

TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, September 21, 2016 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 Sanderson called the meeting to order at 6:04pm and the Pledge of Allegiance was recited.

2. ROLL CALL

MAYOR CRAIG SANDERSON
VICE MAYOR BECKY WIRTH - excused
COUNCILOR AL MONTOYA
COUNCILOR JOHN RUETER
COUNCILOR JOHN SCOPPMANN

Also present were:

Eric Duthie, Town Manager
Melissa M. Drake, Town Clerk

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

None

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

A. Swearing in of Council Member, and Council-appointed Mayor, Craig Sanderson

Clerk Drake issued the Oath of Office to Mayor Sanderson.

5. CONSENT AGENDA

A. Accounts Payable Billings

Councilor Rueter made a motion to approve the Consent Agenda. Councilor Montoya seconded the motion and it passed on unanimous vote.

6. ACTION ITEMS

A. Consideration, discussion, and possible approval of survey, which realigns the existing U.S. Forest Service (USFS) easement within the Sports Complex area. Approval is also required by the Grand Canyon School District before submittal to the USFS.

Manager Duthie described the existing easement and showed the proposed change. He recommended approval of this survey which realigns the easement.

The Council discussed the easement with Manager Duthie and noted that the roadway should allow for very large vehicles (semi-trucks) to turn at every curve on the road. Manager Duthie stated that this survey shows the proposed Forest Service easement and does not limit the size of the road.

Councilor Rueter made a motion to approve of this survey which realigns the easement. Councilor Montoya seconded the motion and it passed on unanimous vote.

B. Consideration, discussion, and possible approval of amending the Tusayan Fiscal Policy, adding Section 2.B. Online Security, amending Section 2.C. Transfer of Funds, and amending all reference to Purchasing Agent with Purchasing Manager, and direct renumbering of pages to accurately reflect changes

Manager Duthie discussed the policy changes recommended. He also recommended change the word "will" to "may" in Section 2.B. and "Mayor and Vice Mayor" to "two members of the Town Council" in Section 2.C.

After discussion, Councilor Rueter made a motion to approve the changes in the Fiscal Policy as stated with the recommendations discussed tonight. Councilor Montoya seconded the motion and it passed on unanimous vote.

7. DISCUSSION ITEMS

A. Update from Kaibab Learning Center of Town funding usage

Michelle Paul, Director of the Kaibab Learning Center (KLC) presented information about the usage of funding provided by the Town. She stated that they used the funds to increase staff which has increased their "Star Rating" which also made them eligible for scholarships.

Councilor Montoya suggested that Ms. Paul investigate the cost of providing benefits to the KLC staff and bring it back for discussion. The Council thanked her for the detailed information and the changes she has implemented.

8. REPORTS

A. Town Manager

i. Update on Affordable Housing

Escrow has begun on Ten X and the area has been surveyed. The project engineer will be here next week to work on preparation for the road, contract pre-work, etc. We are in the process of working with the Forest Service on a road maintenance agreement. The Town attorneys are looking into possible effects of the proposed National Monument.

The Council discussed with Manager Duthie the usage and maintenance of the Forest Service road.

ii. Update on Broadband Development

Manager Duthie submitted the easement application for the Apex fiber access to the Forest Service. The local USFS is very supportive of this effort.

We are working with CommNet but have no contract with them. Other contractors have contacted us but, so far, nothing concrete has materialized.

The Council discussed continuing options and issues with this project.

iii. Update on the Sports Complex and Work Group

Discussed earlier in the meeting.

iv. Update on the Planning and Zoning Commission

The Commission met earlier this month and recommended that the Council approve the preliminary plats for Ten X and Kotzin. The Council will have the opportunity to approve the plats at the first meeting in October.

v. Update of Administrative actions and issues

Senator Flake is chairing a meeting tomorrow morning about a number of bills he is supporting including a bill which would restrict the executive branch from unilaterally creating National Monuments and sweeping water rights. The Town has a response which will be read at the meeting in Washington D.C.

The employee housing unit which was affected by a fire is now being restored and we hope that it progresses quickly.

Manager Duthie asked Don Curnutt from the National Park Service to speak about an event this coming Saturday. Mr. Curnutt stated that a ribbon-cutting ceremony will be held for the Greenway Trail and the Mayor will be attending and speaking at the event.

Laurie Martin has offered to donate another bench in honor of the Arizona Trail founder, Dale Shewalter.

B. Council Members

None

C. Mayor

Mayor Sanderson spoke about his attendance at the Annual Conference of the League of Arizona Cities and Towns.

9. THE COUNCIL WILL RESOLVE AS THE HOUSING AUTHORITY OF THE TOWN OF TUSAYAN BOARD OF COMMISSIONERS

Councilor Rueter made a motion to resolve as the Housing Authority of the Town of Tusayan. Councilor Montoya seconded the motion and it passed on unanimous vote.

A. Discussion of Housing Authority issues

Stu Spaulding, Project Manager, joined the meeting by phone at 7:26pm.

a. Status and process update of Ten X Ranch Preliminary Plat (Phase One) to the Tusayan Planning and Zoning Commission

Executive Director Duthie and Mr. Spaulding presented the plat and additional maps of the area. They discussed the current status of the project and next steps.

Executive Director Duthie, with permission from Chair Sanderson, moved to Items c and d.

c. Update of Escrow status of Ten X Ranch

The escrow is in progress today.

d. Update of site development of Ten X Ranch

Executive Director Duthie spoke about the environmental study performed at Ten X and Mr. Spaulding spoke about work progress at the site.

Executive Director Duthie, with permission from Chair Sanderson, moved back to Item b.

b. Status and process update of Kotzin Ranch Preliminary Plat (Phase One) to the Tusayan Planning and Zoning Commission

Approval of a Preliminary Plat gets this project into process, prior to, and in case a National Monument is created.

Commissioner Rueter thanked Stu Spaulding and Executive Director Duthie for the progress which has been made.

THE BOARD OF COMMISSIONERS WILL RESOLVE AS THE TOWN COUNCIL

Commissioner Rueter made a motion to resolve as the Tusayan Town Council. Commissioner Montoya seconded the motion and it passed on unanimous vote.

10. FUTURE AGENDA ITEMS

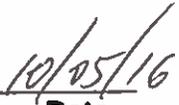
The following items were added to the list for future agendas:
October 19 – Broadband discussion
October 19 – Long Jim Loop repair

11. MOTION TO ADJOURN

Councilor Montoya made a motion to adjourn the meeting at 8:05pm. Councilor Rueter seconded the motion and it passed on unanimous vote.



Craig Sanderson, Mayor



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 September 21, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 26th day of September, 2016



Town Clerk