

**BOARD OF SUPERVISORS MINUTES
GILA COUNTY, ARIZONA**

Date: December 4, 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: Jose M. Sanchez, Chairman; Tommie C. Martin, Vice-Chairman; Shirley L. Dawson, Member; Steve Besich, County Manager/Clerk; Marian Sheppard, Chief Deputy Clerk; James Parker, Deputy County Attorney; and, Ray Geiser, Deputy County Attorney.

Item 1 – Call to Order – Pledge of Allegiance – Invocation

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Steve Besich led the Pledge of Allegiance and Reverend Dan Morton of the First Christian Church delivered the Invocation.

Item 2 - Supervisors' Annual Property Tax Sale/Auction for the sale of real property deeded to the State of Arizona by Treasurer's Deed in the year 2007, as follows: 101-07-025-7; 101-07-085-1; 101-07-250-3; 206-10-068-B2; 206-18-013-8; 206-22-044-9; and, 207-06-026-A-7.

Chairman Sanchez read aloud this agenda item and then called upon Marian Sheppard, Chief Deputy Clerk, to advise the public of the bidding procedures. Ms. Sheppard advised that there are 7 properties listed for sale at today's auction; however, tax parcel number 206-22-044-9 would not be sold today because the property is located in someone's back yard. She advised the audience of the statutory process whereby any newly deeded properties must be advertised for sale although the Board is not obligated to sell every parcel. Ms. Sheppard further advised that that the minimum acceptable bid would be the total lien amount as listed on the tax sale list. The Board addressed each of the 7 parcels separately. The auction results are as follows:

Tax Parcel #	Lien Amount	Sale Amount	Purchaser's Name
101-07-025-7	\$22,806.18	--	--
101-07-085-1	\$16,115.18	--	--

101-07-250-3	\$ 1,270.84	--	--
206-10-068-B-2	\$ 632.82	--	--
206-18-013-8	\$ 385.84	\$1,500	George Mesa
206-22-044-9	\$ 358.05	--	--
207-06-026-A-7	\$ 342.36	--	--

Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved the sale of parcel number 206-18-013-8 to George Mesa in the amount of \$1,500. Note for the record: Mr. Mesa did not submit the money within the 48 hour required time frame; therefore, this sale is null and void.

Item 3 - Information/Discussion/Action to approve a Master Services Agreement between Gila County and Colorado CustomWare, Inc. for the period December 5, 2007, through December 5, 2017, to provide County Assessor’s software services currently being provided by the Arizona Department of Revenue at an estimated cost of \$85,705 for the first year; \$87,653 for the second year; \$89,601 for the third year; and, \$91,549 per year for the remaining term of the Agreement.

Dale Hom, Assessor, requested the Board’s approval to change the vendor that provides software services to the Assessor’s Office from the Arizona Department of Revenue (ADOR) to Colorado CustomWare, Inc. Mr. Hom advised that Mohave County transitioned to Colorado CustomWare, Inc. and has essentially “worked out the bugs.” He further advised that 4 other counties are changing to this vendor at this time. Colorado CustomWare, Inc. will provide a computer appraisal and administration system along with customer support for the system. The price in the first year will be the same as charged by ADOR. The price will slightly increase over the 2nd through 3rd years of the Agreement and the fourth year the price will be at \$91,549 through the remaining term of the Agreement. Mr. Hom advised that this Agreement is on a yearly basis, so if the Assessor’s Office is dissatisfied, it may choose to revert to using ADOR. He advised that this funding has already been budgeted through the storage and retrieval fund, so there will be no additional money being requested from the County’s general fund. Supervisor Dawson expressed a concern regarding the length of the Agreement since computer technology changes rapidly. She was pleased that the Agreement will be reviewed on a yearly basis and that it contains provisions to opt out of the Agreement. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved the Master Services Agreement with Colorado CustomWare, Inc.

Item 4 - Information/Discussion/Action to approve an Intergovernmental Agreement (Contract No. HG854246) between the Gila County Division of Health and Community Services and the Arizona Department of Health Services for the period January 1, 2008, through December 31, 2008, to

provide services for the Reproductive Health/Family Planning Program at a cost of \$240 per client and an annual charge of \$100 for an annual report.

Lorraine Dalrymple, Health Services Program Manager, presented this agenda item. She stated that the Arizona Department of Health Services, Office of Women's and Children's Health, is providing \$30,000 per year under this Intergovernmental Agreement, which includes an annual renewal option for a period of 3 years. Supervisor Dawson commented on two paragraphs in the Agreement. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved the Intergovernmental Agreement (Contract No. HG854246) with the Arizona Department of Health Services.

Item 5 - Information/Discussion/Action to adopt an Order calling the March 11, 2008, Special Recall Election of Wesley Suhr, Pine-Strawberry Water Improvement District governing board member. (Dixie Mundy)

Dixie Mundy, Elections Director, presented this agenda item and she advised of the application for recall petition serial number. The number of signatures required for this special recall election was 159 and the number of signatures verified and certified by the Recorder totaled 228. Ms. Mundy explained that only after the Recorder verifies the petitions are they actually determined to be "filed." After the petitions were officially filed, Mr. Suhr was notified by mail that the petitions had been filed and he was provided with two options: 1) choose to resign, or 2) choose not to resign and submit a statement of defense. Mr. Suhr submitted his statement of defense which will appear on the ballot. The ballot will have grounds for a recall with Mr. Suhr's statement of defense. Ms. Mundy advised that the Order being presented to the Board today approves calling for a special recall election on March 11, 2008, to recall Wesley Suhr from the governing board of the Pine-Strawberry Domestic Water Improvement District. This election shall be conducted by a vote-by-mail ballot. Supervisor Dawson inquired as to the entity that pays for this election. Ms. Mundy replied that the County initially pays for election expenses and then the Pine-Strawberry Water Improvement District will be sent an invoice to reimburse the County for all related expenses. Chairman Sanchez inquired as to the process for placing a name on the ballot. Ms. Mundy referred to language on the Order and read aloud the sentence which states, "Qualified electors within the water district are hereby invited to submit a candidate petition for the position of district governing board member." The Order also states that nominating packets are available in the Gila County Division of Elections. Supervisor Dawson also referred to an invoice submitted by Harry Jones, a consultant to Gila County, regarding a discussion of petitions being filed with the County from various Pine-Strawberry residents in which he was involved, which took place on October 24th. She stated, "We need as many public people involved as we can have and I don't believe we should be paying a consultant to be involved in those activities." Upon motion by Supervisor

Dawson, seconded by Vice-Chairman Martin, the Board unanimously adopted an Order calling for the March 11, 2008, Special Recall Election of Wesley Suhr, Pine-Strawberry Water Improvement District governing board member. **(A copy of the Order is permanently on file in the Board of Supervisors' Office.)**

Item 6 - Information/Discussion/Action to adopt an Order calling the March 11, 2008, Special Recall Election of James Richey, Pine-Strawberry Water Improvement District governing board member.

Ms. Mundy advised that the number of signatures required for this special recall election was 159 and the number of signatures verified and certified by the Recorder totaled 167. She advised that after the petitions were officially filed, Mr. Richey was notified by mail that the petitions had been filed and he was provided with two options: 1) choose to resign, or 2) choose not to resign and submit a statement of defense. Mr. Richey submitted his statement of defense which will appear on the ballot. The ballot will have grounds for a recall with Mr. Richey's statement of defense. Ms. Mundy advised that the Order being presented to the Board today approves calling for a special recall election on March 11, 2008, to recall James Richey from the governing board of the Pine-Strawberry Domestic Water Improvement District. This election shall be conducted by a vote-by-mail ballot. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously adopted an Order calling for the March 11, 2008, Special Recall Election of James Richey, Pine-Strawberry Water Improvement District governing board member. **(A copy of the Order is permanently on file in the Board of Supervisors' Office.)**

Item 7 - Information/Discussion/Action to approve Professional Services Contract No. 6500.341.526/1119-2007 between Gila County and Dibble Engineering whereby engineering services will be provided for the Russell Road Relocation Project in the amount of \$49,830.

Steve Sanders, Public Works Division Deputy Director, presented this agenda item. He advised that this project is not actually a relocation of Russell Road, but rather some new roadways will be added within the Russell Road area. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved Professional Services Contract No. 6500.341.526/1119-2007 with Dibble Engineering for engineering services on the Russell Road Relocation Project in the amount of \$49,830.

Item 8 - Information/Discussion/Action to accept or reject a Citizen's Petition to begin the process to establish Salado Trail, Mitchell Way and Shelby Lane as Country Dirt Roads.

Mr. Sanders stated that these roads are located in the Tonto Basin area and they meet the requirements of the County's Country Dirt Road Policy. He

advised the Board of the entire process to establish country dirt roads should a decision be made by the Board to accept the Citizen's Petition. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously accepted the Citizen's Petition to begin the process to establish Salado Trail, Mitchell Way and Shelby Lane as Country Dirt Roads.

Item 9 - Information/Discussion/Action to accept or reject a Citizen's Petition to begin the process to establish Copper Hills Road as a Country Dirt Road.

Mr. Sanders advised that this private road is the main road through the Copper Canyon Ranches Subdivision beginning at the County maintenance line in the road to the U.S Forest Service boundary. He further advised that the previous developer of the Subdivision, Mr. Kreyeski, is no longer involved with this Subdivision. A new homeowner's association has been formed, and it was the association that submitted this Citizen's Petition. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously accepted the Citizen's Petition to begin the process to establish Copper Hills Road as a Country Dirt Road.

Chairman Sanchez addressed the approval of the Consent Agenda items. Supervisor Dawson requested that item 10G, approval of the personnel reports/actions for the week of December 4, 2007, be removed from the Consent Agenda and addressed as a regular agenda item. Vice-Chairman Martin seconded the motion. The motion was passed by a 2-1 vote. Chairman Sanchez voted "nay."

G. Approval of personnel reports/actions for the week of December 4, 2007.

Departure from County Service:

1. Assistant Audit Data Coordinator – Purchasing – 11-27-07 – General Fund – Don White – 5-16-94 – Deceased

Hire to County Service:

2. Administration Clerk Senior – Health and Community Services – 12-10-07 – Health Services Fund – Tammy Renfro – Replacing Sharon Heller
3. Payroll Specialist – Finance – 12-10-07 – General Fund – Amber Llewellyn – Replacing Tammy Dover
4. Teen Court Secretary – Probation Department - 11-26-07 - Diversion Consequences Fund – Rachelle Baird - Replacing Aaryn Hauptman

Departmental Transfers:

5. From Administrative Clerk Senior – Health and Community Services – To Administrative Clerk Senior – Health and Community Services – 12-10-07 – From Health Services Fund – To Immunization Fund – Sharon Heller

Position Review:

6. Increase pay rate/change in grade and step – Map Project Coordinator – Assessor – 07-09-07 – General Fund – Judy Esteves
7. Increase pay rate/change in grade and step – Chief Deputy Clerk of the Board – Board of Supervisors – 07-09-07 – General Fund – Marian Sheppard
8. Increase pay rate/change in grade and step – Deputy Clerk of the Board – Board of Supervisors – 07-09-07 – General Fund – Marilyn Brewer
9. Increase pay rate/change in grade and step – Building Safety Assistant Senior – Community Development – 07-09-07 – General Fund – JoLynn Chase – **effective July 9, 2007**
10. Increase rate/change in grade and step – Building Safety Assistant Senior – Community Development – 07-09-07 – General Fund – Margie Chapman – **effective July 9, 2007**
11. Change in grade and step – Code Compliance Specialist – Community Development – 07-09-07 – General Fund – Patsy Clayton – **effective July 9, 2007**
12. Change in grade and step – Code Compliance Officer – Community Development – 07-09-07 – General Fund – William Hanna – **effective July 9, 2007**
13. Increase rate/change in grade and step – Planning Technician – Community Development – 07-09-07 – General Fund – Beverly Valenzuela – **effective July 9, 2007**
14. Increase rate/change in grade and step – Administrative Manager – Emergency Services – 07-09-07 – General Fund – Linda Rodriguez
15. Change in grade and step – Administrative Assistant – Public Works – 07-09-07 – Public Works Fund/General Fund – Valrie Bejarano – **effective July 9, 2007**
16. Change in grade and step – Purchasing Assistant – Purchasing – 07-09-07 – General Fund – Misti Williams – **effective July 9, 2007**
17. Increase rate/change in grade and step – Public Health Nurse – Health Unit – 07-09-07 – Health Services Fund – Lucinda Campbell
18. Increase rate/change in grade – Public Health Nurse – Health Unit – 07-09-07 – Health Services Fund – Susan Koepf
19. Increase rate/change in grade – Health Services Program Manager – Health Unit – 07-09-07 – Health Services Fund – Lorainne Dalrymple
20. Increase rate/change in grade – Court Administrator – Superior Court – 07-09-07 – General Fund – Mary Hawkins
21. Increase rate/change in grade and step – Administrative Office Manager – Superior Court – 07-09-07 – General Fund – Jacque Durbin

Annual Step Increase (Budgeted)

22. Authorize a 1(one) step increase (2.5%) for all County employees effective 01-07-08

SHERIFF'S PERSONNEL ACTION ITEMS

Position Review

23. Increase rate/change in grade – Manager Detention Medical Services – Sheriff's Office – 07-09-07 – General Fund – Richard Hobson

Supervisor Dawson stated that there were some problems that existed regarding the job descriptions for some of these positions and she believes there is a definite difference than what it being proposed to the Board. She advised that some employees that work within the Community Development Division were given different jobs and have been working within those jobs since last June and according to Bob Gould, Community Development Division Director, some as early as January. She recommended that those employees working within the Community Development Division and certain other employees, who have performed different job duties for more than 6 months, be given an increase in their pay rate and/or change in grade and step increases retroactive to July 9, 2007, and the remaining employees are to receive an increase in their pay rate and/or change in grade and step increases effective the regular effective date for weekly personnel actions. (For this personnel action items report dated December 4, 2007, the effective date would be December 10, 2007.) Chairman Sanchez asked Supervisor Dawson if that was her motion and she replied that it was a discussion at this time. Chairman Sanchez did not believe that it would be a good decision to “single out” one department or group of employees to receive these pay increases and/or change in grade and step increases retroactively without first having a discussion with the department heads. He stated, “Probably 100% of these employees have been doing those additional duties going back in time from the time we started the Public Sector salary survey process.” He then asked Ms. Dawson to clarify those positions she was referencing. There was also some confusion as to the retroactive date and Berthan (Birdie) DeNero, Personnel Department Director, clarified that the retroactive date would be July 9, 2007. Supervisor Dawson stated, “I make a motion to make the positions which are being reclassified retroactive to July 9th of '07, (and) that all other grade changes to be effective as of today.” Vice-Chairman Martin stated, “Mr. Chairman, I am going to second her motion. I feel as though, Mrs. Dawson, we made her the lead and liaison in this process. I know that she’s paid closer attention to it than I have, and I am simply going to go with her judgment today, so I will second the motion.” Steve Besich, County Manager/Clerk, met with the Board at this time to review the personnel actions items report in order to verify those positions that Supervisor Dawson wanted to be effective retroactively to July 9th and those positions that would be effective December 10, 2007. Mr. Besich announced the agenda items for the personnel action items report that retroactively become effective as of July 9, 2007, as follows: item numbers 9, 10, 11, 12, 13, 15, and 16. The remaining items that are listed to receive a pay increase and/or change in grade and step increases will become effective December 10, 2007. Supervisor Dawson stated, “The motion reads that those who are being reclassified; that is how it is on the paper I have, would be retroactive. Grade changes would become effective with the coming pay period...In my motion I will submit this paper (personnel action items report) provided to me which shows those positions being reclassified...” Mr. Besich stated, “Mr. Chairman, members, the motion will include the

retroactive pay increase for items 9, 10, 11, 12, 13, 15 and 16.” Ms. Dawson stated, “Correct.” Ms. DeNero asked, “The effective date for the others would be the 10th of December? Supervisor Dawson stated, “The next pay period.” Ms. DeNero stated, “The beginning of the pay period. Thank you.” The Chairman advised that a motion and a second had been made and he asked those Board members in favor of the motion to say “aye”, which was done. The motion passed with a unanimous vote of the Board.

Item 10 - CONSENT AGENDA ACTION ITEM:

- A. Approval to appoint Barbara Leetham as a private sector member of the Gila County Community Action Advisory Board.**
- B. Approval of the appointments of Richard L. Moran and Jeffrey Michael Loyd as Gila County Republican Party precinct committeemen.**
- C. Approval of an Amendment to the Phoenix Health Plan/Community Connection Agreement between the Gila County Health Department and VHS Phoenix Health Plan, Inc. d/b/a Phoenix Health Plan and d/b/a Community Connection changing the name on the Agreement from VHS Phoenix Health Plan, LLC to VHS Phoenix Health Plan, Inc. and adding language mandated by AHCCCS.**
- D. Approval of Amendment No. 7 to an Intergovernmental Agreement (Contract No. E6306015) between the Gila County Division of Health and Community Services and the Arizona Department of Economic Security for the period July 1, 2007, through June 30, 2008, increasing the Contract amount to \$435,406, an increase of \$30,493, and revising the Scope of Work section.**
- E. Approval of the Chairman’s signature on a U.S. Department of Commerce, U.S. Census Bureau registration form to participate in the Local Update of Census Addresses Program.**
- F. Approval of the October 2007 monthly departmental activity reports submitted by the Recorder and Payson Regional Justice of the Peace.**
- H Approval of finance reports which lists disbursements that will be issued during the week of December 4, 2007. (separate handout)**

\$1,898,133.27 was disbursed for County expenses by check numbers 203920 through 203950, 204125 through 204129 and 204132 through 204277. **(An itemized list of disbursements is permanently on file in the Board of Supervisors’ Office.)**

Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Consent Agenda item numbers 10A-10F and 10H.

Item 11 - At any time during this meeting pursuant to A.R.S. §38-431.02(K), members of the Board of Supervisors and the Chief Administrator may present a brief summary of current events. No action may be taken on issues presented.

Each Board member and Mr. Besich presented information on current events.

There being no further business to come before the Board of Supervisors, Chairman Sanchez adjourned the meeting at 11:17 a.m.

APPROVED:

Jose M. Sanchez, Chairman

ATTEST:

Steven L. Besich, County Manager/Clerk