

**TUSAYAN TOWN COUNCIL REGULAR MEETING MINUTES**  
**Wednesday, March 7, 2018 at 6:00pm**  
Tusayan Town Hall  
845 Mustang Drive, Tusayan Arizona

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Sanderson called the meeting to order at 6:05 PM.

**1. MOMENT OF SILENCE**

**2. ROLL CALL** *One or two Council Members may attend by telephone*

**MAYOR CRAIG SANDERSON**  
**VICE MAYOR BECKY WIRTH**

**COUNCILOR DAVID CHAVEZ**  
**COUNCILOR AL MONTOYA**  
**COUNCILOR JOHN SCHOPPMANN**

Mayor Sanderson, Vice Mayor Wirth, Councilors Chavez and Montoya were present Mayor Sanderson explained that Councilor Schoppmann was excused for the moment.

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

*Members of the public may address the Council on items not on the printed agenda. The Council may not discuss, consider or act upon any matter raised during public comment. Members of the audience who wish to speak to the Council on an item listed as Public Hearing should complete a Request to Speak Card and turn it into the Town Clerk. Comments will be limited to three minutes per person.*

Fire Chief Brush rose and expressed his gratitude to John Schoppmann and John Vail for all of their volunteer help with maintenance items at the Fire Station.

**4. CEREMONIAL AND/OR INFORMATIONAL MATTERS**

**NONE**

**5. CONSENT AGENDA**

*Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.*

**A. Accounts Payable Billings**

**B. Minutes of the Town Council Meeting on 2/7/18**

**C. Consideration, discussion and ratification of engineering contracts related to Ten X affordable housing project.**

Mayor Sanderson asked for a motion to approve the consent agenda if there were no questions. A motion was made by Councilor Montoya, seconded by Councilor Chavez and passed unanimously.

**6. ACTION ITEMS**

**A. Consideration, discussion and possible approval of Chamber of Commerce supervised Shuttle Bus Stops Ambassador program and request for funding and support**

Laura Chastain from the Chamber of Commerce offered a presentation on a "Tusayan Ambassador" program. The program would involve personnel assisting tourists at the shuttle stops and offer information on recreational activities in the town. This will encourage longer stays in Tusayan by Canyon visitors.

Sharon Cann from Paul Revere Transit rose to answer questions about ridership issues and explained that this program was developed through the local intermodal transportation working group. It was designed to supplement and support increases in "park and ride" use to decrease traffic congestion and help promote the town.

The Council engaged with many questions regarding: training, payroll, and supervision of the Ambassadors. Councilor Montoya offered suggestions about translation services for the program. Councilor Chavez mentioned that he has been focused on increasing "google ratings" for town businesses and felt this would help with ratings and was a good way to get more "heads in beds".

Councilor Montoya moved to fund the program under Chamber oversight in the amount of \$65,000 for this year, contingent on ADOT ROW approvals and agreements with the town. Motion seconded by Councilor Chavez and passed 4-0.

**B. Consideration, discussion and possible action concerning the Justice Court Intergovernmental Agreement renewal in FY19**

Manager Duthie introduced Judge Robert Krombeen, Williams Justice Court, and told the council that the current agreement for court expires on June 30<sup>th</sup>. Judge Krombeen explained the history of the court, and how they had worked with the town to develop a court that was tailored to the needs of the community. He suggested a new agreement of 5 years to continue the development of a successful program for the town. Examples included transfer to doing the sessions in Tusayan which resulted in fewer failures to appear. Tusayan now has a very high appearance rate and defendants tend to show up early for court which is unusual. They have had 2 jury trials this year at the Town hall.

Judge Krombeen spoke to the original nature of the court being "no-cost" to the town with the fines, fees, restitution amounts, and other recovery being tendered to the county. An agreement with Williams Justice Court, and a separate IGA for his services as the town's Magistrate will allow for a more permanent and distinct judicial presence in the town with a full staff. The funds which currently go to the county will remain in Tusayan. He thought an expense reimbursement to the county in the amount of \$15,000 would be reasonable and he was willing to discuss his compensation as Magistrate. He noted he had been providing his service so far with no compensation or reimbursement.

Manager Duthie told the council that this was a fairly-standard practice for small communities throughout the state.

After further discussions of allowing on line fine payments and other details, a motion was made by Vice Mayor Wirth to authorize the Town Manager to negotiate an agreement for compensating the court staff and compensating Robert Krombeen to serve as the Magistrate for Tusayan and bringing it to council for approval prior to the expiration of the existing IGA,.

Motion was seconded by Councilor Montoya and passed 4-0.

**C. Consideration, discussion and possible action concerning Tusayan Sanitary District Building Permit status.**

Mayor Sanderson began the discussion with a history the current conflict and stated his desire to move past this to future cooperation. Explaining that the lawyers for the different sides disagreed on the issue of whether the town could require the district to finalize the permit for the water tank he offered the council an explanation of how they could proceed to get advice from Attorney Sims either in open session, executive session, or a combination of the two. Councilors Chavez and Wirth indicated a preference to go directly to executive session. Mayor asked if there was a motion for Executive Session, motion proffered by Councilor Chavez, seconded by Councilor Wirth, and passed unanimously.

Following return, Mayor asked Robert Petzoldt how many District Board members were present, and he replied that it was himself and three members.

Mayor stated that they may not be in agreement but thought they should hear the opinion of Attorney Sims and introduced him telephonically in the open session.

Attorney Sims applauded the suggestion by the district of an IGA between the town and district. He thought is was a good way to allow both entities to pursue the good work they each are pledged to do, for the public good, in a cooperative way,

He continued to state that the purpose of the statute was to allow municipalities to control the planning functions they by necessity had to perform while allowing other entities within the town boundaries to perform their necessary work. This is why the legislature provided for these districts to be outside of the zoning regulations but still permits the town to do its necessary role in planning and safety through compliance with the permitting process.

Following the explanation by Attorney Sims. Mayor asked the attorney to suggest wording for a possible motion to address the issues involved in the current dispute and set the stage for future necessary cooperation.

A motion was then made by the Mayor to request the sanitary district to provide the town or it's representative with all engineering plans or specifications necessary to complete the permitting process for the water tank recently installed by the district and directing the Town Manager to begin the process of working out an MOU that acknowledges the positive sides of the draft MOU provided by the district that spell out the responsibilities

of the district in providing wastewater services and the town's responsibility in administering the permitting process. Said motion was seconded by Vice Mayor Wirth and passed unanimously.

- D. Consideration, discussion and possible approval of establishing a work session meeting date for the Housing Authority for the Town of Tusayan (HATT).**

- E. Consideration, discussion and possible action to amend the distribution of Utility Sign-Off Information Fill In Form**

Mayor Sanderson discussed the options for changing the form and a motion was made to change the form to continue to include GCUSD as a reviewer but change the form to indicate acknowledgement of the information rather than approval or denial. Seconded by Wirth and passing unanimously.

- F. Consideration, discussion, and adoption of Resolution 2018-01 establishing a fee schedule for public records requests.**

Tabled for review of legal issues.

- G. Consideration, discussion and possible action concerning proposed Long Jim Loop Road lighting.**

Manager Duthie introduced Kevin Hartigan from APS for an explanation of the process for installing additional lighting along Long Jim Loop. Mr. Hartigan reviewed several options for style, location, and type of lighting, as well as options for managing the installation and the operating costs of the lights.

Clarinda Vail spoke to address the need to assure that the proper placement of the lights would not impact the adjacent trail way or area housing.

Robert Petzoldt spoke about the easement situation along the loop. Councilor Chavez asked about options for alternative power for the lights and other options for placement.

A motion was made by Councilor Montoya to authorize the initial payment of \$2000 to APS to begin the engineering process and authorizing the Town Manager to explore other possible options for power, and placement of the proposed lighting. Motion seconded by Vice Mayor Wirth and passed unanimously.

- H. Consideration, discussion and possible approval of the Arizona Municipal Risk Retention Pool Fourth Amended and Restated Membership Agreement**

Vice Mayor Wirth mad a motion to renew the existing agreement, seconded by Mayor and passed unanimously.

- I. Consideration, discussion and possible approval of Ordinance 2018-01 repealing section 13.6 of Ordinance No. 2012-04 and adopt and replace said section 13.6 with revised section 13.6 as set forth.**

Tabled for next meeting in order to address scrivener's errors pointed out by Attorney Oberholtzer.

## **7. DISCUSSION ITEMS**

### **A. Discussion of Town Founders Day celebration (Councilmember Schoppmann)**

Tabled due to absence of Councilor Schoppmann

### **B. Discussion of County Sheriff traffic signs (Councilmember Schoppmann)**

Councilor Chavez commented that the sign was in place but needed moved further south. Vice Mayor noted that it seems to help get attention but there are some problems with the operation. Town Staff explained that they'd discussed with Sheriff's department and they were in process of repair.

### **C. Discussion of internet improvement projects and update with consultant**

Manager Duthie discussed options for service, ongoing conversations with planners, and the recent installation of fiber into the towns loop. Bill Bolin addressed the council on funding options, need for backhaul provisions and history of lack of funding for actual installation of fiber feed from Williams.

### **D. Discussion of Ten X affordable housing project**

Manager Duthie provided updates on surveys, plans and actions on 10X. Still on track to break ground later this spring.

### **E. Discussion of Community Wellness meeting issues**

Manager Duthie reported discussion at recent wellness meeting regarding community events and roadway detours due to construction at GCNP.

## **8. REPORTS**

### **A. Town Manager**

- i. Planning and Zoning Commission**
- ii. Administrative actions and issues**

### **B. Council Members**

### **C. Mayor**

## **9. FUTURE AGENDA ITEMS**

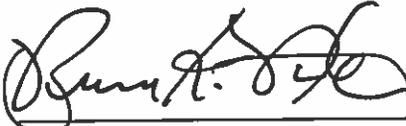
## **10. MOTION TO ADJOURN**

**A motion to adjourn was made by Councilor Chavez, seconded by Vice Mayor Wirth and passed unanimously at 10:49 PM**

  
\_\_\_\_\_  
Craig Sanderson, Mayor

04-11-18  
Date

ATTEST:

  
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Bruce K. Northern, Town Clerk

**CERTIFICATION**

State of Arizona        )  
                                  ) ss.  
Coconino County        )

I, Bruce Northern, 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 March 7, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 11th day of April 2018

  
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Bruce K. Northern, Town Clerk