

BOARD OF SUPERVISORS
GILA COUNTY, ARIZONA

Date: August 28, 2007

JOSÉ M. SANCHEZ
Chairman

STEVEN L. BESICH
Clerk of the Board

TOMMIE C. MARTIN
Vice-Chairman

By: Marilyn Brewer
Deputy Clerk

SHIRLEY L. DAWSON
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Jose M. Sanchez, Chairman; Tommie C. Martin, Vice-Chairman; Shirley L. Dawson, Member; Steve Besich, County Manager/Clerk; Marian Sheppard, Chief Deputy Clerk; and, Jefferson Dalton, Deputy County Attorney.

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Jefferson Dalton led the Pledge of Allegiance and Reverend Lyle Johnston from St. Paul's United Methodist Church delivered the Invocation.

Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board convened as the Gila County Library District Board of Directors. Jacque Griffin, Assistant County Manager/Gila County District Librarian, introduced Dr. Thea Wilshire, who gave a PowerPoint presentation regarding a pilot program for the creation of a Tool Lending Library (TLL) program in cooperation with the Globe Senior Center, with a request that the Gila County District Librarian be authorized to proceed with the planning and implementation of this pilot program. She presented the following information: The TLL would be a free, community-wide tool lending library to provide tools for maintaining and improving homes and properties, which would be especially useful for geographically isolated areas. This is a new program to Arizona and Globe; however, it has been successfully set up in many areas around the U.S. The program is usually set up in conjunction with the public libraries, with the tools being free for use and any late fees would be used to pay for tool maintenance. The program would be driven by volunteers and

there would be lending rules, policies and procedures. To cover liability issues, there would be legal waivers and indemnification forms required along with safety and maintenance built into the program. To keeping people from walking away with the tools, the libraries are set up to check out non-book items; there would be secondary tracking of paperwork; the tools would be etched or painted; and, legal resources could be pursued. The proposed cost of the program would be \$12,264 for the purchase of new tools; \$300 for a library bar scanner; a storage building (with the City of Globe's permission), however, the cost is unknown at this time because of several possible donations and/or scenarios; and, \$1,800 for building improvements. This TLL program would be in partnership with the Gila County Library District because the libraries can catalog and track tools through its system; are able to provide off-site bar code scanners; are already set up to scan non-book items; and, can provide membership enrollment. Another partnership will be formed with the Globe Senior Center as the staff and senior citizens will serve as volunteers to run the program. A third partnership would be with the Arizona Department of Corrections-Globe Prison for tool maintenance, assistance with tool inventory and safety marking. Prison workers already volunteer at the Senior Center. Ms. Wilshire stated that there is wholehearted community support, and anyone in Gila County with a library card will be able to participate. The TLL pilot program to be called Tool Box will begin at the Globe Senior Center and then it can possibly be started in other communities. Ms. Wilshire stated that she would like to purchase the tools initially; however, donations will also be accepted. In concluding her presentation, Ms. Wilshire stated that the next step in the process is to get the approval of the Board of Supervisors to use the Gila County Library District as the sponsoring organization. Vice-Chairman Martin inquired how long the storage building could be located at the Globe Senior Center. Ms. Wilshire stated that she has been pushing to get the storage unit installed as soon as possible, but there was a question about the Arizona Department of Transportation (ADOT) leased land and if ADOT would allow it. In discussions with ADOT, it is wholeheartedly behind the program,

but Ms. Wilshire stated that she still needs to have the City of Globe indemnify ADOT and then the building can be set up on the property. Chairman Sanchez inquired where the funding would come from for the purchase of the tools. Ms. Wilshire replied that since she has held several community forums, people have pledged funding and donations of tools; however, when she was initially designing the program, the City of Globe had the funds, so it will be funded in several ways. Chairman Sanchez requested that Ms. Griffin elaborate on authorizing the Gila County Library District to do the planning and implementation of the program. Ms. Griffin stated that the Board was provided with draft forms of all the necessary paperwork such as the indemnification, waivers and rules, which have been used at other tool lending libraries. Board action today would allow Ms. Griffin to move forward in getting all of the paperwork put together under the sanction and direction of the Gila County Library District and to get approval of same by the County Attorney's Office. She stated that from a Library District materials standpoint, the District already has the bar codes and the capability to set up a book mobile type off site that could track items. The financial contribution from the Library District would be minimal as the TLL would be mostly self-supporting so library funds will not be used to buy tools. The Gila County Library District is simply providing the vehicle to allow people to contribute to bringing this TLL program to fruition. Steve Besich, County Manager/Clerk, stated, "If we're saying that we are going to take some sort of action and direction under the auspices of the Gila County Library District Board of Directors, then you also have to remember that you are still governed by the laws of the State of Arizona." He stated that when Ms. Wilshire mentioned the purchasing and disposal of tools, regardless of where the funds come from, be it private donations or from the County or city, for audit purposes there has to be tracking as there are laws that govern the disposal of surplus or discarded property. He stated, "I don't want to be the wet blanket, but this thing has to be pretty well thought out because you can be very well intentioned and then you end up with this nightmare at the end when nobody wanted to be bothered with paperwork or

the documentation.” Mr. Besich also stated that the County starts off as the focal point for these projects and then he and the Board get the calls from people inquiring why everything is always in Globe and not in the other 8 libraries. Mr. Besich stated that he would be much happier if it was the City of Globe working in conjunction with the Gila County Library District because the program will basically be in the City of Globe. He also added that after all of the paperwork is approved by the County Attorney’s Office, he would then like to have it forwarded to Arizona Counties Insurance Pool (ACIP) for approval because if there is ever litigation, ACIP has to defend the County’s policies and decisions. The Board agreed with Mr. Besich regarding the details pertaining to state laws and also discussed the future of the program in other communities within Gila County if the pilot program is proven to be successful in Globe. In response to Mr. Besich’s comments, Ms. Wilshire stated that she did not plan to ask the Board of Supervisors for any funding, so if that is an issue then all the tools could be purchased new and there would be no donation concerns for the County. Mr. Besich replied that if the Board authorizes the program, all donations of property and funds become the property of the Gila County Library District and have to be accounted for as well as accounting for any disposal of that property. There has to be an accounting by the Gila County Library District for all incoming funds and what they are used for, all inventory purchased and how it’s disposed of at the end of its useful life. Mr. Besich stated, “I’m the one who gets served with the lawsuits, so I’m trying to remind everyone of the accountability so we don’t run afoul of the state law in the operation and accountability.” Jeff Dalton, Deputy County Attorney, stated that for the purchase of tools the County policies must be followed particularly if the purchases require going through the bidding process. Ms. Griffin inquired if it was the desire of the Board to pursue this TLL program or not as she was looking for direction. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously authorized the District Librarian to proceed with the planning and implementation of this TLL pilot project.

At 10:47 a.m., a public hearing was held to adopt Resolution No. 07-08-06 approving Planning and Zoning Department Case No. CUP-07-01, a request submitted by H & T Trading Post, which is owned by Pete Hammond and Carolyn White, for a conditional use permit for property located at 6024 Calle de Loma, Miami, Arizona, in order to operate an outdoor recreation supply business. Bob Gould, Community Development Division Director, presented the following information. Mr. Hammond runs a business from his garage manufacturing traps for wild animals and he deals with the U.S. Forest Service. Mr. Hammond's garage is located on 2 parcels of land; however, the individual lots don't meet the minimum 6,000 square foot lot area, but with some lot adjustments currently ongoing and when the final lot is recorded, it will be closer to 10,000-12,000 square feet. There are currently 2 structures located on the property--a 1,500 square foot house and a 1,060 square foot accessory building, the garage. Archery, fishing supplies and equipment are also sold out of the garage as well. Gila County's Building Code Ordinance defines this as a cottage industry, which is geared toward homeowners who desire to work in their home and manufacture items for sale in the public as well as on the internet. Mr. Gould then briefed the Board on the cottage industry requirements. He stated that because the property is located 3 blocks from Highway 60, the actual impact of traffic in a residential area will be minimal. Mr. Gould stated that Gila County's Building Code Ordinance requires that Mr. Hammond have a conditional use permit and his department has determined that Mr. Hammond could be in compliance with the standards and have a cottage industry in that location. He noted that staff initially recommended allowing 24 square feet of signage, but upon review of Gila County's Building Code Ordinance, only 16 square feet of signage is allowed so the Planning and Zoning Commission's recommendation of 18 square feet of signage is an error and it would be appropriate for the Board to correct the signage to read 16 square feet. He stated that the Planning and Zoning Commission held a hearing in Star Valley on July 19, 2007, and made the following recommendations: 1) The outdoor recreation supply business shall

meet the standards for cottage industries. 2) Tax parcels 206-03-162B and 206-03-163A shall be combined into one tax parcel number to meet the zoning district standards and cottage industry standards. 3) Only 50% of the combined floor area of the dwelling and accessory buildings shall be utilized for the outdoor recreation supply business. 4) There shall be no outdoor displays of merchandise or storage of materials associated with the business. 5) All parking shall be accommodated on the subject property. Handicapped parking and accessibility shall be available for customers. The handicapped parking space and access aisle shall be of asphalt or concrete material and shall meet state requirements for size, configuration and signage. 6) The aggregate signage area for this cottage industry business shall be 24 square feet; however, that will be changed to 16 square feet. The signs shall not be lighted in any manner. 7) The outdoor recreation supply business shall not be operated on Sundays and shall not be operated after 6:00 p.m. 8) All business activities shall be conducted inside an enclosed building. 9) Failure to comply with the conditions 1-8 above shall be grounds for zoning citations and possible revocation of this conditional use permit and necessitate this to come back before the Board for revocation. Upon inquiry by Vice-Chairman Martin about both a starting and closing time of operation, it was the consensus of the Board that the hours of operation should be from 6:00 a.m. to 6:00 p.m. At this time, Chairman Sanchez opened the public hearing portion of the meeting and asked for public comment. Sam Chacon and Tom Butler, both residents of Lower Miami, stated that this business will be an asset to the neighborhood and both were in favor of the County granting the conditional use permit. Chairman Sanchez closed the public hearing and entertained a motion. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously adopted Resolution No. 07-08-06 approving Planning and Zoning Department Case No. CUP-07-01, with the change of signage from 18 square feet to 16 square feet and that the business hours be from 6:00 a.m. to 6:00 p.m. **(A copy of the Resolution is permanently on file in the Board of Supervisors' Office.)**

Steve Stratton, Public Works Division Director, requested the approval of Project Agreement No. 07-RO-11031200-031 under Forest Road Agreement No. 05-RO-11031200-001 between the USDA Forest Service, Tonto National Forest, and Gila County regarding the Pavement Maintenance Project in an amount not to exceed \$96,928.92. He stated that this is an amendment to the Master Agreement with the USDA Forest Service to do some crack filling on some of the paved roads, to replace some object markers that have been washed away in floods on the old Rye Road and to put some culverts in needed areas. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Project Agreement No. 07-RO-11031200-031 under Forest Road Agreement No. 05-RO-11031200-001 with the USDA Forest Service, Tonto National Forest, in an amount not to exceed \$96,928.92.

Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved Consent Agenda item numbers 5A-5G, as follows:

- A. Approval to authorize the Chairman's signature on various closing documents that pertain to the purchase of parcel no. 207-07-04, 5804 S. Russell Road, Globe, Arizona, for the amount of \$130,715.47 (fees included) as part of the Russell Road Realignment Project.
- B. Approval to adopt Resolution No. 07-08-07 naming a road in Tonto Basin to be called Birddog Lane. (The Rural Addressing Dept. has received no objection to this road name.) **(A copy of the Resolution is permanently on file in the Board of Supervisors' Office.)**
- C. Approval to authorize the Chairman's signature on a Housing Trust Fund Program Close-Out Report for Contract No. 516-07 that is between the Arizona Department of Housing and the Health and Community Services Division, Housing Services Department.
- D. Approval to authorize the Chairman's signature on Amendment No. 9 to an Intergovernmental Agreement (Contract No. RSA-E5311526) between the Arizona Department of Economic Security and the Gila County GEST Program to extend the Contract from October 1, 2007, through December

31, 2007, in order to provide vocational rehabilitation services to eligible clients.

- E. Approval of the July 2007 monthly departmental activity reports submitted by the Recorder, Clerk of the Superior Court, Payson Regional Constable and Payson Regional Justice of the Peace.
- F. Approval of the personnel reports/actions for the week of August 27, 2007, as follows:

Departure from County Service:

- 1. Road Maintenance/Equipment Operator –Public Works – Consolidated Roads – 08-23-07 – Public Works – Micah Arney – Hire 01-03-06 – Resigned found other employment
- 2. Teen Court Secretary – Probation Department – 08-17-07 – Diversion Consequences – Aaryn Hauptman – Hire 09-07-05 – Resigned
- 3. Payroll Supervisor – Finance – 08-31-07 – General Fund – Karen Reves – Hire 12-04-00 – Retired
- 4. Accounting Clerk Specialist – Clerk of Superior Court – 08-17-07 – General Fund – Karla Cassa – Hire 10-30-06 – Resigned

Hires to County Service:

- 5. Public Fiduciary Services – Public Fiduciary Services Specialist 1 – 09-04-07 – General Fund – Karen Miller – Replacing Lara McGee
- 6. Supervisor’s Staff Specialist – Board of Supervisors – 08-27-07 – General Fund – Linda Eastlick - Replacing Terry Dalton

Temporary Hires to County Service:

- 7. Accounting Clerk – Health and Community Service – 08-20-07 – 33% GEST, 34% CAP Department, 33% Housing Department – Brenda Christine Kell – New Position
- 8. Payroll Specialist – Finance – 09-03-07 – General Fund – Karen Reves – To assist with payroll training
- 9. Secretary – Board of Supervisors – 08-20-07 – General Fund – Misty Allinson – To replace Terry Dalton

Departmental Transfer:

10. District Services Coordinator/Board of Supervisor To Legal Secretary Senior/County Attorney – 08-22-07 – General Fund To 90% AG Victim Rights 10% General Fund – Terry Dalton
11. Road Maintenance/Equipment Operator – Public Works Consolidated Roads to Road Maintenance/Equipment Operator Sr. – Public Works Consolidated Roads – 08-20-07 – Public Works – Brian Jennings

End of Probationary Period:

12. Road Maintenance Worker – Public Works – Consolidated Roads – 08-20-07 – Public Works – John Garcia
13. Administrative Clerk – Health and Community Services – 09-03-07 – CAP Department – Roxanne Lorraine Dennhardt
14. Career and Employment Specialist – Health and Community Services – 09-03-07 – WIA – Jack Grogg
15. Court Services Business Manager – Clerk of Superior Court – 08-20-07 – General Fund – Ester Rios

Position Review:

16. Change in fund code percentages – Accounting Clerk – Health and Community Services – 08-20-07 – From 100% Play To 95% Play and 5% Bio-Terrorism – Chris Phillips
17. Change in fund code percentages – Deputy Probation Officer 2 – Probation Department – 08-06-07 – From Diversion Intake 40%, JPSF 40%, Juvenile Diversion Fees 20% To Payson Safe Schools 100% - Michael Snively
18. Change in fund code – Deputy Probation Officer 2 – Probation Department – 08-06-07 – From General Fund To Globe Safe Schools – Robert Vindiola
19. Change in Funding – From Deputy Probation Officer 2 – Probation Department – 08-06-07 - From Adult Probation Service Fees To Globe Safe Schools – David Franquero

SHERIFF'S PERSONNEL ACTION ITEMS

Departure from County Service:

20. Detention Officer Sgt. – Sheriff’s Office/Globe – 08- 21-07 – General Fund – Jared Arney – Hire 08-09-00 – Resigned
21. Deputy Sheriff Recruit – Sheriff’s Office/Globe – 08-14-07 – General Fund – Todd M. Manges – Hire 08-17-07 – Withdrew application
22. Detention Officer Sgt. – Sheriff’s Office/Globe – 08-18-07 – General Fund – Julia Grinder – Hire 01-05-00 – Resigned

Position Review:

23. Promotion - From Detention Officer Corporal To Detention Officer Sergeant – Sheriff’s Office/Payson – 08-20-07 – General Fund – Michelle Daly
24. Promotion – From Detention Officer Corporal To Detention Officer Sergeant – Sheriff’s Office/Globe - 08-20-07 – General Fund – Jared Osborn
25. Promotion – From Detention Officer Corporal To Detention Officer Sergeant – Sheriff’s Office/Payson – 08-20-07 – General Fund – Robert Schuler
26. Change the Position Control Number – Administrative Clerk – Sheriff’s Office/Globe – 09-03-07 – From 8211 To 8214 – Esther Klinger
27. Promotion - From Detention Officer Corporal To Detention Officer Sergeant – Sheriff’s Office/Payson – 08-20-07 – General Fund – Jared Arney

G. Approval of the finance reports, which lists disbursements that will be issued during the week of August 28, 2007, (separate handout) as follows: \$1,605,204.77 was disbursed for County expenses by check numbers 1305 through 1497. **(An itemized list of disbursements is permanently on file in the Board of Supervisors’ Office.)**

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.

At 11:30 a.m., Chairman Sanchez recessed the meeting until 1:30 p.m.

At 1:30 p.m., Chairman Sanchez reconvened the meeting at the Emergency Management Division conference room, which is located at the Central Heights County Complex, 5515 S. Apache Avenue. The Board met with Health Department personnel for an update and review of Department activities and programs followed by a tour of the Department's facilities. David Fletcher, Director of the Health and Community Services Division, introduced members of his staff who were present at the meeting, as follows: Jendean Sartain, Deputy Division Director; Carolyn Haro, Manager, Public Health Services; Lorraine Dalrymple, Health Services Program Manager; and, Paula Horne, Health Programs Manager. Ms. Dalrymple provided a PowerPoint presentation regarding current Maternal and Child Health Programs that are offered through the Health Department and she also provided information on a Reproductive Health/Family Planning Project that the Health Department is considering adding to its current Maternal and Child Health Programs. **(A copy of the presentation is permanently on file in the Board of Supervisors' Office.)** Mr. Fletcher advised that the Reproductive Health/Family Planning Project was being presented to the Board today as information only. If the Health Department chooses to move forward with this Project, a formal request to proceed with the process to obtain grant funds will be presented to the Board at a later date. In summary, the Project would allow the Health Department to add a component to its Maternal and Child Health Programs Project. At present Gila County's Maternal and Child Health Programs focus attention on during and after pregnancy and the proposed Project would add a component that focuses on before pregnancy - preconception care. At the conclusion of the presentation, the Board entered into a discussion with Health Department staff regarding the Project.

Chairman Sanchez adjourned the meeting at 2:45 p.m. and everyone present was invited by Mr. Fletcher to tour the Health Department's facilities.

Jose M. Sanchez, Chairman

ATTEST:

Steven L. Besich, County Manager/Clerk