, Council member James Wurgler (arrived 7:01pm).

Present from City Staff, Police Chief Herman Nixon, Public Works Manager Aaron Anderson, and City Clerk/HR Director Pamela Galvan.

D. Approval of Minutes for June 27, 2019 Executive Session and Regular Meetings.

Motion: To Approve as presented.

Action: Approved

Moved by Vice Mayor Don Dent, Seconded by Council member Frank McNelly.
Motion passed unanimously.

E. Adopt Agenda

Motion: To Approve

Action: Approved

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

II. PRESENTATIONS - Kerry-Lynn Moede thanked the Council for making it possible for the Visitor Center to be open for future 4th of July's, also citing the availability of restrooms continues to be an issue for the public.

Chris Williams from the Gallery in Williams presented an incident with plumbing that took place in her gallery over the 4th of July holiday with the public's use of the Gallery's restroom. She noted that tourism is the life-blood for Williams and we need to make our town welcoming. She spoke the distance (10 blocks) from downtown to the public restrooms; it being hard for the elderly visitors to travel that far. She hopes that Council will revisit this issue and develop some sort of solution.

Diana Roggenbuck co-owner of the Mountain Man Mercantile addressed that it is not only during the 4th of July, but an ongoing issue. There are issues after 5 pm and

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 2

July 11, 2019
COUNCIL ACTION

before 8 am as well, and they try to accommodate as much as they can. She provided suggestions to accommodate the issue as possible solutions.

Mayor Moore acknowledged there is an issue and would like to have a couple of Council members work with some of the businesses to come up with a solution.

III. PUBLIC PARTICIPATION

IV. CONSENT AGENDA ITEMS

A. Approval of Purchase Orders

B. Approval of check register for Monday ending June 30, 2019

Motion: To Approve Consent Agenda items

Action: Approved

Moved by Council member James Wurgler, Seconded by Council member Frank McNelly.

Motion passed unanimously.

V. NON-CONSENT AGENDA ITEMS

CONVENE TO PUBLIC HEARING - 7:07 PM

Pursuant to A.R.S. #38-431.02, a Public Hearing will be held on the Tentative Fiscal Year 2019~~u~~-2020 Budget so the public will be informed and has an opportunity to ask questions and offer input.

Mayor noted that this public hearing was not required, but wanted to allow the public final input before adoption.

RECONVENE TO REGULAR SESSION – 7:07 PM

C. Council may adopt Resolution No. 1378 adopting the Budget for Fiscal Year 2019-2020. J. Moore

The City Clerk read Resolution No. 1378 by number and title only.

Motion: To Approve Resolution No. 1378 by number and title only.

Action: Approved

Moved by Council member Frank McNelly, Seconded by Council member Bernie Hiemenz.

Motion passed unanimously.

D. Council may adopt Resolution No. 1379 approving the Expenditure Limitation of \$25,995,597 in Fiscal Year 2019-2020: J. Moore

The City Clerk read Resolution No. 1379 by number and title only.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 3

July 11, 2019
COUNCIL ACTION

Motion: To Adopt Resolution No. 1379 read by number and title only.

Action: Approved

Moved by Council member James Wurgler, Seconded by Vice-Mayor Don Dent.

Motion passed unanimously.

- E. Council may adopt Resolution No. 1380 designating the Mayor to act on behalf of the City of Williams in dealing with the Arizona Division of Emergency Management.

The City Clerk read Resoltuion No. 1380 by number and title only.

Motion: To approve Resolution No. 1380 by number and title only.

Action: Approved

Moved by Council member Frank McNelly, Seconded by Council member Dawn Trapp.

Motion passed unanimously.

- F. Council will determine how many readings will be required for Ordinance No. 974, levying upon the assessed valuation of the property within the Williams Community Facilities District: *J. Moore*

The City Clerk read Ordinance No. 974 by number and title only. (single reading)

Motion: To approve Ordiance No. 974 read by number and title only declaring an emergency.

Action: Approved

Moved by Council member Dawn Trapp, Seconded by Council member Bernie Hiemenz.

Motion passed unanimously.

- G. Council will determine how many readings will be required for Ordinance No. 975 levying upon the assessed valuation of the valuation of the property within the City of Williams: *J. Moore*

The City Clerk read Ordinance No. 975 by number and title only.

Motion: To approve Ordinance No. 975 by number and title only declaring an emergency.

Action: Approved

Moved by Council member Frank McNelly, Seconded by Council member James Wurgler.

Motion passed unanimously.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 4

July 11, 2019
COUNCIL ACTION

- H. Council may discuss and take action with professional services with Gary Brawley Golf Design for evaluation of the existing length of holes.

Mayor Moore explained that this is a way to enhance play at the golf course by adding additional tee boxes for ladies.

Vice-Mayor Dent explained that they have gone back to the original designer of the course for his direction with this project. They will design forward tees providing a second set of tees for ladies, just as the men have two sets of tees; they are also known as family tees.

Motion: *To approve the contract with Gary Brawley Golf Design for elevation of the existing length of holes in the amount of \$9,000.00.*

Action: *Approved*

Moved by *Council member Frank McNelly, **Seconded by** Council member Bernie Hiemenz.*

Motion passed unanimously.

- I. Council may discuss and direct staff in filling open positions.

Mayor Moore explained that the City has open positions that need to be filled, could be filled, or some may be more important to others. We have positions in City Hall, Street Department, and several in the Library; that is what they need to discuss tonight. It has been suggested we wait until we get a City Manager onboard before we fill some of the positions. Council needs to decide how critical some positions can be, and whether we want to put a freeze on everything or a freeze on part. It is a decision that Council needs to make. We don't need a motion, but he would like to get a census.

Mayor noted we have positions in the street, police, office and library. He instructed Pam Galvan (HR) to put a hold on everything until we reach some type of census with the Council.

Council member Hiemenz noted that the Finance Director position is critical and we need to continue moving forward in filling it; Mayor noted we are moving forward with it.

Council member McNelly feels the most critical positions need to be filled first and the Mayor being the one that is most in tuned with that should be deciding on what that is and who should be hired; if he needs some help, he offered his assistance.

Vice-Mayor Dent feels the police department and street department should be filled right now because they get the most of their work done in the summer time and to train

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 5

July 11, 2019
COUNCIL ACTION

someone up to be able to cover in the winter for snowplowing. The librarian also needs to be replaced and perhaps post the job and perform interviews, and then hold off on the hiring until we are ready to do that. The one position he feels we don't need to fill is the position in the city office. They added that position when we took over the billing system from APS, and it has created a situation where we do not have an office space for a City Manager if we hire them; we have so many people in the city office working there. He would like for the City Manager to look at our staffing, look at what they are doing, what their job titles and determine whether we still need that position. He confirmed that we have been without someone for three weeks and feels that the times he's been in, that we are handling the work load at this point. He would like to wait another 3-4 weeks until we have a manager onboard and have them look at it. That is his observation; Council member Hiemenz agrees one hundred percent.

Council member Wurgler confirmed that the Police Chief needs to fill his dispatch position.

Mayor confirmed to move forward with the hiring of all but the office personnel position at this point.

The City Clerk asked for clarification of the positions that HR is to fill. We are to move forward on hiring of all positions except the office personnel until the City Manager arrives.

VI. *REPORTS, CURRENT EVENTS AND INFORMATION ITEMS*

Mayor and Council

- Mayor noted that this was one of city's busiest 4th of July's. A personal observation was the incredible amount of trash and it was clear that we couldn't keep up with it. He continues to maintain that we need to take a hard look at our sanitation department because of our continued growth.
- Mayor and Chief spoke of the increased traffic flow in town. Mayor would like Chief and Council to look into the flow and obtain studies.
- Mayor also addressed the restrooms and feels it should be a joint effort with businesses to resolve.
- He noted the interviews this Friday and Saturday for the City Manager position.
- We are broadening our scope in finding a Finance Director with Indeed.
- July 1, 2019 pay increases have been applied.
- He spoke with the Visitor Center manager requesting to keep the center open on the 4th of July going forward, along with Labor Day and Memorial Days. We will look at possibly extending the hours.
- The 4th of July went well in a very short window of time.
- Council member Wurgler asked if the current facility were open later might that take enough of the edge off the problem to at least live with it for the time being.

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 6

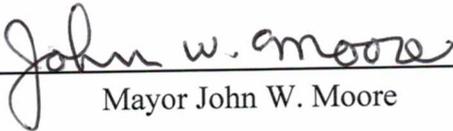
July 11, 2019
COUNCIL ACTION

Discussion began on signage, notifying busses etc. If they were kept open a couple of extra hours they feel it would help.
He also felt the firworks were outstanding this year.

Staff

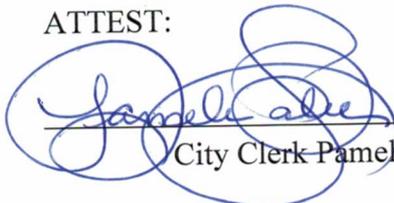
- Pat Carpenter gave an update on the arsnic removal at the Rodeo well. It has a few minor leaks that they have addressed, and we now have an additional 170,000 gallons of water going into our system. He requested fencing to go around the arsnic building to keep people out. He would like to start working on the Sweetwater well as soon as the city can.
- Council member McNelly noted that our water situation has improved since Pat Carpenter has been involved.
- Chief Nixon mentioned the traffic flow, the busy hours and the city being maxed out. We need to look at traffic sign placement. Perhaps once the new City Manager comes on board he and some council memebers can look into this matter and decide on a direction to go. They answered 162 calls for service on the 4th which is an indicator of the magnitude of people in town.
- John Moede thanked the forest service for their assistance and the neighboring cities, noting their assistance in making the 4th happen.

VII. ADJOURN – 7:37PM



Mayor John W. Moore

ATTEST:



City Clerk Pamela Galvan

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES
AGENDA ITEM

PAGE 7

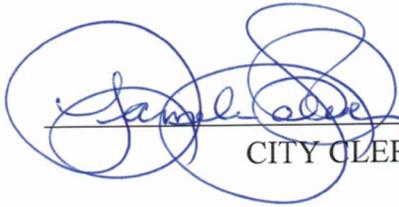
July 11, 2019
COUNCIL ACTION

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

Dated this 13th day of July 2019.



CITY CLERK