

MINUTES

TUSAYAN TOWN COUNCIL SPECIAL MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431 .03

Wednesday, November 18, 2020 at 3:00 p.m.

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

Pursuant to A.A.S. § 38-431 .02, notice is hereby given to the members of the Tusayan Town Council and to the public that the Tusayan Town council will hold a meeting open to the public on Wednesday, November 18, 2020, at the Tusayan Town Hall Building. If authorized by a majority vote of the Tusayan Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Council may vote to go into executive session pursuant to A.R.S. § 38-431.03. A.3 for legal advice concerning any matter on the agenda, including those items set forth in the consent and regular agenda sections. The Town Council may change, in its discussion, the order in which any agenda items are discussed during the meeting.

Persons with a disability may request a reasonable accommodation by contacting the Town Manager at (928) 638- 9909 as soon as possible.

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you silence it to minimize disruption of today's meeting.

TOWN COUNCIL SPECIAL MEETING SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Mayor Brady Harris called the meeting into order at 3:04 PM and led the group in the Pledge of Allegiance.

2. MOMENT OF SILENCE

A moment of silence dedicated to those suffering from Covid-19 and deaths associated with Covid-19 was observed.

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

Mayor Craig Sanderson and Council Member Al Montoya were present by Zoom. A full quorum was declared after roll call.

**MAYOR CRAIG SANDERSON
VICE MAYOR BRADY HARRIS**

**COUNCIL MEMBER ROBB BALDOSKY
COUNCIL MEMBER AL MONTOYA
COUNCIL MEMBER BECKY WIRTH**

Present: Craig Sanderson, Mayor; Brady Harris, Vice Mayor; Becky Wirth, Council Member; Al Montoya, Council Member; Robb Baldosky, Council Member

Staff Present: Charlie Hendrix, Town Manager
Marla Wortmann, Town Clerk
Jill Goodman, Executive Assistant

Attendees:

John Rueter, Hydro Resources, Inc.

4. 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.

Robert Petzoldt addressed the council to thank the council for the town's great response in helping businesses and citizens dealing with Covid-19.

The council re-ordered the agenda to move the work session forward. 8A first, then 9A and 9B, the order would then go back to the listed order on the agenda starting back at item 5.

5. CEREMONIAL AND/OR INFORMATIONAL MATTERS

No report.

6. 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.

No Report.

7. ACTION ITEMS

- A.** Consideration, discussion, and possible action regarding Resolution 2020-19, a canvass of votes at the November 03, 2020, general election. (10 min)

Town Manager Charlie Hendrix reviewed the canvas of votes results and read sections 3 and 5 declaring the results. Council member for the Town of Tusayan, Greg Brush received a sufficient majority of the votes and is elected to a four-year term as Town Council Member. As to the Home Rule Alternative Expenditure Limitation Question Proposition 437 received a majority of "yes" votes and is hereby declared passed. Manager Hendrix also noted section 6 -Staff is hereby directed to notify the proper offices and authorities of these election results. Manager Hendrix reported staff is required to report the Home Rule results in a timely manner and requested to have Vice-Mayor Brady Harris sign the resolution once approved to avoid any delays.

Moved by Council Member Robb Baldosky, seconded by Council Member Becky Wirth. Motion to approve Resolution 2020-19 regarding the canvass of the 2020 General Election and authorize Vice Mayor Brady Harris to sign on behalf of the Mayor. Vote: 5-0 Passed Unanimously.

- B.** Consideration, discussion, and possible action regarding maintenance to-do list. (15 min)

Town Manager Charlie Hendrix reviewed items in her report. Manager Hendrix discussed creating earning opportunities for members of the community during Covid-19 crisis. It was suggested to create more maintenance opportunities and recommended considering moving \$20,000 from the Second Covid Contingency Covid Fund over to be used for Maintenance projects, so the town can use the maintenance contractor to do short term

projects which would relate to Covid relief. This Covid relief could involve bringing on more extra labor for Covid relief or Covid relief related projects. One example is converting the bathroom at the Sports Plex into warming stations for during the winter time and for emergency use. The heat would be maintained at 50 degrees so plumbing doesn't freeze. The Town Maintenance Manager would oversee the hired employees. The importance of hiring local individuals instead of hiring outside workers was discussed. Manager Hendrix reported it has already been set up, so she can hire day labor and will utilize that option as needed for projects. Manager Hendrix requested a policy directive from the council if they would like to continue with hiring day labor particularly in the maintenance field. Individuals are hired on a project basis, so when the project is completed their work is done, and they are not guaranteed to continue working.

Moved by Vice Mayor Brady Harris, seconded by Council Member Becky Wirth. Motion to approve moving \$20,000 from the Second Covid Contingency Fund to Maintenance. Vote: 5-0 Passed Unanimously.

- C. Consideration, discussion, and possible action regarding drive through holiday party. (10 min)

Town Manager Charlie Hendrix reported there is a list of holiday items posted to the web page for review. The drive through holiday party was discussed and since there are so many other things being worked on by staff and others in the community it was recommended to not have this event. Some other events being planned include the Turkey Distribution, Holiday lights, window decorations, children's coloring contest, and the Santa Shack (shop for Free Will donations). Council agreed it was better to be vigilant of the rise in cases of Covid during group gatherings and postpone events such as the drive through holiday party to another year.

- D. Consideration, discussions, and possible action regarding authorization of staff to open a savings account. (5 min)

Town Manager Charlie Hendrix reported at the last meeting the council authorized opening a new checking account. It was pointed out later, the same issue with security is associated with the savings account. Staff is asking for approval to take the same measures with the Town saving account.

Moved by Council Member Becky Wirth, seconded by Council Member Robb Baldosky. Motion to authorize staff to open a new saving account and transfer funds from our old saving account. Vote: 5-0 Passed Unanimously

8. WORK SESSION

- A. Informational and work group session working with Hydro-Resources, Inc. (30 min)

John Rueter with Hydro-Resources, Inc. was present to discuss possible acquisition of the water system. Mr. Rueter advised it is the wish of the board of directors that the ownership of the water system to remain local, therefore would like to offer the town a chance to purchase it. After reviewing the Water Study presented to the board, Hydro-Resources, Inc. didn't agree with everything in the report and wanted to update the council of the ownership discrepancies. Mr. Rueter clarified which assets would be included and which would not be included and gave an overview of the water system. Council members asked questions regarding the Squire Bypass, which properties are transferrable and negotiable, lack of capacity of the Tusayan well, storage, re-routing around the Squire

property, looping the system for redundancy, fire flow, special use permit, municipal code requirements, upkeep of water lines, and the need to have a stand-alone system of some sort at sometime. Mr. Rueter answered Council members questions. Councilor Becky Wirth stated for the record we had a reassurance before that nothing was going to change but as soon as we took ownership there was a change.

Town Manager Charlie Hendrix updated the Mayor that the staff doesn't have a position on what council decides and staff is preparing to be ready in case a decision is made to purchase the water system. There is a pretest in January for the obtaining a Water Operators License. An initial application has been set up with WIFA in case we decide to approach them for financing. Also, the new accounting software has to ability to include water billing to the software which the Interim Clerk would be able to assist with due to prior experience in the water industry. Manager Hendrix also reported after checking on the upcoming election dates, the next election date available is May 21st, 2021 with the county requiring notice by December 21st, 2020.

Council Member Becky Wirth asked if Hydro-Resources, Inc/ has a deadline when they need an answer to their offer by? Hydro Resources, Inc. Director, Brenda Halvorson advised the company is not interested in maintaining the water system for a long period of time, but would be willing to work with the council and wait for the December meeting for the council to put it up for a vote.

Moved by Council Member Robb Baldosky, seconded by Council Member Becky Wirth. Motion to enter Executive Session at 3:48 PM. Vote: 5-0 Passed Unanimously (estimated time regular meeting will resume is 4:30 PM - updates will be posted by Zoom).

9. EXECUTIVE SESSION

If authorized by a majority vote of the Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Town Council may vote to go into executive session.

- A. Pursuant to A.R.S. § 38-431.03 A.3., A.4 and A. 7 to receive legal advice and provide instructions to staff regarding Water System Study review and purchase. (30 min)
- B. Pursuant to A.R.S. § 38-431.03 A.3.and A.4 One Arizona Opioid Settlement Memorandum of Understanding (10 min)

Council back from Executive Session at 5:15 PM and will resume the meeting with Item 5 then rest of the meeting as usual.

10. REPORTS

- A. Town Manager Report.

Town Manager Charlie Hendrix highlighted a few things on her report including working on concerns regarding the pavement project. They will be coming back in the spring to do some corrective work. Payment will be issued once the corrective work is completed. The CMAR has been released to the public, and we have received email interest back from 3 businesses wanting to bid the project. The new accounting software will be installed the week of January 29th and Council Training for this software is set for Friday, February 5th. This training will be open to the public as well. ClerkBooks will be here for two days of training - the first day for staff and the second day for council.

B. Council Members Report.

See Turkey Distribution report below.

a. Thanksgiving Turkey Give Away. (5 min)

Vice Mayor, Brady Harris reported the Thanksgiving Turkey Giveaway is tomorrow at 1:30 PM. He invited all volunteers to show up one hour early to help set up. Thanks to Big E Steakhouse for a last minute donation of funds for green beans and pies. The town is very grateful for the generosity. We have 86 participants so far which is less than originally planned, and we are still taking registrations.

C. Mayor Report.

No Report.

11. MOTION TO ADJOURN

Moved by Council Member Al Montoya, seconded by Council Member Robb Baldosky. Motion to adjourn the meeting. Vote: 5-0 Passed Unanimously

Craig Sanderson, Mayor Date

ATTEST:

Town Clerk

STATE OF ARIZONA) CERTIFICATION

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COCONINO COUNTY)

I, Mark Westman, do hereby certify that I am the Town clerk of 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 11-18-2020. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4th day of May 2020

Mark Westman
Town Clerk