

TUSAYAN TOWN COUNCIL SPECIAL MEETING

March 9, 2011, 6:00 p.m.
Best Western Squire Inn, Zuni Conference Room
74 State Route 64, Tusayan Arizona

MINUTES OF SPECIAL COUNCIL MEETING

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Bryan called the meeting to order at 6:06 p.m. and the Pledge of Allegiance was recited.

2. ROLL CALL

Present: Mayor Greg Bryan, Vice-Mayor Cecily Maniaci, Council Member Bob Blasi, and Council Member Al Montoya. Also present was Interim Town Manager George Pettit.

Council Member John Rueter arrived at 6:12 p.m.

There was no public present.

3. CONTRACT FOR TOWN CLERK – Consideration and approval of a Contract with AuDN Contractural

Services for Town Clerk

Interim Town Manager Pettit reported on the process for recruiting and selection of applicants for the positions of Town Clerk and Bookkeeper. Council Member Montoya and Manager Pettit interviewed two applicants, one who subsequently withdrew after finding other employment. The Council is requested to approve a contract with AuDN (pronounced Golden) Contractural Services. The hourly rate is \$32.50 for work and travel time, and mileage reimbursement at the IRS rate.

There was discussion and concern about travel time not being consistent or if it becomes excessive due to weather or mechanical issues. Council Member Blasi also asked about posting in Tusayan. Manager Pettit advised the work and billing would be supervised and subject to review by the Manager to avoid excesses, and the Manager would likely be responsible for physical posting at the General Store. Mayor Bryan pointed out there was a 30-day notice and termination clause. The Mayor advised he would be continuing to provide bookkeeping services, perhaps until a full-time town manager is employed.

Council Member Montoya moved and Council Member Rueter seconded a motion to authorize the Manager to sign a contract with AuDN Contractural Services for Town Clerk. Motion carried unanimously.

4. EDUCATIONAL WORKSHOP ON COUNCIL PROCEDURES

Interim Town Manager Pettit introduced the item to review the Rules of Procedure which had been electronically distributed to the Mayor and Council earlier (Attachment "A"). The intent of the evening was to finalize this document so that it could be adopted at a future meeting. Council Member Blasi asked how they were to proceed. Mayor Bryan advised he had another commitment at 7:00 p.m., but that if everyone is prepared they could go through page by page and address questions and concerns.

There was discussion about removing consent agenda items. Consensus was only Council Members could remove consent items, and the public could contact a Council Member to have the item discussed. There was discussion about quorum, with the final decision to leave the existing requirement that three members must be physically present

for a meeting quorum. Others could participate by phone, but three needed to be physically present. There was discussion on electronic versus printed agenda packets. It was agreed all packets would be electronically distributed, and if a Council Member wanted a printed packet they needed to contact the Clerk or Manager 48 hours in advance. There was a request that 6.5 B include an allowance for emergency situations so as to not prohibit Council Members from participating telephonically if they became ill that day or similar unanticipated circumstances. Manager Pettit suggested changing the language on conflict of interest to have a Council Member discuss concerns about a conflict of interest with the Town Attorney prior to the meeting to recognize the nature of counsel-client privilege on legal advice. Consensus was to make that change, but also allow for a recess or individual consultation with the attorney during the meeting should a question arise. There was discussion about voting tabulations and use of "abstention". Consensus was to leave it as printed. There was discussion about qualifications of advisory board members including disclosure of convictions, whether they should be registered voters, and similar qualifications. It was consensus to remove the last sentence of 9.4 B since the Council is presently serving as Planning Commission.

Manager Pettit asked if the Council wished to include travel, training and expense reimbursements in a new section of this document, or have them be separate. It was consensus to develop a new section to address those items and include it in the final document.

5. ADJOURNMENT

Council Member Montoya moved and Vice-Mayor Maniaci seconded the motion to adjourn the Special Meeting at 7:04 p.m. Council Members agreed unanimously.

Respectfully submitted,

George Pettit, Interim Manager

Council Member Al Montoya

Mayor Greg Bryan

Council Member Bob Blasi

Vice Mayor Cecily Maniaci

Council Member John Rueter

