

**ST. JOHNS CITY COUNCIL
REGULAR MEETING MINUTES
June 14, 2012**

The regular meeting was duly posted. Mayor Fred Nielsen called the meeting to order at approximately 6:37 pm in the Board of Supervisors Meeting Room at the County Annex.

ROLL CALL: Mayor Fred Nielsen, Councilwoman Kay Hauser, Councilman Pete Hancock, Councilman Ryan Patterson, Councilman Michael Cirivello, and Councilman Spence Udall

ABSENT: Vice Mayor Ryan Ashton

STAFF PRESENT: Interim City Manager Paul Ramsey, City Attorney Bryce Patterson, Finance Director/City Clerk Evan Nelson, Police Chief Donny Jones, Assistant Fire Chief Jason Kirk, Assistant EMS Chief Jean Kirk, and Airport Manager Gary Liston

OTHERS PRESENT: Odet Bloomfield, Betty Clanton, and Tana Wilson

INVOCATION: Evan Nelson

PLEDGE: Jason Kirk

CALL TO THE PUBLIC

Tana Wilson representing the Fine Arts Program thanked the Council for their continued support.

CONSENT AGENDA

1. Consider approval of April 12, 2012 Regular Meeting Minutes.
2. Payment of bills.

MOTION

Motion was made by Councilwoman Kay Hauser to approve the consent agenda items as stated. Motion was seconded by Mayor Nielsen.

Motion passed 6-0.

REGULAR MEETING AGENDA

3. **City Hall Project.**

Mayor Nielsen asked Mr. Ramsey to relate topics discussed in the original meeting between the City and the County Public Health Department. Discussion ensued regarding ownership versus leasing. Mayor assigned Mr.

Ramsey to assign out or put together a team to draw up a preliminary agreement with the Health Department to show City readiness to go forward. It should be based on:

1. Previous discussions with the Health Department
2. Funds already expended.
3. Projected funds needing to be spent.
4. The remodel plans.
5. Location in the building.
6. Our willingness to put up funds.

4. Consider approval of facility lease agreement with Northern Arizona Vocational Institute of Technology (NAVIT).

Mr. Ramsey explained that this agreement is just an extension of the current lease with the dates changed.

MOTION:

Motion was made by Councilman Ryan Patterson to approve the agreement. Motion was seconded by Councilman Michael Cirivello.

MOTION PASSED 6-0

5. Consider repealing Ordinance 125, an ordinance of the St. Johns City Council amending Article 11-11-7 of the City Code, related to water restrictions.

Mr. Ramsey explained the repealing Ordinance 125 would lift the water restrictions currently in place. This is possible because of recent improvements to the water system.

MOTION:

Motion was made Councilwoman Kay Hauser to repeal Ordinance 125. Motion was seconded by Mayor Fred Nielsen.

MOTION PASSED 6-0

6. Consider advising staff on possible amendments to the City policy regarding residency requirements.

Mr. Ramsey introduced his concern regarding staffing issues. Discussion ensued regarding what the requirements meant for emergency services. The history of the ordinance was recited by Mr. Bryce Patterson. He also gave some clarification about the councils options in amending the ordinance. Opinions expressed were varied. Mayor Nielsen requested that Staff come back next meeting with recommendations after considering the needs of each department. He also asked Attorney Patterson to advise staff on the legal aspects.

7. Planning and Zoning Commission recommendation regarding the City street system and future development.

Mr. Evan Nelson reported on the Planning and Zoning meeting. A summary was provided. A discussion revolved around the streets and the recommendations regarding 13th West. Also discussed was the maintaining of current streets, and funding for new construction. Mr. Ramsey was directed to contact the Globe District Engineer regarding the State Highway repair of the main highway through the city. The City street repair policy was discussed. Dust abatement chemicals for unpaved streets and the cost involved was discussed.

8. Consider approval of Resolution 494, Declaring as a Public Record certain documents entitled “June 2012 Amendment to the City of St. Johns Fiscal Policy and Procedure Manual.”

Mr. Jason Kirk stated that the resolutions purpose is to meet the publishing needs of a large document of Ordinance 149 next on the agenda.

MOTION:

Motion was made by Mayor Fred Nielsen to approve Resolution 494. Motion was seconded by Councilwoman Kay Hauser.

MOTION PASSED 6-0

9. Consider approval of Ordinance 149, an Ordinance of the St. Johns City Council amending the City Fiscal Policy and Procedures Manual to include bid protest procedures, amending Section 2.B and adding Section 2.G.

Mr. Kirk explained that this policy and procedures relating to bidding have been in place but had never been put on paper. Attorney Patterson had some corrections that needed to be made to the document.

MOTION:

Motion was made by Councilman Ryan Patterson to approve Ordinance 149 with the corrections stated by City Attorney Bryce Patterson. Motion was seconded by Mayor Fred Nielsen.

MOTION PASSED 6-0

10. Fiscal Year 2012-2013 Budget.

Mr. Nelson explained some of the changes to the Draft Budget since the last work session. Including a 3% saving margin and wage increase for

employees. The water fund still needs to be addressed.. Discussion ensued regarding the costs involved of wage increases for employees. There were many and varied opinions. The deadline for passing the Budget was also brought up as being next month. Mr. Nelson answered questions from the council. Mr. Ramsey reported on the meeting held with the plant manager at SRP regarding the airport expenses he and Mr. Liston attended requesting funds from SRP for the services provided. Mayor Nielsen asked what can be done in extra services at the airport to generate income.

11. Consider Approval of Joint Project Agreement 12-129 between the State of Arizona and the City of St. Johns, Related to Airport Runway Pavement Preservation.

Mr. Ramsey introduced the Agreement. It is for maintaining the runway.

MOTION:

Motion was made by Councilman Ryan Patterson to approve Agreement 12-129. Motion was seconded by Councilwoman Kay Hauser.

MOTION PASSED: 6-0

12. Discussion/Action regarding filling the City Manager and Public Works Director Positions. The Council may vote to discuss this matter in executive session pursuant to A.R.S. 38-431.03(A)(1) "Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body."

MOTION:

Motion was made by Mayor Nielsen to adjourn to Executive Session. Motion was seconded by Councilman Ryan Patterson.

MOTION PASSED: 5-1 COUNCILMAN PETE HANCOCK OPPOSED.

Council Meeting was adjourned at: 7:58 pm.

Council Meeting was re-convened at: 8:54 pm.

Councilwoman Kay Hauser praised the City employees in the job that they have been doing then proposed the following motion.

MOTION:

Motion was made by Councilwoman Kay Hauser that Mr. Paul Ramsey continue as Interim City Manager and Public Works Director for the next 6 months and the positions be re-evaluated at that time. Motion was seconded by Councilman Michael Cirivello.

MOTION PASSED: 5-1 COUNCILMAN PETE HANCOCK OPPOSED.

Discussion ensued regarding the two positions and the need for evaluations being done on both positions. Attorney Patterson interjected that they are two issues and would need two separate motions. Mayor Nielsen informed everyone that he would get the evaluation forms to all the council members.

MOTION:

Motion was made by Mayor Fred Nielsen that every councilmember complete a written evaluation of Mr. Paul Ramsey with evaluation forms previously used and have it available at next months meeting. Motion was seconded by Councilman Spence Udall.

MOTION PASSED: 6-0

13. Consider approval of proposed amendments to the Fiscal Year 2011-2012 Budget.

Mr. Nelson proposed amendments to the budget in order to keep it balanced, and on recommendations from auditor.

MOTION:

Motion was made by Councilman Ryan Patterson to approve the proposed amendments. Motion was seconded by Mayor Fred Nielsen.

MOTION PASSED: 6-0

14. Financial Report.

Mr. Nelson gave the financial report for the month of April. He pointed out revenues and expenses. He also stated that the next audit is coming up and a preliminary meeting was accomplished. Mr. Nelson handed out a list detailing the steps taken for fixing last year's audit recommendations and the dates when they would be accomplished.

15. City Manager's Report.

Mr. Ramsey gave his report starting with the water transmission line. Data on the electrical savings of the new system will need some time going by before the old data can be compared to the new data. There was a meeting regarding the Potash Mine but no real news to report. The Centennial/4th of July activities were discussed with Councilwoman Hauser reporting on all that has been happening with the planning and preparation. She also asked for more volunteers to help with various work assignments. Mr. Ramsey reported on the CDBG progress. The pipeline is complete, and asphaltting and patching

will begin right away. Councilman Udall reported that the natural gas pipeline suggestion was dead ended as too expensive.

FUTURE AGENDA ITEMS

Mayor Nielsen brought up Mr. Jay Platt having an interest in a grocery store coming to town, and asked Mr. Ramsey to contact him to find out more details and tell him we are interested in all help. Mayor Nielsen asked that Mr. Platt be introduced to Eric Swanson.

Councilman Udall requested that the council agenda, even if not completely done, would get out earlier possibly by email.

Councilman Cirivello brought up that the council evaluated the Airport and had plans to evaluate each department. It has not been done and he recommended that it still needs to be done. He asked is that a schedule be made for the evaluations.

Mayor Nielsen asked about having a record of the 1st strategic planning meeting they had as a council. He would like that put back on the agenda for the council to evaluate where they are, and what has been accomplished or not accomplished.

ADJOURNMENT

MOTION:

Motion was made by Mayor Fred Nielsen to adjourn the meeting. Motion was seconded by Councilman Pete Hancock.

Motion passed 6-0.

Meeting adjourned at 9:31 pm.

Fred Nielsen, Mayor

ATTEST:

Kim Cowley, Deputy City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the St. Johns City Council held on the 14th day of July, 2011. I certify that the meeting was duly called and held and that a quorum was present.

Kim Cowley, Deputy City Clerk

*Please Note: Approved minutes are not a verbatim record of what happened at the City Council meeting, they capture a summary of the meeting as well as all actions taken. A recording of the entire meeting is available upon request at the City Clerk's office for three months following each meeting.