

**THE MINUTES OF THE WORK SESSION OF THE MAYOR AND  
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ  
HELD ON THIS 25<sup>th</sup> DAY OF MARCH 2013**

**CALL TO ORDER**-Mayor Irvin called the work session meeting to order on Monday, March 25, 2013 at 6:45 p.m. and

**ROLL CALL**-City Clerk, Virginia A. Mefford, called the roll:

**PRESENT**

Mayor Robert A. Irvin  
Vice Mayor Bill Holloway  
Councilman Gerald W. Lindsey  
Councilman Elwood A. Johnson  
Councilwoman Monika Cronberg  
Councilman Earl Goolsby  
Councilman William "Bill" Nigh

**STAFF**

City Manager Pat McCourt  
City Attorney Ann P. Roberts  
City Clerk Virginia A. Mefford  
Public Services & Works Director Dave Bonner  
Chief Jake Weaver  
Finance Director Ruth Graham  
Development Services Jeff Stoddard  
Library Director Tom Miner

**PLEDGE OF ALLEGIANCE TO THE FLAG** led by Mayor Irvin

**DECLARATION ON CONFLICT OF INTEREST**

No Conflicts were declared.

**ADOPTION OF THE AGENDA**

**MOTION:** Councilmember Cronberg moved to adopt the agenda as presented

**SECONDED:** Councilmember Lindsey **CARRIED.**

**1. DISCUSSION REGARDING REVIEW WATER BUDGET AND RATES FOR FY2014**

City Manager McCourt began with changing the order of tonight's work session by explaining what is happening out in the field he introduced Mr. Bowen, Utilities Supervisor who will be giving the consolidated utility update. Mr. Bowen gave an update on the

Gas

- New lines – steel to PE 2,200 ft. form all on Haskell/Railroad Ave. to Maley to Jesse
- Large Roots meters at schools replaced- Old meter because with age they lose accuracy
- New Iron Electronic Reader- Now have capability to add/program 100 w gas ERT's
- Installed 136 new gas meters (1075 total meters replaced since 2007). 1426 total in system
- Current Project- install 5 blocks 2" PE gas main; 2300 ft. in the alley between Bisbee/Cochise form Maley to one block north of Fremont. Update water services (residential).
- Kinder Morgan installed improved bypass/metering equipment at the El Paso gate to insure better gas delivery.
- Installing gas line markers on all manifold meters in system per ACC audit.
- Working with Southwest Gas to install a gas meter at well #3 for emergency right angel drive combo motor.

Sewer

- WWTP we are working with ADEQ, BECC on clean clearance on Lagoon #1- sludge removal/disposition- looking to go out to bid in April 2, 2014, and in April of 2015 we will be making quality water.
- We will go out to bid to rebuild three manholes in system- concrete spalling repair, epoxy coat. The manholes identified are by Sierra Lumber, down Grant St., toward WWP.
- Complete title 13 sewer ordinance revamp to include part to include pretreatment/FOG codes. Awaiting attorney's review, this is part of the ADEQ Consent Order.
- Installing manhole rings to raise low manholes ahead of streets chip seal projects

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The sewer Capital budget is the same as the Gas budget with the exception with \$15,000 camera system so we can look inside of the pipes to see what the problem might be instead of digging up the whole road.

Water

- Enviaible water system- 3 ground water wells. We have excellent water
- Install 174 water meters with ERT's installed in calendar year (808 total meters replaced/upgraded since 2005)
- GPS- with the purchase of GPS equipment, we are and I am hoping this will work as we have installed signals on our gas and water meters to do a better mapping of all our meters. We are required to do MAP testing to comply with water standards and this has been done. We are reviewing some of our wells as they are down 31 feet from 2006. We have lots of wells in town but they are high chloride and we can't use them. We are hoping to use some of those wells to water the parks and fields to save the good water.

Capital Purchases Overview

• ¾ Ton Service Truck(replace unit 57-	\$11,667
• Plate Tamper	\$667
• Metal locator-	\$333
• GPS/Mapping capabilities	\$4,000
• Sewer Camera System	<u>\$15,000</u>
Subtotal	\$31,667

Mr. McCourt stated by City Code we are required to review all of the rates. He went through the handouts in the Council packets. The revenue/expense is very close. On the Analysis chart he explained the fix fees and the variable fee and this is adjusted by the amount of water is used. This is required by state statue to try and conserve water. \$767,000 is the estimated amount that it will cost., and the estimated income is 653,000 we currently have in reserve of 1, 351,204 we are spending this down to do keep the rates constant with no change. He pointed out the cost to the customers and he is pointing this out is due to the bulk water he is going ready to discuss tonight. We do have two bonds and one get paid in FY 14 and the other bond gets paid off in FY 35. Staff is doing a great job on keeping the spending down.

Mr. McCourt went on to discuss Bulk Water it is costing us per 1000 \$14.14 to and we are charging \$4.00 we are proposing option #3 for the Bulk Water rates Thanks to the eagle eye of Councilman Lindsey we had a incorrect number we were using and this changed the number a bit lower to \$8.52and we will charge a minimum of \$5.00 and we will suggest with hydrometers we would charge the \$8.52 the same as the option #3 we are recommending. We will change this to reflect the lower rate. He explained the cost of living is1.7% and I have recommended a 5% increase to the sewer. We get these rates based on December, January, and February and it is lower than the COL to 1.5% we have tried to do a mix of meters to get the best rates possible. If we do this we will stay below the COL increase. We feel the plan is a great plan. Councilmember Lindsey stated we really need to do something about the Bulk Water rates. Mr. McCourt stated the Bulk Water does need a fairness system. Mr. Nigh asked if there was a reservoir for Bulk Water. Mr. McCourt stated no there is not, we use our water. Mayor Irvin asked about the Solid Waste increase. Mr. McCourt stated there are two factors the ones we contract with and the tipping fees you take to the transfer station. I am hoping once we pay off our loan next year we won't have to increase the rates because of this. Councilwoman stated also the tonnage won't be as much. Mr. McCourt stated yes that is a very good point. Councilmember Cronberg stated my concern in the 5% increase, I know for the ones making minimum wage it will be difficult. Mr. McCourt stated yes that is true, I used a very conservative estimate based on the percentage of the loan and the building of the plant and that is why we have the 5% increase we hope it will be below the \$10 million it is estimated for the cost of build it.

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**ADJOURN**

Being no further business before the Mayor and Council, Mayor Irvin adjourned the Work Session at 7:40 p.m.

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session of the City Council of the City of Willcox held on the 25<sup>th</sup> day of March 2013. I further certify that the work session was duly called and held, and that a quorum was present.

**Dated this 25<sup>th</sup> day of March 2013**

/s/ Virginia A. Mefford  
City Clerk Virginia A. Mefford

**PASSED, APPROVED AND ADOPTED** this 15<sup>th</sup> day of April 2012

/s/ Robert A. Irvin  
*MAYOR ROBERT A IRVIN*

Signed 04-17-2013

**ATTEST:**

/s/ Virginia A. Mefford  
City Clerk Virginia A. Mefford