

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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NOVEMBER 10, 2022  
COUNCIL ACTION

**I. PROCEDURES**

**A. Call to Order 7:00 PM**

Mayor Moore called the meeting to order, and Kerry-Lynn Moede provided the invocation.

**B. Roll Call**

**Present: Mayor Moore, Vice Mayor Dent, Councilmember Mike Cowen, Councilmember Bernie Hiemenz, Councilmember Fritsinger, Councilmember McNelly, and Councilmember Lee Payne.**

Present City Staff, City Manager Tim Pettit, Police Chief Tad Wygal, Public Works Director Aaron Anderson, and City Clerk/HR Director Pamela Galvan.

**C. Approval of Minutes for October 27, 2022.**

**Motion:** *To approve the Minutes for October 27, 2022.*

**Action:** *Approved*

**Moved by** *Vice Mayor Dent*, **Seconded by** *Councilmember Heimenz*  
**The motion passed unanimously.**

**D. Adopt Agenda**

**Motion:** *To approve the agenda as presented.*

**Action:** *Adopted*

**Moved by** *Councilmember Fritsinger*, **Seconded by** *Councilmember Payne*  
**The motion passed unanimously.**

**II. PRESENTATIONS** – *Morgan O'Connor from ADEQ spoke of success in diverting waste. ADEQ wants to recognize the continued efforts of the City of Williams.*

*Morgan noted he was here three years ago and presented an award for the transfer station and its success in diverting waste. ADEQ wants to recognize the continued efforts by the City of Williams to follow ADEQ's rules, which can be difficult.*

*He mentioned that he would still assist with mining questions the city may have.*

*He thanked them on behalf of his director Misael Cabrera, who reports to Governor Ducey; thank you very much for your continued efforts to follow the rules.*

*Councilmember Hiemenz accepted the award on behalf of the city.*

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- III. PUBLIC PARTICIPATION** – *Kerry Lynn Moede came to discuss a resolution for graffiti which is in town. At the east end of the city alone, she took pictures of 17 places that had graffiti; 13 of them were done by the same individual. I want to nip this in the bud before others come to try to cover the previous individual's markings.*

*Tim Pettit noted that this needs to be reported, and the city will take care of the markings; code enforcement will follow up on it.*

*Chief Wygal noted that the PD would respond to graffiti calls.*

*Mayor Moore asked that Kerry-Lynn meets with him in the morning, noting, "We will take care of it."*

*Eric Eikenberry pointed out that the city needs to claim the phrase "Gateway to The Grand Canyon" by registering it. He wanted the council to know they must show the registered trademark placing a claim to the phrase.*

**IV. CONSENT AGENDA ITEMS –**

- A. Approval of check register for the month ending October 31, 2022.**
- B. Approval of Purchase Orders.**

**Motion:** *To approve the consent agenda items as presented.*

**Moved by** Councilmember McNelly, **Seconded by** Councilmember Fritsinger.

**Motion passed unanimously**

**V. NON-CONSENT AGENDA ITEMS**

- B. Council will hear its third and final reading of Ordinance No 996 regarding implementing a program to mitigate rates for the deployment of emergency/non-emergency services by the Fire Department.**

*The City Clerk provided the third and final reading of Ordinance No 996 by number and title.*

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***Motion:*** To approve Ordinance No. 996 regarding the implementation of a program to mitigate rates for the deployment of services by the Fire Department.

***Moved by*** Councilmember Payne, ***Seconded by*** Councilmember Hiemenz.

***Motion passed unanimously***

**C. Consideration and action regarding approval of a #10 Beer and Wind Store liquor license for Lauren Kay Merrett, agent for Maverik, located at 1022 N. Grand Canyon Bl.**

***Motion:*** To approve the liquor license application for Maverik, located at 1022 N Grand Canyon Blvd.

***Moved by*** Councilmember McNelly, ***Seconded by*** Councilmember Cowen.

***Motion passed unanimously***

**D. Consideration and action to direct staff in obtaining a housing study.**

Mayor Moore explained the need for the study. A meeting was held, and it recommended we conduct a survey to see where the city stands. The city manager investigated and found a firm ready to move.

To address our housing situation, we need to work on it. It will allow us to apply for assistance.

Tim Pettit noted that the firm Elliott D. Pallack & Co. came highly recommended by several other communities for whom they have studied. They are on the State Procurement list as an approved contractor and can be hired immediately. He noted that if the council approves moving forward with a housing study, we have two options: send out a Request for Proposals (RFP) review proposals and select, or we can hire off the State Procurement list.

This will become a part of the city's general plan.

***Motion:*** To approve the housing study and the hiring of Elliott D. Pallack & Company for the State Procurement list, including a mutually signed contract.

***Moved by*** Vice Mayor Dent, ***Seconded by*** Councilmember Hiemenz.

***Motion passed unanimously***

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

**Mayor and Council –**

- The pipe for the Sweetwater Well has been delivered.
- Our volleyball girls were the state runners-up for the first time. Their first trip to the state playoffs.

**Staff –**

- *Dogtown water line is 95% complete and will be finished in another month.*

**VII. ADJOURN 7:20 PM**

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Mayor John W. Moore

ATTEST:

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City Clerk Pamela Galvan

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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 November 10, 2022. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 14th day of November 2022.

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City Clerk Pamela Galvan

DRAFT