

Minutes of the regular meeting of the Winslow City Council held on September 14, 2021 at 6:30 P.M. in the main hall of the Winslow Visitor's Center, 523 West Second Street, Winslow, Arizona.

MEMBERS PRESENT:

Mayor Cano, Councilmember Boyd, Councilmember Cake (via Zoom), Councilmember Crisp, Councilmember Jackson, Councilmember MacLean, Councilmember Nelson

MEMBERS ABSENT:

None

STAFF:

John Barkley City Manager, Trish Stuhan City Attorney, Suzy Wetzel City Clerk, David Coolidge Assistant City Manager, Elias Jouen Finance Director, Cory Franek Deputy Public Works Director, Ken Arend Police Chief, James Hernandez Fire Chief, Sandra Knight Recreation Manager, Kelleen Haney Police Office Manager

Mayor Cano called the meeting to order. The Pledge was given and a moment of silence was observed. Roll call was taken and Councilmember Cake was absent. Motion: Moved by Councilmember Crisp, seconded by Councilmember Nelson, to excuse Councilmember Cake. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Crisp, Jackson, MacLean and Nelson voting yes. Councilmember Cake joined the meeting at 6:40 p.m.

CALL TO THE PUBLIC

Debbie Martinez spoke regarding weed issues, including the entrances into Winslow, and the need to improve the appearance of the city.

MAYOR AND COUNCILMEMBERS REPORTS

A. Current Events and Announcements

Councilmember Crisp announced information regarding the following:

- Farmers Market schedule
- Growing on 66 and Sweetland Community Garden hosted event scheduled for September 16th
- Homecoming Assembly scheduled for September 16th and Homecoming Football Game on September 17th

- Friends of the Library Book Sale on September 21st
- Return of Lunch & Learn Business Workshops beginning October 7th

On behalf of Chamber CEO Bob Hall, Councilmember Crisp announced that the Standin' on the Corner Park recently received a Trip Advisor Traveler's Choice Award.

Councilmember Crisp also provided a recap of highlights from the Rural Policy Forum and the League of Arizona Cities & Towns stating that she had attended several informative sessions at both events. The recap included information regarding the Supreme Court Decision concerning the Gift Clause and a program referred to as "Capital Pipeline" to utilize capital projects for cities and towns.

Mayor Cano provided information regarding the success of the Winslow Community Celebration held on August 21st and thanked Loren and Gary Hardy who cooked throughout the event. Mayor Cano commented on the 9-11 memorial ceremony and expressed thanks to the Public Works Department for their work at the 9-11 Memorial Garden. Mayor Cano then announced the upcoming Standin' on the Corner Festival on September 24th & 25th, the Car Show on October 1st & 2nd, Ink Fest on October 9th & 10th and return of the Christmas Parade on November 20th.

Councilmember Nelson announced the Community Food Distribution event scheduled for September 23rd and the Little Colorado Medical Center (LCMC) Cancer Walk scheduled for October 9th.

B. Future Agenda Items

Mayor Cano referred to complaints she has received regarding the condition of city streets and requested that information regarding repairs be communicated with the Council so that they can pass on the information when a complaint is received. Mayor Cano also referred to the monthly Coffee with a Cop events and discussed the possibility of having Coffee with the Council on a quarterly basis.

Councilmember Jackson requested an update regarding the city's weed eradication plan and stated that he would also like for the Council to consider an indoor mask mandate for city facilities.

STATUS REPORTS**A. Verbal Status Report on Current City Activities by City Manager Which May Include Highlights of Various City Department Activities**

After referring to his written report previously provided to the Council, the City Manager stated that staff recently attended the Northern Arizona Council of Government's quarterly meeting in support of their Economic Development grant award to the city in the amount of \$500,000 to be used for the initial planning and design of the Winslow-Lindbergh Regional parkway project.

The City Manager then commented on the following items:

- Attendance by staff at the monthly REAL AZ Development Council meeting
- Upcoming meeting with the Governor's Office to discuss city development and infrastructure projects
- City staff support for the Lunch and Learn workshops
- Assistance provided by staff for the 9-11 Remembrance Ceremony
- Update on various Community Development projects including the cancellation of The Four Forest Restoration Initiative (4Fri) project by the U.S. Forest Service
- Schedule for LED Streetlight project and the 2021 Street Improvement project
- Installation of new Route 66 emblem on Second Street & Kinsley Avenue
- Coffee with a Cop event held on September 8th
- Successful DUI Task Force operation conducted by the Police Department
- Department of Public Safety's Life-Saving Award presented to Sergeant Alejandro Barron and Governor's Office of Highway Safety Coordinator Award presented to Lieutenant Ron Blass
- Meeting held with Nexxus Consulting at the League Conference to discuss next steps for the Levee project
- Temporary closure of library due to COVID-19 related illness
- Update on resurfacing parking lot at Henderson Square
- Meeting held with Public Housing Director and HUD Continuum of Care officials
- Status of Airport projects including Airport Capital Improvement Program for 2022 – 2026, completion of

Taxiway B project and Through-the-Fence Agreement with Guardian Air

- New grant-funded Transit Bus expected to be place in service by the end of October

The City Manager also responded to questions from Councilmember Nelson regarding the abatement order for 104 East First Street.

B. Monthly Financial Report by Finance Director Which May Include Balances, Expenditures and Revenues in All Funds and Various Sales Tax Comparisons by Category and Criteria for Use of American Rescue Plan Act (ARPA) Funds

The Finance Director referred to the information that was provided in the packet and noted that this report is for the first month of the fiscal year. The Finance Director highlighted City Sales Tax revenues by category as provided by the Department of Revenue in comparison to this time last year.

The Finance Director then provided information regarding eligible uses for American Rescue Plan Act (ARPA) Funds in the amount of \$3.1 million that the city has received through an application process. Councilmember Crisp commented on information provided at the League Conference regarding ARPA funds and in response to a question from Councilmember Nelson, the City Manager stated that there has been staff discussion to use some of the funds for city infrastructure needs.

The City Attorney cautioned that it will be necessary to follow the final IRS rule for authorized use of the expenditures so that they be accounted for in an appropriate manner for audit purposes. There was further discussion regarding the needs of small business owners in the community who could benefit from financial assistance. Mayor Cano stressed the importance of having an open line of communication with the Council regarding use of the funds.

C. Quarterly Fire Report Which May Include Call Statistics, Equipment Repairs and Personnel Training

The Fire Chief referred to his written report included in the packet and provided information regarding annual testing of the Fire Department's air packs that took place on September 9th. The Fire Chief reported that it will be necessary to purchase new air packs in the next two years, which is a major expense, however staff is looking into applying for grant funds to help cover the purchase.

The Fire Chief also reported that his department participated in the Department of Corrections annual observance of 9-11 as well as the ceremony at the Memorial Garden on September 11th.

After announcing that the Fire Department has received a donation of a used fire hose from the Salt River Fire Department, the Fire Chief responded to questions and comments from the Council regarding volunteer firefighters and full time positions.

CONSENT CALENDAR

Councilmember Nelson requested that Items A & H be pulled for discussion, Councilmember Crisp requested that Item C be pulled for discussion and Mayor Cano requested that Items E & L be pulled for discussion. Motion: Moved by Councilmember Boyd, seconded by Councilmember Nelson, to approve the Consent Calendar minus Items A, C, E, H & L. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

A. Discussion and/or Action to Approve the Check Register

In response to a question from Councilmember Nelson regarding a check included on the check register for 3B's weed abatement, the City Manager stated that staff will look into the check and provide additional information to the Council.

Motion: Moved by Councilmember Boyd, seconded by Councilmember Nelson, to approve the check register. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

B. Discussion and/or Action to Approve Minutes of the City Council Regular Meeting of August 10, 2021

C. Discussion and/or Action to Approve Agreement Between the City of Winslow and the Winslow Lady Knockouts Softball Organization

The Recreation Manager responded to questions from Councilmember Crisp regarding the cost for travel teams to use the field lighting and where the funds are budgeted to pay for the lighting. Councilmember Crisp referred to the fact that this agreement states that city will provide field lighting to conduct practice and games and stated that someone who wanted to have a benefit softball tournament was told that they would have to pay for the lighting. The Recreation Manager responded by stating that there is a section in the Fee Schedule pertaining to

tournament rentals. Further discussion included the policy to waive fees when a request is received and the cost of providing lighting for games and practices.

Motion: Moved by Councilmember MacLean, seconded by Councilmember Jackson, to approve the agreement between the City of Winslow and the Winslow Lady Knockouts Softball Organization. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

- D. Discussion and/or Action to Approve Intergovernmental Agreement with the Navajo County Sheriff's Office Regarding the Byrne's Grant Funding for FY 21/22**
- E. Discussion and/or Action to Approve Cooperative Purchasing Agreement with Governmentjobs.com, Inc. dba NEOGOV, for Human Resources Information System and Talent Solutions**

At the request of Mayor Cano, the Assistant City Manager provided information regarding the services that will be provided with this agreement and how the city will benefit from those services. The Assistant City Manager also confirmed that the agreement is for three years for a total cost of \$151,376 that was included in the budget. Councilmember MacLean stated that before the contract is renewed in three years, he would like to make sure the city sees the benefits of using a nationwide recruitment program.

Motion: Moved by Councilmember Crisp, seconded by Councilmember Cake, to approve the Cooperative Purchasing Agreement with Governmentjobs.com for Human Resources Information System and Talent Solutions. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

- F. Discussion and/or Action to Award Bid and Approve Payment for 2021 Street Maintenance**
- G. Discussion and/or Action to Reject Bid of Non-Responsive Bidder for the Acquisition of Wastewater Treatment Plant UV Disinfection System and Award Bid and Approve Payment to Responsive Bidder**
- H. Discussion and/or Action to Award Contract for Janitorial Services**

Mayor Cano referred to discussions when this item was previously presented to the Council and clarification was provided that this

contract is a result of a recent solicitation for qualifications that was advertised accordingly. At the request of Mayor Cano, the City Manager explained the steps that are taken when requesting qualifications/proposals. The City Manager also confirmed that the only response that was received was from Mountain Fresh Cleaning of Flagstaff who employs a Winslow resident.

There was discussion regarding the local cleaning company (Clean as Can B) that expressed interest in February after a proposed contract with Mountain Fresh Cleaning was presented to the Council and not approved. Mayor Cano suggested that a contract with Mountain Fresh Cleaning be approved for cleaning of the Police Department since there is a need for their services at that facility and the local company be considered for cleaning all other city facilities. The City Attorney referred to the city's Procurement Policy and stated that it, as well as other State requirements, must be followed and discussed options for moving forward with outsourcing janitorial services, including reissuing the Request for Proposals (RFP). The City Attorney stated that the City Manager can look into options if there is a need for emergency cleaning services on a temporary basis.

There was further discussion regarding why the local company did not submit a response to the RFP and if city staff is obligated to make vendors aware when solicitations are being sought. The City Manager discussed the possibility of meeting with the local company and handling the contract under his administrative authority if the amount for their services is under the allowed threshold. The City Manager also stated that he is unsure if Mountain Fresh is interested in only cleaning the Police Department. In response to a question from Councilmember Cake, the City Attorney discussed the termination clause of 30 days as outlined in the contract.

The City Attorney also responded to a question from Councilmember MacLean regarding contract options as it relates to the Procurement Policy and stated that it is the discretion of the Council on how to proceed with this contract. After the City Manager discussed the options available under his administrative authority, Councilmember Crisp stated that for the sake of transparency and since this has been a long process, any contract being considered for janitorial services should come back to the Council for approval.

Councilmember Jackson referred to the Procurement Policy and stated that responsibility lies with potential bidders to watch for an RFP to be issued. The City Manager commented on the need to also look at the most qualified company when multiple responses are received.

Motion: Moved by Councilmember Boyd, seconded by Mayor Cano, to reject the current bid due to lack of responses and reopen the bidding process to see if more competitive bidders respond. Motion passed by roll call vote with Mayor Cano and Councilmembers Boyd, Crisp, Jackson and Nelson voting yes and Councilmembers Cake and MacLean voting no.

Prior to voting on the motion, the City Attorney provided clarification, at the request of Councilmember Crisp, that the Council can reach out to prospective bidders to make them aware that the city is soliciting bids. In response to a question from Councilmember MacLean, the City Clerk stated that the earliest this item will be ready to come back to the Council would be October 26th. Councilmember MacLean also expressed concern regarding setting a precedence because a company failed to submit a response to an RFP. There was a brief discussion regarding the fact that it is a company's responsibility and not city staff's to make them aware that an RFP is being solicited. The City Attorney also provided information on the options for when no responses or bids are received.

- I. Discussion and/or Action to Repeal Ordinance No. 1358 Adopted by the City Council on January 26, 2021 Authorizing the Sale of Real Property Located Within the Airport Industrial Park North of the Dyke and West of South Highway 87 to Cavan Realty**
- J. Discussion and/or Action to Approve and Adopt Resolution No. 1877 Authorizing the Acceptance of a Grant from the Federal Aviation Administration for the Airport Coronavirus Response Grant Funding Program**
- K. Discussion and/or Action to Approve and Adopt Resolution No. 1878 Approving an Intergovernmental Agreement with the Arizona Department of Transportation for the Construction of Mike's Pike West Sidewalk Improvements**
- L. Discussion and/or Action to Approve and Adopt Resolution No. 1879 Ratifying the Submission of a Grant Application to the Gila River Indian Community Grant Funding Program Related to the Purchase of Police and/or Transport Vehicles on Behalf of the City of Winslow Through Its Police Department**

After recognizing police department staff for their efforts in writing and obtaining grants, the Police Chief responded to questions from Councilmember Crisp regarding the vehicles that will be purchased through this grant.

Motion: Moved by Councilmember Boyd, seconded by Councilmember Nelson, to approve Item L. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

M. Discussion and/or Action to Approve and Adopt Resolution No. 1880 Authorizing the Acceptance of a Grant from the Federal Aviation Administration for the Airport Rescue Grant Funding Program

ADJOURNMENT

Motion: Moved by Councilmember Cake, seconded by Mayor Cano, to adjourn at 8:30 p.m. Motion passed unanimously with Mayor Cano and Councilmembers Boyd, Cake, Crisp, Jackson, MacLean and Nelson voting yes.

Mayor

Attest:

City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Winslow City Council held on September 14, 2021 at 6:30 P.M. I further certify that the meeting was duly called and that a quorum was present.

Dated this _____ day of _____, 2021.

City Clerk