

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Wednesday, October 21, 2015 at 6:00pm
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan Arizona

TOWN COUNCIL SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Bryan called the meeting to order at 6:04pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR GREG BRYAN
VICE MAYOR CRAIG SANDERSON
COUNCILMEMBER AL MONTOYA
COUNCILMEMBER JOHN RUETER
COUNCILMEMBER JOHN SCHOPPMANN - excused

Also present were: Eric Duthie, Interim Town Manager
Melissa M. Drake, Town Clerk

3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

None

Mayor Bryan moved to Item 8.A.

8.A. Discussion of the Grand Canyon National Park Medical Clinic status

Representatives of North Country Health Care (NCHC), Marti Neff, Kelly Bradish and Jennifer Youngberger gave a presentation to the Council covering the history and status of the Grand Canyon Clinic. They also stated that North Country Health Care is a nonprofit, 501(c)(3) organization.

They discussed their budgeted and actual expenses and incomes.

Their contract with the National Park Services requires that they are open 7 days a week from April 15th to October 15th but the extended contract ends on February 1, 2016.

The Council and Manager Duthie discussed the issues with the NCHC representatives who will provide additional information at a later date. Airport Manager, Mike Thomas, stated that there may be an option to locate the clinic on airport property if approved by the FAA.

John Vail stated that there may be property in Tusayan which could be developed for this purpose and suggested that the NCHC representatives contact local land owners.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. Safety recognition awards from the Arizona Municipal Risk Retention Pool

Manager Duthie presented awards to the Council for the Town noting that the Town had made no claims in Insurance Year 2014.

B. Proclamation declaring Sunday, November 1, 2015 as "Arizona Trail Founder Dale Shewalter Recognition Day"

Mayor Bryan read the proclamation honoring Dale Shewalter.

5. CONSENT AGENDA

A. Minutes of the Town Council Special and Regular Meeting on 9/16/15

B. Accounts Payable Billings

Councilmember Rueter made a motion to approve the Consent Agenda. Councilmember Montoya seconded the motion and it was approved on unanimous vote.

6. WORKGROUP AND COMMITTEE REPORTS

A. Update on the Sports Complex Work Group

Manager Duthie stated that the Work Group met yesterday and discussed current projects and possible changes to the master plan.

Vice Mayor Sanderson also reported on the meeting specifically covering issues with regulation-sized sports fields and the lack of a regulation track in the plan.

Town Engineer, Rick Schuller, will make changes to the design of the proposed sports fields, parking lot, and access roads and the Work Group will meet again in 2 weeks on November 3, 2015.

B. Update from the Planning and Zoning Commission

Manager Duthie stated that the next meeting on November 4th will be a Joint Workshop with the Council on the Revised Zoning Code. So far, we have not received any applications for the vacant Commission seat.

C. Update on Affordable Housing

There will be an action item on the November 4th meeting agenda.

7. ACTION ITEMS

A. Consideration, discussion, and possible approval of Town of Tusayan Sports Complex CDBG project labor and materials contract

Manager Duthie stated that there were no responses to the CDBG request for proposal so the Town has contacted 3 contractors to work out a direct bid. Two of those contractors have replied with bids.

Manager Duthie covered the specific figures from each contractor's bid and stated that both of them are significantly more expensive than the available CDBG funds but Bidder #1 was less expensive than Bidder #2. The Council discussed the options with Manager Duthie.

Vice Mayor Sanderson made a motion to award the contract to Contractor #1 for an amount not to exceed \$250,710. Councilmember Montoya seconded the motion and it passed on unanimous vote.

Manager Duthie stated that Bidder #1 was Robbco Construction and Bidder #2 was LP Excavating.

B. Consideration, discussion, and possible approval of contract extension between the Town of Tusayan and Systems Technology Staffing (STS), retroactive to September 30, 2015

Manager Duthie noted a memo he sent to the Council regarding this topic. He gave a status on the project and recommended that the Council extend this contract though the end of December 2015.

Councilmember Montoya made a motion to extend the contract with STS to the end of December 2015 and make it retroactive to September 30, 2015. Councilmember Rueter seconded the motion and it passed on unanimous vote.

C. Consideration, discussion, and possible approval of Town Manager Employment Agreement

Councilmember Montoya made a motion to take the Council into Executive Session at 8:02pm. Councilmember Rueter seconded the motion and it passed on unanimous vote.

Councilmember Rueter made a motion to exit Executive Session at 8:25pm. Councilmember Montoya seconded the motion and it passed on unanimous vote.

Councilmember Montoya made a motion to approve the employment contract dated today with 1 change which will be made tomorrow. Councilmember Rueter seconded the motion and it passed unanimously.

Manager Duthie introduced his wife, Susan, to the Council.

8. DISCUSSION ITEMS

A. Discussion of the Grand Canyon National Park Medical Clinic status

This item was moved to the beginning of the meeting.

B. Discussion of Establishing a date for the Town Council strategic planning retreat

The Council discussed options and directed the Manager to schedule a retreat on a day in the week of January 11, 2016. The Council requested topics to include a summary of last year, new goals, financial status, medical clinic, community activities or projects, possible trail system, artwork, snow-play area, and broadband status.

9. TOWN MANAGER'S REPORT

Manager Duthie covered several topics including the following:

- The Kotzin Ranch survey will be reprinted and the postage issue has been resolved
- He attended the Rotary Club chili cook-off
- He attended a webinar regarding rural health issues which included the potential for using EMTs to provide some rural health care
- He attended the CVB mixer at Yavapai Lodge. It was well attended and he had the opportunity to develop some relationships with local business people.
- He attended a branding seminar for the state and was 1 of only 3 people representing communities outside the Valley
- He attended the International Dark Skies Association presentation in Grand Canyon National Park and the Town Planner is looking at the Revised Zoning Code for compliance. Mayor Bryan requested an update on our deficiencies soon.
- He had a discussion with Judge Krombeen of the Justice Court regarding possible security issues at Town Hall. Judge Krombeen will present at the November 4th Council meeting.
- He attended the TFD Board meeting on October 8th and learned that the Tusayan Wildland Fire Protection Plan may handle any FireWise requirements
- He announced that Melissa Drake has just celebrated her 3rd anniversary of working for the Town and thanked her for her service.
- Dalton Williams has been hired as a seasonal laborer
- Community Organization signs are up near the south roundabout
- The bank requires all Council signatures to add Councilmember John Schoppmann as an authorized signer on the Town's account
- The CVB "Trunk or Treat" will be on October 31, 2015 as well as a movie, "Unbranded," which will be shown at the IMAX Theater. There will be no charge but they will be accepting donations for the Arizona Trail Association
- The bench memorializing Dale Shewalter will be placed and dedicated on November 1, 2015 at 11am
- The ADOT Airport Master Plan Advisory Meeting will be held on October 29th here at Town Hall from 1pm to 3pm

10. FUTURE AGENDA ITEMS

- 11/4/15 - Broadband update
- 11/4/15 – County permitting and inspection status

11. COUNCIL MEMBERS' REPORTS

Councilmember Rueter stated that he will be attending the upcoming NACOG regional meeting in the Mayor's absence.

12. MAYOR'S REPORT

Mayor Bryan stated he will soon be meeting with new Kaibab National Forest Supervisor, Heather Provencio, and will have a separate meeting with Grand Canyon National Park Superintendent Uberuaga.

13. MOTION TO ADJOURN

Councilmember Montoya made a motion to adjourn the meeting at 9:06pm. Councilmember Rueter seconded the motion and it passed on unanimous vote.



Greg Bryan, Mayor 11/2/15
Date

ATTEST:



Melissa M. Drake, Town Clerk

CERTIFICATION

State of Arizona)
) ss.
Coconino County)

I, Melissa M. Drake, do hereby certify that I am the Town Clerk of the Town of Tusayan, 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 Town of Tusayan held on October 21, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 27th day of October, 2015



Town Clerk