

BOARD OF SUPERVISORS
GILA COUNTY, ARIZONA

Date: June 12, 2007

JOSÉ M. SANCHEZ
Chairman

TOMMIE C. MARTIN
Vice-Chairman

SHIRLEY L. DAWSON
Member

STEVEN L. BESICH
Clerk of the Board

By: Marilyn Brewer
Deputy Clerk

Gila County Courthouse
Globe, Arizona

PRESENT: Jose M. Sanchez, Chairman; Tommie C. Martin, Vice-Chairman; Shirley L. Dawson, Member; Steven L. Besich, County Manager/Clerk; and, Daisy Flore, County Attorney.

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Supervisor Dawson led the Pledge of Allegiance and Pastor Chris Martin of delivered the Invocation.

Steve Besich, County Manager/Clerk, stated that the wife of ex-judge, Ronnie McDaniel, passed away very suddenly and he felt that it would be appropriate to have a moment of individual silence and prayer for the family. Chairman Sanchez also stated that Ted Culver, a long time volunteer fireman, had also passed away. Vice-Chairman Martin stated that the wife of the editor of the Legislative News was killed in an accident. Chairman Sanchez stated, "Let's observe a moment of silence not only for those that are near and dear to us, but as always our servicemen and anyone else that is in harm's way."

Supervisor Dawson made a presentation to Steve Stratton, Public Works Division Director, in regard to the Arizona Department of Transportation Ground Breaking Ceremony for Gonzales Pass. Supervisor Dawson stated that she was privileged to represent Gila County and all those who have worked for more than 9 years on getting improvements made to the Gonzales Pass, but

she felt it was appropriate to present the shovel she received to Mr. Stratton and his staff as appreciation for their dedicated work. She also presented a smaller shovel to Mr. Besich for all his efforts on this project. Mr. Stratton stated that it was quite a team effort and a lot of testimony at the various public hearings and he thanked everyone. Vice-Chairman Martin stated this was a big win for the County and everyone that travels on that road and she appreciated taking a moment to celebrate that win.

Chris Martin, Executive Director of the Southern Gila County Economic Development Corporation (SGCEDC), presented a brief update and overview of the SGCEDC's accomplishments for the past year as well as future plans. He began with a PowerPoint presentation, a copy of which was provided to the Board. Mr. Martin's first screen was entitled, "What We Said We Would Do," which he explained is to tell the community and its leaders what the SGCEDC plans to do to help the community...seek their approval...and then do what you said you would do. He explained that there are over 3,000 entities competing for available projects and in order to differentiate Southern Gila County from other areas, SGCEDC must market the County's strengths while continuing to improve its product. The strengths consist of the sense of community, the people, work ethic, climate, quality of life, cost of doing business, and educational opportunities. He stated that to advertise and promote Southern Gila County, SGCEDC has developed a logo, has a new website located at <http://www.sgcdc.com>, sends out a periodic newsletter, media releases, direct reports, has joined regional affiliations, and advertises in trade journals. Mr. Martin stated that one of the goals was to establish SGCEDC as a 501 (c) (3) corporation, the application for which was sent to the Internal Revenue Service on June 1, 2007, and this will allow SCGEDC to seek grants that would not otherwise be available. In the meantime, SGCEDC is recognized by the State of Arizona as an Arizona Corporation. He advised that SGCEDC has not completely split off from the Globe-Miami Regional Chamber of Commerce/EDC (GMRCC/EDC) at this time, but it has a separate board,

articles of incorporation and bylaws in order to meet the qualifications for a 501(c) (3) status; however, SGCEDC will continue to partner with the GMRCC/EDC on projects when opportunities present themselves. SGCEDC also has a goal of seeking financial support from the City of Globe, Town of Miami, and the Towns of Hayden and Winkelman using a per capita figure to suggest a contribution amount and he was happy to report that 3 of the 4 entities have committed to helping and the fourth entity will soon be approached. Contributions have also been received from the San Carlos Apache Tribe, which was very much appreciated. He stated that another goal for fundraising will be through business contributions and although no businesses have been contacted, several have already contributed, namely Zache Enterprises, KQSS Radio, Southwest Gas and Arizona Public Service. Other businesses are awaiting confirmation of the 501 (c) (3) status. Mr. Martin advised that another goal is to build an industrial park, which would include the access of land, providing infrastructure for the park and erecting a spec building to attract manufacturing jobs. SGCEDC is also working to facilitate new attainable housing, meeting with developers, working on a local land inventory and working with the Town of Winkelman on 300 acres of annexed land and possible purchase for development. He concluded by stating that the 3rd Annual EDC Summit will be held on October 5th at the Apache Gold Casino. He thanked the Board for its continued support. Vice-Chairman Martin stated that in the future she would like to see some actual measures of how the SGCEDC is succeeding to go along with the communication side. Each Board member thanked Mr. Martin for the update and they expressed appreciation for the work he is doing for Southern Gila County as well as his outreach into Northern Gila County.

At this time Chairman Sanchez requested that with Board approval he would like to move to agenda item number 11, which was information and discussion on the Arizona Public Employers Human Resources Consortium (AzPEHRC) to provide professional human resources services. Mr. Besich

introduced Erin Collins, President of Erin Collins and Associates, whose company is the administrative arm of the County's health and welfare benefits program. He also introduced Attorney Ami Meredith, senior lead consultant for the company. Mr. Besich stated that the project Mr. Collins would be speaking about is a concept that some of the small counties are participating in and an option the Board may want to consider down the road as the Personnel Department Director will be retiring and the County will have a void to fill. He passed out some brochures to the Board from Mr. Collins. Mr. Collins stated that by way of introduction the rural counties have a long history of coming together to pool their strengths and respond to issues they can't do or can't do as well alone. Going back to 1986, the first of the counties' joint ventures was the Arizona Counties Insurance Pool (ACIP), which at the time was a liability and insurance pool, and has continued to grow. In 1994 the small counties got together again when health insurance premiums were extremely high and created the Arizona Local Government Employee Benefit Trust (AZLGEBT) and that program continues to grow and succeed and provides services beyond what it was intended to do. Gila County joined AZLGEBT in 1999. Five years ago Graham and Greenlee Counties came together to focus on human resource needs to help provide services that they could not provide on their own because of the high costs and the inability to obtain the expertise. With that, Arizona Public Employers Human Resources Consortium (AzPEHRC) was born as of January 2007; in March Navajo County joined; and, discussions are being held with Apache County. He stated it is also hoped that Gila County will join. This consortium will not be limited simply to counties; it is also available to towns and cities throughout the state in order to maximize the costs over all the public entities in rural Arizona. Mr. Collins gave a brief description of the staff being assembled to run the program. AzPEHRC proposes to work with the counties' human resource (HR) departments on projects that would include the training of employees, litigation and even as basic as recruiting to working with those departments to get their processes worked through, organized and

systematized. He reviewed some of the problems they have encountered mostly as a result of small HR staffs. What was noted at Gila County was that different departments started assuming some of their own HR responsibilities, which causes the County to wind up with redundancy and dual processes and is much more complex to manage. AzPEHRC was created to work with these entities so instead of being person-oriented or fractured the healthy counties would all be doing the same thing consistently internally and systemized. The AzPEHRC Board of Directors has established a 5-point set of priorities for the first year, which includes the development of a common core policy and procedure manual including a manager's resource manual. A training program will be started in July on 4th topics, namely: recruitment selection, performance management appraisal, discipline and discharge and employee protection laws. The AzPEHRC staff will be on site at each county running all employees through the programs in a 9-month period being July 1st and will then schedule additional training sessions quarterly to catch turnover ensuring that everyone has gone through the process. AzPEHRC is currently meeting with each county to map its hiring process. A lot of confusion has been noted in the counties in regard to reference checks, drug testing and each county has had an embarrassing situation where undesirable employees got through the system. They would also work with the courts and determine the boundaries between the branches. The AzPEHRC would also provide a resource for the entities to see what other entities are doing and paying and compare benefits. Mr. Collins explained that AzPEHRC is going to lease an information technology platform for an integrated HR information system, payroll administration system and benefits administration, whereby during open enrollment employees can log themselves in and sign up for the benefits and check the status of their benefits with any changes hitting the payroll and HR system at the same time. It would be set up on one platform that all entities would be using statewide and will be the key to saving money. He stated that because Gila County is losing its long-time Personnel Director and with the County

headed into a transition period with the potential for a lot of growth in the area, this is an opportunity to take a look at expanding resources without adding staff. Upon inquiries of the Board, Mr. Collins stated that the resources would be in Phoenix and his staff would come on site to assist the HR staff, but they would not be replacing any County Personnel Department staff. He concluded his presentation by stating that he hopes the Board will consider joining AzPEHRC. Supervisor Dawson stated that she feels the County's salary survey analysis and the accounting systems should also be handled by a consortium to make better use of taxpayer funds. Each board member voiced interest in pursuing this further and would like to see more particulars and would also like to receive a copy of the entire report. No action was taken by the Board as this was for informational purposes only.

At this time, the Board addressed agenda item number 4. Linda Haught-Ortega, Recorder, requested the approval for the Recorder's Office to increase the postage rate from \$1.00 to \$2.00 per document for mailing recorded documents to the initiating party, the bulk of which are from mortgage and title companies. In summary, the Recorder's Office used to charge \$1.00 for postage and requested the person or agency that submitted the document for recording to also provide an envelope to return the document(s). Many companies forgot to send the return envelope, so it caused an added expense for the Recorder's Office to provide the envelope. In 2004, Ms. Haught-Ortega advised that her Office requested to charge a dollar for postage with the envelope being provided; however, it was later determined that amount is still not sufficient to cover the amount of postage because typically a mortgage or title company has about 25-30 pages recorded, which costs between \$1.50 to \$2.50 per envelope to mail. She further advised that over time the U.S. Postal Service has become even pickier regarding addresses. In the past, if an address was off a few numbers, the mailman would make an attempt to deliver the envelope, but that is no longer the case. If an address is not completely correct, the envelope is returned to the sender which, in this case, is another

added cost to the Recorder's Office. In addition, the price of postage has recently increased, so the Recorder's Office is losing considerably more money than in the past. Ms. Haught-Ortega requested this increase so that the cost could be directly passed to the initiating party that submitted the document for recordation. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved the increase in the postage rate from \$1.00 to \$2.00 per document for mailing recorded documents to the initiating party.

Jacque Griffin, Assistant County Manager/County Librarian, requested the approval of a one-grade increase in salary for all regular status employees effective July 9, 2007, and to impose a freeze on all payroll actions effective July 9 through July 22, 2007. She stated that last year when the Board adopted the Public Sector Personnel Consultants pay classification plan based on a market salary survey that was conducted, it was implemented at 95%. A 2.5% across-the-board salary increase was approved in January 2007 and with this proposed 2.5% increase all employees will be brought to 100% of last year's recommended market value for each position. She stated that although there hasn't been an official County budget meeting for FY 2007-2008, the funds will be available in the budget. Ms. Griffin also stated that the request to impose a two-week freeze on all payroll actions would allow the Personnel and Finance Departments time to process all the necessary paperwork for the pay increases. Supervisor Dawson stated that she had a concern about the Board's lack of involvement in the budgeting process and requested that the budget process begin earlier next year. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved a one-grade increase in salary for all regular status employees effective July 9, 2007, and imposed a freeze on all payroll actions effective July 9 through July 22, 2007.

Mr. Stratton requested that the Board accept or reject a Citizen's Petition to begin the process of establishing Crappie, Maddie, Buckshot, Dropshot and Lunker Lanes and Malinut Drive as Country Dirt Roads. These lanes are on

the west side of State Highway 188 in Tonto Basin. The total roads are approximately 3,415 feet or .65 miles in Supervisorial District 2 and meet all the Country Dirt Road policy standards. He recommended that the Board accept these petitions so a public hearing can be set, which is the next step in this process. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously accepted the Citizen's Petition.

Mr. Stratton requested the approval of Professional Engineering Services Contract No. 112-140/5-2007 between Gila County and C. L. Williams Consulting, Inc. in the amount of \$16,659 to provide engineering services for the Disabled Access Improvement Project at the Courthouse in Globe. He stated that the scope of engineering services goes a little beyond just the disabled access for the front of the Courthouse. It involves creating 2-way traffic in the front and on the east side of the Courthouse. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Professional Engineering Services Contract No. 112-140/5-2007 with C. L. Williams Consulting, Inc. in the amount of \$16,659.

Mr. Stratton requested the adoption of Resolution No. 07-06-01 approving and authorizing the Chairman's signature on the Greater Arizona Development Authority (GADA) Application for FY 2007 in the amount of \$55,000 with a County in-kind match of \$37,500 for ADA compliance at the Gila County Courthouse. Mr. Stratton stated that this item goes along with the previous agenda item and he believes the County has a good chance of receiving this grant. He also advised that Dixie Mundy, Elections Director, has \$13,000 in grant funds that can be used toward the ADA compliance of this project as well. If the grant is awarded to Gila County, Mr. Stratton will probably recommend to the Board that this project be a joint venture between a private company and County staff to complete the project. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously adopted Resolution No. 07-06-01. **(A copy of the Resolution is permanently on file in the Board of Supervisors' Office.)**

Mr. Stratton requested approval of Professional Services Contract No. 030607-1 between Gila County and Renegy to provide green waste removal services for the Buckhead Mesa Landfill at no cost to the County for the period of June 12, 2007, through December 31, 2009. He stated that the County takes care of an extreme amount of green waste at the Buckhead Mesa Landfill and last year when the County could not burn; it had to bring in a chipper, a large grinding plant, at a cost of \$12,000. The chips are still there and Renegy is making provisions to truck those chips out. The County has reduced its landfill fee for green waste in order to help people clean up their properties and make them fire defensible. In order for the County not to lose money, the only feasible solution is to burn. With this contract, Renegy will provide the grinders up to 4 times per year at their expense and remove the green waste. According to the terms of the contract, the County can also call Renegy up to 2 additional times per year with the County paying half of the mobilization cost. Should the County call out Renegy more than 2 additional times, the County would pay the entire mobilization cost. He believes that the 4 times per year will be adequate. Upon inquiry from Supervisor Dawson about the future use of the County's small chippers, Mr. Stratton stated that this Contract with Renegy will make the chippers available for other projects plus reduce the County's liability. He stated that a cancellation clause was also included in the Contract in the event the County has a need to use the waste for some other project. Vice-Chairman Martin inquired whether this was strictly for green waste or whether it includes any type of construction waste negating the need to burn. Mr. Stratton stated that as long as the construction waste is separated, the wood could go into the green waste in order to divert as much as possible out of the landfill to extend its life and hopefully this will negate any need to burn. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Professional Services Contract No. 030607-1 with Renegy to provide green waste removal services for the

Buckhead Mesa Landfill at no cost to the County for the period of June 12, 2007, through December 31, 2009.

Mr. Stratton requested the award of Call for Sealed Bids No. 032107-1 for the purchase of one (1) or more new 2007-2008 seven-passenger mini-van(s) for the Gila Count Fleet Department and the Sheriff's Office. He stated that in reviewing the bids, some inconsistencies were noted and he was not comfortable with the changes or additions made by the bidders and requested that the Board reject all bids. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously rejected all bids received.

Steve Besich, County Manager/Clerk, requested approval of Gila County Order No. LL-07-02, an application for a new #12 restaurant license with an interim permit to operate submitted by Dawn Napier for Mama Joe's Italian Grill located in Strawberry, Arizona. He stated that this is a routine application request and that Mr. Napier has met all internal permitting requirements. No comments have been received and he recommended approval of same. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Gila County Order No. LL-07-02, which will be forwarded to the Arizona Department of Liquor Licenses and Control for final approval.

Mr. Besich requested the approval of Gila County Order No. LL-07-05, an application for a person to person transfer of a #6 bar license submitted by David R. Thirkill for Road Huggers located in Claypool, Arizona. Mr. Besich stated that this is a routine paper transaction, no comments have been received, all internal permitting requirements have been met and he recommended approval of same. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved Gila County Order No. LL-07-05, which will be forwarded to the Arizona Department of Liquor Licenses and Control for final approval.

Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Consent Agenda item numbers 14A-14F as follows:

- A. Approval of Professional Service Contract No. 022206-01 between Gila County and Cost Evaluation Services in the amount of \$10,500 per year for a period of three years for the preparation of a Full Cost Allocation Plan and OMB Circular A-87 Cost Allocation Plan for Gila County for fiscal years ended as of June 30, 2006, 2007, and 2008.
- B. Approval of Amendment No. 1 to Contract No. HG752219 between Gila County and the Arizona Department of Health Services to eliminate the enforcement provisions of the original Proposition 201 Smoke-Free Arizona Act Intergovernmental Agreement thereby reducing the Contract from \$107,187.50 to \$78,020.83.
- C. Approval of Amendment No. 5 to Contract No. E5205008 between Gila County and the Arizona Department of Economic Security whereby this Amendment allows the REPAC Department to rent out office space in Safford, Show Low and Lake Havasu City in order to provide dislocated worker services and also corrects previous administrative errors in the document numbering.
- D. Approval of the May 2007 monthly departmental activity report submitted by the Globe Regional Constable.
- E. Approval of the personnel reports/actions for the week of June 11, 2007, as follows:

Departure from County Service:

- 1. Construction Project Manager – Natural Resources/Public Works – 06-04-07 – Natural Resources/Public Works Funds – Anthony Lopez – Hire 10-05-99 – Resigned for other employment
- 2. Accounting Clerk – School Superintendent – 06-05-07 – General Fund Dorothy Langford – Hire 06-13-01 – Resigned for other employment
- 3. Deputy County Attorney – County Attorney – 05-25-07 – Justice

Enhancement Fund - Kelsie Karin – Temporary position

Hire to County Service:

4. Recorder's Clerk – Recorder – 06-04-07 – General Fund - Sandra Rose – Replaces Cecily Budosh

Temporary Hire to County Service:

5. Emergency Disasters Consultant – Emergency Management – 06-11-07 – General Fund – Mariano Gonzalez

Request Permission to Post:

6. Public Works Roads Supervisor – Public Works Timber Region – position vacated by James Clay Brunson – open to current employees of Gila County

SHERIFF'S PERSONNEL ACTION ITEMS

Departure from County Service:

7. Detention Officer – Globe S.O. – 05-30-07 – General Fund - Sharon Brewer – Hire 06-12-06 – Resigned – reason unknown

Hire to County Service:

8. Detention Officer/Medical Assistant – Globe S.O. – 06-11-07 – General Fund - Kathy Canizales – Replaces Sharon Boyer

- F. Approval of the finance reports/demands/transfers for the week of June 11, 2007 (separate handout) as follows:

\$502,047.33 was disbursed for County expenses by voucher numbers X156853 through X156924, X403294 through X403459. The hand-issued warrants listing by voucher number and amount is as follows: X403050 - \$71,682.00, X403051 - \$117,767.00, X156747 - \$252.00, and X156852 - \$241,269.72. **(An itemized list of vouchers is permanently on file with the Board of Supervisors.)**

At this time each Board member and the Chief Administrator were presented the opportunity to give a brief summary of current events as allowed by A.R.S. §38-431.02(K). No action was taken by the Board.

There being no further business to come before the Board of Supervisors, Chairman Sanchez adjourned the meeting at 11:59 a.m.

Jose M. Sanchez, Chairman

ATTEST:

Steven L. Besich, County Manager/Clerk