

**THE MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND  
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ  
HELD ON THIS 3<sup>RD</sup> DAY OF JANUARY 2012**

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**CALL TO ORDER**-Vice Mayor Monika Cronberg called the special meeting to order on Tuesday, January 3, 2012 at 7:13 p.m.

**ROLL CALL**-City Clerk, Cristina Garcia Whelan, CMC, called the roll:

**PRESENT**

Vice Chairman Monika Cronberg  
Councilman Elwood A. Johnson  
Councilman Stephen Klump  
Councilman Bill Holloway  
Councilman Bob Irvin

**STAFF**

City Manager Pat McCourt  
City Clerk Cristina Garcia Whelan, CMC  
Library Director Tom Miner  
Finance Director Ruth Graham  
Public Services & Works Director Dave Bonner  
Development Services Jeff Stoddard

**ABSENT**

Mayor Gerald W. Lindsey  
Councilman Christopher Donahue

**PLEDGE OF ALLEGIANCE TO THE FLAG**-Vice Mayor Cronberg.

**CALL TO THE PUBLIC**-There was no response from the public present.

**DECLARATION ON CONFLICT OF INTEREST** -There was no response from the Council members or staff.

**ADOPTION OF THE AGENDA**

**MOTION:** Councilman Johnson moved to adopt the agenda as presented.

**SECONDED:** Councilman Holloway seconded the motion.

**AMENDED MOTION:** Councilman Klump moved to remove agenda items #13-16 relating to the Executive Session.

**AMENDMENT SECONDED:** Councilman Johnson seconded the amendment. **AMENDMENT: CARRIED. ORIGINAL MOTION: CARRIED.**

**CONSENT AGENDA**

Items that are considered to be routine by the City Council will be enacted by one motion **without** discussion. The consent agenda is a timesaving device and Council members have received documentation on these items for their review prior to the open meeting. Any Councilmember may remove any item from the consent agenda for discussion and a separate vote as deemed necessary. The public may view the documentation relating to the consent agenda 24 hours prior to the meeting at the City Clerk's Office, 101 S. Railroad Avenue, Suite B, Willcox, AZ from 8:30 a.m. to 4:30 p.m. or at the Elsie S. Hogan Library, 100 N. Curtis Avenue during normal working hours Monday-Saturday.

**7A. THE SPECIAL MEETING MINUTES OF SEPTEMBER 12, 2011 AND THE REGULAR MEETING MINUTES OF DECEMBER 5, 19, 2011 AND THE WORK SESSION MEETING MINUTES OF DECEMBER 19, 2011**

**MOTION:** Councilman Johnson moved to approve the Consent Agenda items as presented.

**SECONDED:** Councilman Holloway seconded the motion. **CARRIED.**

**PUBLIC HEARINGS, PETITIONS AND COMMUNICATIONS**

**Public Hearings:** The Mayor and City Council will hold a public hearing to gather citizen input on the use of CDBG funds. The public hearings will be held on Tuesday, January 3, 2012 at 7:00 p.m. in the City Council Chambers, 300 W. Rex Allen

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Drive, Willcox, AZ. For those persons unable to attend written comments will be accepted in the Office of the City Clerk, 101 S. Railroad Avenue, Suite B, Willcox, AZ 85643, until 4:00 p.m. the day of the public hearings.

Vice Mayor Cronberg opened the public hearing at 7:15 p.m. and asked if any further comments received to the Clerk. City Manager McCourt reported there are three (3) written comments received and copies are included in the Council members' packets. Vice Mayor Cronberg asked Mr. John Cropper if he would like to address his suggestions and ideas. Mr. Cropper thanked the Mayor and Council to address them. Reported he saw that the City had been awarded \$250,000 aimed at Community Development and one area he considers to be lacking is servicing the walking public. The City spends a lot of money for pot hole fixing for people with modern vehicles. Mr. Cropper has put together three (3) possible proposals to consider:

1. One idea is utilizing existing sidewalks primarily on Bisbee Avenue. When people come from the 340 Interchange and come down sidewalk and traffic light at Bisbee and Rex Allen and those walking are pushed onto street or have to walk on gravel or large river rocks. Existing sidewalks in front of School and in front of Keiller Park and by joining those two (2) pieces of existing sidewalks could create a large continuous path from the School to 340 and onto Ft. Grant. Although he has no idea of the cost for engineering and it may be cost prohibited.
2. Second idea would be maintenance of existing sidewalk on Rex Allen Drive and most of sidewalk between 340 Interchange and Haskell is in good repair. There are a few significant maintenance issues with sidewalks where it has buckled and also there is a culvert near Prescott and if walking it is impossible to pass during wet weather and if in wheelchair it is impossible. From the 340 Interchange to Haskell to Railroad Avenue and beyond that is slightly less priority than the first near Safeway.
3. The City is currently running proposed renovation on Arizona Avenue with sidewalks and third proposal would be to join East-West on Maley pieces of existing sidewalks to create a continuous foot path and circulation path. If and we hope the Food Pantry moves to the old Border Patrol building people that do not have transportation other than sidewalks or pedestrian could get there safely from one end of town to the other and off the street onto sidewalks. It does not rain here very much and when it does it is "pretty nasty" to walk on the edge of the street dogging the puddles.

Those are the three (3) proposals to add to the mix and if they rise to the level of being more important than other things he will be very happy. Thanked the Council for their time.

Councilman Johnson stated that is good comments, when ADOT when we did the 340 over pass one of there favorite things to do is walking paths like we are doing on Ft. Grant over to Quail Park. Thinks we can apply to ADOT for a grant because they love to do walking paths, or trail paths. At that time also talked about trail all through Willcox and hopes to continue the walking path from Rodeo Grounds all the way to Keiller Park so that they are continuous. Vice Mayor Cronberg thanked Mr. Cropper.

Public Services & Works Director Bonner commented Mr. Cropper on his comments and suggestions they are very much in line with what Public Work's is talking about. Staff submitted proposal to ADOT last year at the same time when we did Arizona Avenue from Rex Allen to Haskell and we were only able to get the Arizona Avenue approved. The rest of these proposals staff very much agrees with idea path from Maley to Arizona Avenue, to Bisbee and extend that to Keiller Park Area to corner of Rex Allen Drive and these are very good suggestions. Vice Mayor stated this ties in with the whole discussion we just had with appearance of the community and people that come in from outside the community do notice this. Has received positive comments on what has been done on Ft. Grant. Appreciates having that and falls in line in presenting our community in the best light possible. Thanked Mr. Cropper.

Councilman Johnson asked if are looking to continue with progress at Community Center? Mr. McCourt replied that is why we have public input and that is one of suggestions to continue use of money on the Community Center. Some guide lines were changed and Community Center per se is not acceptable anymore although we can apply for energy efficiency. Councilman Johnson said at one time CDBG were used for paying streets and asked what some new guidelines are. Mr. McCourt replied we can use them for infrastructure, water, sewer and streets especially in areas that are low income. It is now difficult for us because at one time the whole town was low income. Vice Mayor asked if there is room to be able to do a couple of different projects depending on how grant was written. Mr. McCourt explained there is within financial resources.

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First the money flows from the Feds, and bid risk factor there because money is very close scrutiny on Federal level on spending policy and questionable how much actually going to make it to the State. Then State takes a piece of and then distributes it to Councils of Government and SEAGO distributes based on formula and we agreed in our County to split it up so that community gets money every two (2) years. Usually we get \$250,000 under that process and we are hoping that continues and doing public hearings on how they would like the City to use the money.

Vice Mayor Cronberg asked if there were any other comments or questions. Hearing no other comments the Vice Mayor closed the public hearing at 7:25 p.m.

**COMMUNICATIONS:** Vice Mayor Cronberg announced there are three (3) candidates running for the March 13, 2012 Primary Election. They are: Earl B. Goolsby, Elwood "Woody" Johnson and William "Bill" Nigh. Write-in Nomination papers are due by February 2, 2012 (Signed petitions are not needed and name will not appear on the ballot. For more information contact the City Clerk, Cristina G. Whelan, CMC, Wednesday through Friday.

**DISCUSSION/DECISION REGARDING RESOLUTION NO. 2012-01 APPROVING ATTACHMENT 2 TO CITY OF WILLCOX JOB DESCRIPTION FOR THE CITY CLERK AND AUTHORIZING THE MAYOR TO EXECUTE THIS RESOLUTION AND DECLARING AN EMERGENCY TO EXIST.**

City Manager Pat McCourt stated that despite his repeated attempts the City Clerk has indicated she is not willing to extend leaving in June. Looking forward to replace that position and the first step is looking at the Job Description. It was modified and included in packet. The main modification came in the form of ADA requirements. The last job description was very lacking in those. Felt it was appropriate that fully list so that anyone that applies for the job they understand so that i.e. they must attend all City Council meetings and have to stay and sit and take minutes and obvious to those of us that know the City Clerk job is and other people may not know that and they may have a problem with that we revealed that upfront. Reveal they have to attend overnight training; and have to be able to attend night meetings. That has been the major upgrades to this job description. The Personnel Handbook provides that all Job Descriptions must be approved by the City Council.

**MOTION:** Councilman Klump moved to adopt Resolution NO. 2012-01, as stated, relating to Attachment 2 of the Job Description for the City Clerk.

**SECONDED:** Councilman Johnson seconded the motion. **DISCUSSION:** Councilman Klump asked when it opens up and said he is not rushing "Christy" out. City Manager McCourt replied current planning is start advertising around March to get somebody on shortly before the Clerk leaving. **CARRIED.**

**DISCUSSION/DECISION REGARDING NAMING A PROXY REPRESENTATIVE OF THE CITY OF WILLCOX AS VOTING MEMBER OF THE REX ALLEN MUSEUM, INC.**

City Manager McCourt reported he has been with the City three (3) years and during that time City member of RAM and this is the first year seen this show up for their annual meeting and asking the City Council to appoint a voting member to represent the City. We have not done that in the past to the best of his knowledge or participated in the annual meeting. It is the Council's decision. Vice Mayor Cronberg asked if there is any other information and asked why now. City Manager McCourt replied you have what we received and there is no requirement that you do this at all.

**MOTION:** Vice Mayor Cronberg moved to table this item.

**SECONDED:** Councilman Johnson seconded the motion. **CARRIED.**

**REPORTS BY THE CITY MANAGER PAT McCOURT**

Consideration, discussion, and/or decision regarding the following topics by the City Manager:

- **Report on Voter Registration**-Deadline is February 13, 2012 with Cochise County.
- **Report on City Election** – primary to be held on March 13, 2012.
- **Updates on Mascot Rail Car**-Windows are all in and replaced!
- **Report on New Business** – G'Ma D opening soon at corner of Haskell Avenue and Maley Street
- **Report on Financial Disclosure Statements due**-This report is due from every Council person seated as of December 31<sup>st</sup> of each year. The Council members must complete the Financial Disclosure Statement for the preceding year (2011) on or before January 31, 2012.

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- **Report on Next Regular Meeting Date**-Next regular meeting is a special meeting on Tuesday, January 17, 2012 due to Martin Luther King Holiday on Monday, January 16, 2012.
- **Report on E-Waste Event** – Free E-Waste recycling event on Saturday, January 21, 2012 at the Willcox Community Center from 9:00 a.m. until Noon. Vice Mayor Cronberg asked does it matter how old the computer is, i.e. early 80's. Staff replied it does not. Councilman Klump asked if the City has a place to drop off items early and Mr. Bonner replied at Public Works and if on pallet we can load it up and they will take it to Safford to their E-Waste. Vice Mayor Cronberg stated this is great service and Mr. Bonner said we have had good turnouts.
- **Happy New Year and Thank You!** City Manager McCourt reported he has just completed 3-years with the City of Willcox and thanked them for this opportunity and looks forward to working with Mayor and Council.

**COMMENTS NOT FOR DISCUSSION FROM MAYOR AND COUNCIL MEMBERS.**

Councilman Irvin announced for those that do not know that the Mayor is sick and asked everyone to keep him in your prayers. He is doing better than what originally taken to Tucson and in your own way remembers him in prayer.

Councilman Klump said to Mr. Mayor the Vice Mayor did an excellent job tonight and in good hands.

Councilman Johnson stated 2011 is gone and 2012 hopefully better year.

Vice Mayor Cronberg said that is her wish and that everyone does well and prosperous in the New Year including the City of Willcox in doing whatever we have to do to make it work. "Shop locally as much as you can."

**ADJOURN**

There being no further business before the Vice Mayor and Council, Vice Mayor Cronberg adjourned the meeting at 7:36 p.m.

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the City Council of the City of Willcox held on the 3<sup>rd</sup> day of January 2012. I further certify that the meeting was duly called and held, and that a quorum was present.

**Dated this 4<sup>th</sup> day of January 2012**

/s/ Cristina Garcia Whelan, CMC  
City Clerk Cristina G. Whelan, CMC

**PASSED, APPROVED AND ADOPTED** this 17<sup>th</sup> day of JANUARY 2012.

/S/ MONIKA S. CRONBERG  
~~MAYOR GERALD W. LINDSEY~~  
Signed: 01-17-2012  
Vice Mayor Monika S. Cronberg

ATTEST:

/s/ Cristina Garcia Whelan, CMC  
City Clerk Cristina G. Whelan, CMC