

BOARD OF SUPERVISORS
GILA COUNTY, ARIZONA

Date: March 27, 2007

JOSÉ M. SANCHEZ
Chairman

STEVEN L. BESICH
Clerk of the Board

TOMMIE C. MARTIN
Vice-Chairman

By: Marian Sheppard
Chief Deputy Clerk

SHIRLEY L. DAWSON
Member

Gila County Courthouse
Globe, Arizona

PRESENT: José M. Sanchez, Chairman; Tommie C. Martin, Vice-Chairman; Shirley L. Dawson, Member; Steven L. Besich, County Manager/Clerk; Marian Sheppard, Chief Deputy Clerk; and, Bryan Chambers, Chief Deputy County Attorney

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Vice-Chairman Martin led the Pledge of Allegiance and Jay Petty of the Living Waters Community Church delivered the Invocation.

Tom Melcher, Chief Deputy Sheriff, requested authorization for the Sheriff's Office to purchase 3 additional vehicles utilizing Criminal Justice Enhancement funds. Mr. Melcher advised that 2 mini-vans will be utilized to transport incarcerated individuals and one sedan will be utilized by a lieutenant of the Sheriff's Office. Criminal Justice Enhancement funds will be used to purchase the vehicles and provide fuel and maintenance for the vehicles. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved the purchase of 3 vehicles.

David Fletcher, Health and Community Services Division Director, requested the approval of an Intergovernmental Agreement (Contract No. HG752219) between the Gila County Health Department and the Arizona Department of Health Services in the amount of \$15,312.50 for the period May

1, 2007, to June 30, 2007, and \$91,875.00 for the period July 1, 2007, to June 30, 2008, to provide services under the Proposition 201 Smoke-Free Arizona Act. Mr. Fletcher advised that Proposition 201 was passed in November 2006. As a result, the Arizona Department of Health Services now receives 2 cents of the sales tax for every pack of cigarettes that are sold. These funds will be disbursed throughout Arizona to be used for education, compliance and enforcement activities in accordance with the Smoke-Free Arizona Act. Supervisor Dawson and Mr. Fletcher entered into a discussion on the enforcement. Mr. Fletcher advised that this grant will increase staff by one new full-time employee, who will be hired to investigate any complaints of an individual smoking in a public business or a store selling cigarettes to a minor, etc. in order to bring that establishment into compliance. Environmental Health staff will also assist with any complaints in food service establishments. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved the Intergovernmental Agreement.

Steve Stratton, Public Works Division Director, requested authorization to advertise Request for Proposals (RFP) No. 031307-1 for the purchase of one or more new 2007-08 full size, 4-door, 4 x 4 SUV special service vehicle(s) for the Gila County Fleet and Fuel Management Department. Mr. Stratton advised that these vehicles will be purchased through the Fleet and Fuel Management Department; however, they will be rented for use by the Sheriff's Office. Supervisor Dawson and Mr. Stratton entered into a discussion whether purchasing 4 x 4 vehicles would be cost effective considering the high cost of gasoline. Mr. Stratton advised that fuel and repairs are always taken into consideration during the bid process. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously authorized the advertisement of RFP No. 031307-1.

Mr. Stratton requested authorization to advertise Request for Qualifications (RFQ) No. 030607-1 for the Green Waste Removal – Buckhead

Mesa Landfill Project. He advised that the Public Works Division has been communicating with two companies during the past 3-4 weeks regarding the removal of green waste at the Buckhead Mesa Landfill, so it was decided that an RFQ should be issued for this project to allow any company to submit a bid. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved RFQ No. 030607-1.

Mr. Stratton requested authorization for the Chairman to sign Professional Services Engineering Contract No. 341-526-42/2-2007 with C.L. Williams Consulting, Inc. for the Monroe Street Reconstruction Project. He advised that the Public Works Division has been working for several years in order to begin this roadway improvement project. C.L. Williams Consulting, Inc. will provide the design and any necessary documentation to construct the improvements. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously authorized the Chairman's signature on the Professional Services Engineering Contract.

Mr. Stratton requested that the Board accept or reject a Citizen's Petition to begin the process of establishing a portion of Ewing Trail as a County Highway, as shown on Records of Survey, Official Map Nos. 522 and 522A, Gila County Records, Gila County, Arizona. He advised that Ewing Trail is located in Tonto Basin within Supervisorial District II. Ewing Trail is a Forest Service road; however, Gila County holds the easement for the road. If the Citizen's Petition is accepted by the Board, a Board of Supervisors' public hearing will be scheduled at a later date to consider establishing a portion of Ewing Trail as a County Highway. This would allow the County to treat the road surface in a different manner because, by statute, the County cannot use oil products on any road that is not a County Highway. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously accepted the Citizen's Petition to begin the process of establishing a portion of Ewing Trail as a County Highway.

Steve Besich, County Manager/Clerk, addressed agenda item number 8, a letter of resignation submitted by Priscilla Knuckey-Ralls, Gila County Treasurer, effective April 27, 2007. He referred the Board to Ms. Knuckey-Ralls' resignation letter that was submitted to Chairman Jose Sanchez on March 12, 2007. Ms. Knuckey-Ralls' letter requests the Board's acceptance of her resignation effective April 27, 2007, and consideration to appoint Debora (Debi) Savage, Chief Deputy Treasurer, to the position of Treasurer. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously accepted Ms. Knuckey-Ralls' resignation as Gila County Treasurer effective April 27, 2007.

Mr. Besich also addressed agenda item 9, the appointment of a new Treasurer to fill the vacancy created by the resignation of Gila County Treasurer Priscilla Knuckey-Ralls effective April 27, 2007. He stated that the effective date of April 28, 2007, should be used as the start date for Ms. Knuckey-Ralls' replacement. Mr. Besich stated, "Everyone is saddened by Ms. Knuckey-Ralls' illness and we all hope she will find her way through to getting well." Chairman Sanchez agreed with Ms. Knuckey-Ralls' recommendation to appoint Debora Savage as Treasurer. Chairman Sanchez inquired if there would be a swearing-in ceremony for the new Treasurer. Bryan Chambers, Chief Deputy County Attorney, advised that the new Treasurer must take an oath of office once appointed to the position. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously appointed Debora Savage to the position of Treasurer effective April 28, 2007. Ms. Savage thanked the Board and she stated that it was an honor to be appointed to the position of Treasurer and that Ms. Knuckey-Ralls taught her a lot about the responsibilities of this office.

Mr. Besich requested the adoption of Resolution No. 07-03-03 granting the County Manager or his designee authority to initiate lawsuits against persons who are delinquent in landfill fees up to \$10,000. Mr. Besich advised that he recently learned that several waste disposal commercial haulers have

abused the County's billing process for the disposal of waste at Gila County landfills. He stated that adopting this Resolution is the first step in a process to be developed for delinquent payment of landfill fees up to \$10,000; however, Mr. Besich stated that it is his intent that the County will begin action to collect past due landfill fees when the amount reaches \$2,500 to \$5,000. Chairman Sanchez and Sharon Radanovich, Solid Waste Department Manager, entered into a discussion regarding wording in the resolution which addresses permit holders. Ms. Radanovich advised that the Solid Waste Department implemented a disposal permit application process to allow commercial haulers to establish charge accounts for landfill fees. At present there are three commercial haulers that owe money for the years 2003-2004. Mr. Besich stated that the next step in the process is to establish a Countywide policy, which will address the process to be used for delinquent payments of landfill fees by commercial haulers. He recommended that the policy include a clause which states that all commercial haulers must obtain an insurance bond in the amount of \$5,000 or possibly \$10,000, depending on the volume of business conducted by any one company as a requirement to obtain a waste disposal permit. Mr. Besich hasn't decided if that will be a requirement for every commercial hauler, but it definitely will apply to any company that has been making late payments. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously adopted Resolution No. 07-03-03.

(A copy of the Resolution is permanently on file in the Board of Supervisors office.)

Marian Sheppard, Chief Deputy Clerk of the Board, addressed a bid submitted for the purchase of tax parcel number 207-18-046-C, which is owned by the State of Arizona. She advised that First American Title Insurance Company contacted her regarding the purchase of this property and she provided some background information which pertains to this item. Ms. Sheppard advised that First American Title Insurance Company sent her an e-mail on March 20, 2007, which states that if the Board accepts the offer on

this property, it is the company's intent to deed the property to Ms. Christine Ellwanger so that she may have legal access to her property. Ms. Ellwanger owns property that adjoins the subject property. Ms. Sheppard advised that the subject property is actually located within a portion of Ms. Ellwanger's driveway and it also comprises a small piece of land which slopes off of the driveway. She presented the Board with a map and pictures of the subject property. The total lien amount on this property is \$1,005.22. Ms. Sheppard then opened the sealed bid envelope and stated that First American Title Insurance Company submitted a bid in the amount of \$1,005.22 for the subject property. Mr. Besich responded to Supervisor Dawson's inquiry regarding the size of the subject property, which is 0.26 acres. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously accepted First American Title Insurance Company's bid in the amount of \$1,005.22 for the purchase of tax parcel number 207-18-046-C.

The Consent Agenda items were addressed at this time. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, Consent Agenda item numbers 12U and 12V were moved to the regular agenda for discussion.

Supervisor Dawson addressed Consent Agenda item number 12U, which is the approval of finance reports, demands and transfers for the weeks of March 19, 2007, and March 26, 2007. Her specific concern was an invoice submitted by Harry Jones of HDJ Management in the amount of \$4,117.98 for the period February 1, 2007, through February 28, 2007. Supervisor Dawson objected to paying this invoice until she understands Mr. Jones' involvement regarding public hearings being conducted by the Arizona Corporation Commission on a rate case. She feels that Mr. Jones is participating in the hearings on behalf of Gila County without a directive being given to him by the Board or County Attorney. Mr. Besich advised that Mr. Jones is working on the following issues on behalf of the County: 1) Bureau of Land Management study; 2) Pine-Strawberry Water Improvement District; 3) Arizona Corporation Commission rate case hearings; and, 4) troubleshooting some minor issues

such as the Geronimo Estates water meter issue. He recommended that a date be established for Mr. Jones to present an update to the Board on the projects he is working on for the County at which time any questions or concerns of the Board may be addressed. The Board agreed with Mr. Besich's recommendation. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved paying the invoice submitted by Harry Jones in the amount of \$4,117.98 for a total of 86.2 hours worked. Mr. Besich advised that Consent Agenda item number 12U pertains to the approval of not only Mr. Jones' invoice, but all of the finance reports, demands and transfers for the weeks of March 19, 2007, and March 26, 2007. Vice-Chairman Martin amended her motion to reflect the approval of all finance reports, demands and transfers for the weeks of March 19, 2007, and March 26, 2007, which was seconded by Supervisor Dawson and passed by a unanimous vote of the Board.

March 19, 2007:

\$556,827.98 was disbursed for County expenses by voucher numbers X155573 through X155643; X399802 through X399971; X399973 through X400003; and, X400006 through X400042. The hand-issued warrants listing with voucher numbers and amounts is as follows: X399792 and X399799 - \$32,134.00; X399789 - \$11,125.00; X399790 - \$250.00; X399791 - \$500.00; X399800 - \$4,079.00; and, X399801 - \$636.16.

March 26, 2007:

\$403,889.85 was disbursed for County expenses by voucher numbers X155644 through X155786; X400044 through X400227; and, X400231-X400361. The hand-issued warrants listing with voucher numbers and amounts is as follows: X400043 - \$73.00.

Upon motion by Vice-Chairman Martin, seconded by Chairman Sanchez, the Board approved Consent Agenda item number 12V, the approval of a payment for services in the amount of \$269 to Fly-A-Way Travel. Supervisor

Dawson advised that she was abstaining from voting on this agenda item (due to a conflict of interest.)

Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved the remaining Consent Agenda item numbers 12A through 12T, as follows:

- A. Approval of Amendment No. 1 to a Management Operating Agreement between Aramark Correctional Services, Inc. and the Gila County Sheriff's Office to increase the weekly price for laundry services from \$465 to \$500, effective August 16, 2006, through August 16, 2007.
- B. Approval to adopt Resolution No. 07-03-02 to amend Section 4 of the Cable Television System Franchise License issued to NPG Cable, Inc. on April 19, 2005, by removing "Star Valley" from the service area due to the incorporation of the town of Diamond Star on November 1, 2005, which is now known as the town of Star Valley. **(A copy of the Resolution is permanently on file in the Board of Supervisors office.)**
- C. Approval of Amendment No. 6 to an Intergovernmental Agreement (Contract No. HG361101) between the Gila County Health Department and the Arizona Department of Health Services, which will allow the price sheet used for Amendment No. 5 to be used for this Amendment under the Commodity Supplemental Food Program.
- D. Approval of Amendment No. 3 to an Intergovernmental Agreement (Contract No. HG361271) between the Gila County Health Department and the Arizona Department of Health Services adding \$2,500 to this Folic Acid Services Program Agreement in order to provide folic acid education and vitamins to low income women of child bearing age for the period 3/1/07 to 6/30/07.
- E. Authorization for the Chairman to sign Funding Agreement No. 125-07 between the Gila County Owner-Occupied Housing Rehabilitation Program and the Arizona Department of Housing in order to accept 2006

CDBG (Community Development Block Grant) Regional Grant funds in the amount of \$142,479 to be used through 9/30/08.

- F. Authorization for the County Attorney's Office to submit two FY 2008 Grant Applications to the Arizona Criminal Justice Commission, as follows:
Edward Byrne Memorial Justice Assistance Grant Program in the amount of \$80,000, and Crime Victim Assistance Grant Program in the approximate amount of \$22,000. Both renewal Grant Applications require cash match funds, which will be included in the County Attorney's FY 2007-08 budget request to be taken from General Funds.
- G. Ratification for the Gila County Superior Court to submit a FY 2007 Case Processing Assistance Fund Grant Application to the Arizona Supreme Court, Administrative Office of the Courts, and to approve a Funding Agreement accepting \$18,000 to be used to implement a Court Report Video Conferencing System. No cash match funds are required.
- H. Approval to appoint Kathleen W. Low as a Precinct Committeeman to Gila County Republican Committee.
- I. Approval of 3 separate Agreements between the Health and Community Services Division and the following: Miles Funeral Services, Lamont Mortuary, and Messengers Payson Funeral Home whereby the funeral homes will maintain supplies provided by the County that are needed in the event of an emergency. Agreements to remain in force perpetually.
- J. Approval of Amendment No. 2 to an Intergovernmental Agreement (Contract No. HG652141-001) between the Health and Community Services Division and the Arizona Department of Health Services to extend the Agreement to March 31, 2008, in order to provide \$62,532 for continued HIV case management services under the Ryan White Care Act II Program-Northern Region.
- K. Approval of an Intergovernmental Agreement (Contract No. HG754195) between the Health and Community Services Division and the Arizona Department of Health Services to extend the Agreement from April 1, 2007,

to August 30, 2011, in order to provide \$372,759 for continued services under the Bioterrorism Preparedness and Response Program.

- L. Approval of a Low Income Evaporative Cooler Tune-up Repair Agreement between the Health and Community Services Division and Kwik Kool, Inc. in the amount of \$130 per cooler to continue to provide cooler services to seniors and the disabled.
- M. Approval to appoint Mr. Chris Martin as the Administrator for the Gila County Enterprise Zone to fill the vacancy created by the resignation of Mary Anne Moreno.
- N. Approval of Amendment No. 1 to a Memorandum of Understanding/Contract for Help America Vote Act between the Elections Department and the State of Arizona by and through the Secretary of State to extend the Contract to the end of Federal Fiscal Year 2010.
- O. Authorization for the Chairman to sign a 36-month Municipal Lease Agreement with Bank of America at a cost of \$372.15 per month and a 36-month Maintenance Agreement with Digital Imaging Systems at a cost of \$0.013 per copy for one Panasonic copy machine to be used by various departments at the Payson County Complex.
- P. Approval to ratify the Chairman's signature on an Addendum to the Intergovernmental Agreement between Gila County and the City of Globe to allow for additional fees in the event "odd units" are ordered for Phase II of the Globe-Miami Area Flight Mapping Project.
- Q. Approval to amend a Professional Services Agreement with Gila Management, LLC to increase the total labor cost estimate to \$32,870. This Agreement applies to the jail district and general obligation bond assistance being provided to the County.
- R. Approval of the Board of Equalization November 14, 2006, meeting minutes and the Board of Supervisors February 27, 2007, meeting minutes.

- S. Approval of the February 2007 monthly departmental activity reports submitted by the Clerk of the Superior Court, Recorder, and Payson Regional Justice of the Peace.
- T. Approval of personnel reports/actions for the week of March 19, 2007, and March 26, 2007, as follows:

March 19, 2007 –

Departure from County Service:

1. Deputy Probation Officer 1 – Probation – 03-02-07 – A.I.P.S. Fund
Susan Aneas – Hire 12-26-06 – Resigned for personal reasons
2. Solid Waste Operations Supervisor – Solid Waste Management –
03-09-07 – Enterprise Fund – Wallace Pottle – Hire 09-08-97 – Separated
without prejudice
3. Administrative Assistant – Economic Development – 04-06-07 – EECO
Fund - Nancy Moulder – Hire 07-17-06 – Resigned – leaving area

Hire to County Service:

4. Senior Accountant – Finance – 03-05-07 – General Fund - Kara Langley –
Reinstatement - Hire date 03-08-04
5. Solid Waste Service Worker – Solid Waste Management – 03-19-07 –
Enterprise Fund – Mitchell Wilson – Replaces Patricia Morris
6. Recorder’s Clerk – Recorder – 03-26-07 – General Fund - Jillian Swinney
– Replaces Karla Sipes

Temporary Hire to County Service:

7. Accountant – Finance – 03-19-07 – General Fund - Lynda Koury

Departmental Transfer:

8. Building Maintenance Technician to Building Maintenance Technician
Senior – Facilities Management – 03-19-07 – Internal Services Fund –
Steven Anderson – Replaces Marco Lopez
9. Road Maintenance/Equipment Operator to Road Maintenance/
Equipment Operator Senior – Consolidated Roads – 03-19-07 – Brett
Bingham – Replaces Melvin Warbington

10. Deputy Attorney Senior – County Attorney – 03-14-07 – General to Cost of Prosecution Fund – Carolyn Borcharding – Requested part-time status not to exceed 19 hours per week

End Probationary Period:

11. Vehicle & Equipment Mechanic Lead – Auto Equipment Maintenance – 03-19-07 – Auto Equipment Maintenance Fund – Arthur Epperson

12. Court Clerk – Clerk of Superior Court – 03-12-07 – General Fund - Karen Rubalcava

13. Code Compliance Specialist – Community Development – 03-26-07 – General Fund – Patsy Clayton

14. Change fund codes – Payroll Administrator – Finance – 03-05-07 – General Fund – Karen Reves

Request Permission Post:

15. Building Maintenance Technician – Globe Facilities Management – position vacated by Steven Anderson

16. Administrative Assistant – Payson EEOC – Position vacated by Nancy Moulder

March 26, 2007 –

Departure from County Service:

1. Accountant – Purchasing/Finance – 11-08-06 – General Fund - David Boerst – Temporary position

Hire to County Service:

2. Materials Tester/Safety Representative – Engineering/Solid Waste Management – 04-16-07 – Engineering/Enterprise Funds – Roland Boyer – New classification as reviewed and approved by Public Sector Personnel Consultants

End Probationary Period:

3. Deputy Probation Officer 2 – Probation – 03-05-07 – General/A.P.S.F./J.P.S.F. Funds – Linda Proffitt

4. Public Fiduciary Assistant – Public Fiduciary – 03-05-07 – General Fund
- Samantha Philpot

Position Review:

5. Reclassification – Deputy Probation Officer 1 to 2 – Probation – 03-19-07
– Juvenile Standard Fund – Larry Pontel – Attained Arizona Certified
Probation Officer status
6. Reclassification – Engineering Technician Lead – Engineering – 03-19-07
– Engineering Fund – Ken Doss – Reorganization of Survey Department
as reviewed and approved by Public Sector Personnel Consultants
- 7 . Reclassification – Engineering Technician Senior – Engineering –
03-19-07 – Engineering Fund – Gary Tamietti – Reorganization of Survey
Department as reviewed and approved by Public Sector Personnel
Consultants

SHERIFF’S PERSONNEL ACTION ITEMS

Departure from County Service:

8. Detention Officer (Lt.) – Globe S.O. – 03-19-07 – General Fund - Gloria
Stuhmer – Hire 09-02-03 – Termination
9. Detention Officer/CMA – Globe S.O. – 03-27-07 – General Fund - Sharon
Boyer – Hire 10-16-06 – Resigned – leaving area

At this time each Board member and County Administrator presented a brief summary of current events as allowed by A.R.S. §38-431.02(K). No action was taken on any items that were presented.

There being no further business to come before the Board of Supervisors,
Chairman Sanchez adjourned the meeting at 11:19 a.m.

José M. Sanchez, Chairman

ATTEST:

Steven L. Besich, County Manager/Clerk