

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

Date: January 29, 2008

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 (via video conference call); Shirley L. Dawson, Member; Jacque Griffin, Assistant County Manager/County Librarian; and, Bryan Chambers, Chief 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. Jacque Griffin led the Pledge of Allegiance and Reverend Lyle Johnston of St. Paul’s United Methodist Church delivered the Invocation.

Item 2 - Information/Discussion/Action to approve Professional Consulting Services Contract No. 341/01-2008, Infrastructure Valuation Project, between Gila County and Maximus, Inc. in the amount of \$13,800 to provide Gila County with professional valuation services for GASB Statement 34 compliance and to establish an accounting system for County assets.

Steve Stratton, Public Works Division Director, presented this agenda item. He explained the accounting system previously used by the Public Works Division for complying with GASB (Government Accounting Standards Bulletin) 34 in assigning values to that Division’s assets, which included the square footage of dirt roads, paved roads and bridges, and acceptable to the auditors at the time. However, the system is no longer acceptable to the new auditors. To avoid delays in getting the audits completed, Mr. Stratton stated that he is recommending the approval of a contract with Maximus, Inc., a company that has a 100 percent rate for being accepted by auditors in the method they utilize to value assets. This Contract in the amount of \$13,800 will be paid for from HURF (Highway User Revenue Funds) monies. The system proposed by Maximus, Inc. will give the County a baseline to work with in the future. He has requested and Maximus, Inc. has agreed to provide a letter as to the basis

the company has used so the County can utilize the same scenario or proportions to ratios to comply in the future and not have to rehire another consultant. This will only apply to the County's road and bridges and will not include the Public Works Division equipment assets, which has already been completed for auditing purposes. Supervisor Dawson inquired if this applied to the 2004-2005 audit. Mr. Stratton deferred to Richard Gaona, Finance Director. Mr. Gaona stated that Miller and Allen did the 2004 audit and agreed not to hold up the audit in regard to this infrastructure asset requirement because the previous auditing firm of Walker and Armstrong had passed it under their restriction requirements. For the 2005 audit, Miller and Allen recommended that the County utilize a different method. After researching various companies, it is being recommended that the asset accounting will be handled through Maximus, Inc. if approved by the Board. Supervisor Dawson expressed a concern that with all of the money and effort expended, the County is still very behind in getting its audits completed in a timely manner. Chairman Sanchez stated that under the current agenda item, he would only allow discussion on the approval of a contract with Maximus, Inc. Supervisor Dawson then inquired when the 2005 audit will be closed. Mr. Gaona stated that Maximus, Inc. has provided a timeline of the end of March for the completion of the reports and he anticipated the finalization of the 2005 audit could then be completed within another month; however, that would depend on Miller and Allen completing its in-house work. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Professional Consulting Services Contract No. 341/01-2008, Infrastructure Valuation Project with Maximus, Inc. in the amount of \$13,800.

Item 3 - Information/Discussion/Action to approve two Arizona Height Modernization Project Memorandums of Understanding (MOU) (Cooperative Grant Agreement Nos. AZHMP06-02-Young Survey & AZHMP06-03-Rim Survey) between Gila County and the Arizona State Land Department, State Cartographer's Office, in the amount of \$10,000 each.

Mr. Stratton presented some history related to this agenda item, which goes back to the time the County worked with NGS (National Geodetic Survey) on the triangulation of Gila County so the County could eventually establish a land parcel database that is "survey quality", which would help all the County departments and general public with surveys. He then called on Thomas Homan, Senior GIS Systems Analyst, to provide additional information. Mr. Homan stated that in 2004 the County was heavily involved in doing survey work throughout the entire County for improving the parcel database within its dispersed geography. With the grant funding, the Young survey has 13 new points to be established with the NGS database and the Rim survey has 35 new points that go from the west side of Strawberry to the Navajo County line by Show Low. The original agreement was such that if Gila County did the field work, the NGS State Advisor, through the Cartographer's Office, would reduce

the data to a point where it could be published in the NGS database. Since the surveys were completed, the State Advisor's rules have gone beyond the ability to process these surveys and the services are no longer available. In 2006, Arizona received \$750,000 for the Arizona Height Modernization Program from the federal government. A portion of that funding was used to create these \$10,000 block grants for various entities to process the surveys. These two surveys were already on the books to be processed, so the funds have already been allocated. As there is no competitive process for the funding, these MOUs formally allow for the allocations to go to an outside agency for the data to be processed and provided to NGS for publishing. Mr. Stratton stated that while there is no County match requirement, it appears there is adequate funding to finish and reduce the Young survey. The County has not yet received a bid on the Rim survey and the Public Works Division may have to add supplemental money to this grant to have the Rim survey reduced because there are so many points. Mr. Homan stated that the rules of the grant state that if the survey costs less than \$10,000, NGS will provide for two \$10,000 grants. Any additional funds required beyond \$10,000 per survey will have to be paid for by the County. Mr. Homan stated he is currently awaiting a reply to his request that if the first survey can be completed for approximately \$6,000, the remaining \$4,000 could be used for the second survey, because of the abutting areas. Supervisor Dawson stated that the complaints she receives during election time are that the County doesn't have accurate maps showing where the precinct lines are divided and she inquired if these surveys would help with that situation. Mr. Homan stated that it would indirectly help because the County will be able to note very accurately where monuments are located and then surveys starting from there will have a much higher accuracy. Mr. Stratton explained that in this program everything is a triangulation and as the triangulation is reduced into smaller triangles, the accuracy becomes much better. This will also help the general public as surveyors will have a common point to work from rather than having their own system with overlaps. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved two Arizona Height Modernization Project MOUs (Cooperative Grant Agreement Nos. AZHMP06-02-Young Survey & AZHMP06-03-Rim Survey) with the Arizona State Land Department, State Cartographer's Office, in the amount of \$10,000 each.

Item 4 - Motion to convene as the Gila County Library District Board. Information/Discussion/Action to amend Contract No. NS600 Revised 1.17.2005 between the Gila County Library District and Network Services to expand the bandwidth for the Library District Office from a T-1 line to a 3.0 Mbps (bonded T-2 capability) in the amount of \$834.75 per month effective July 1, 2008.

Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board convened as the Gila County Library District Board. Jacque Griffin, Assistant County Manager/County Librarian, presented this agenda item. She

explained that each year at this time the Library District presents the Board with contracts that don't actually become effective for a number of months because of the compliance issue the County has with the School and Library Corporation, a government entity that administers the e-rate program. Some schools and libraries qualify for reduced rates for connectivity to the internet through the e-rate process, with a portion of the amount paid by the County being reduced if the County complies with all of the criteria. Some of the criteria includes filtering the internet, ensuring that all County contracts and plans for expansion for the coming year are completed before the first week of February for the year that starts the following July, and going out to bid for connectivity. A year ago contracts were signed with Network Services, the company that submitted the lowest bid for T-1 lines to the same locations for \$460 per month; prior to that time the County was paying AT&T through Qwest to provide the same services at \$1,000 per month. This recommended contract amendment will provide for an expanded bandwidth to a 3.0 Mbps (bonded T-2 capability) in the amount of \$834.75 per month. This contract would be effective July 1, 2008, and the rebate will depend upon the number of students in a location that qualify for free or reduced lunches. The County's e-rate is approximately 75 percent, so the County will have to pay 25 percent of the \$834.75 per month cost. Supervisor Dawson inquired as to how this relates to the San Carlos Public Library since that library is on a different system. Ms. Griffin explained how the San Carlos Public Library is included in the County's wide area network. This will also help with future expansion to the 8 libraries and the two college campuses and includes additional bandwidth to help with providing network system services to Apache County through a cooperative agreement with Gila County. Supervisor Dawson inquired about the San Carlos college campus, but Ms. Griffin was not aware of the future plans the college has for the San Carlos campus. Upon inquiry by Chairman Sanchez regarding the contract's starting date of July 1, 2007, Ms. Griffin explained that was an error and it should be a starting contract date of July 1, 2008. She advised that an illustration of the contract was provided in the Board's informational packet; however, it is basically the same as the new corrected contract, which was submitted by Network Services after the Board's packet was compiled and distributed. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved the amendment to Contract No. NS600 Revised 1.17.2005 with Network Services in the amount of \$834.75 per month effective July 1, 2008.

Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board reconvened as the Board of Supervisors.

Item 5 – Information/Discussion/Action to approve a Request for Contract Renewal to allow Public Sector Personnel Consultants to conduct reclassification and market salary survey studies for Gila County during 2008 with total costs not to exceed \$20,000 without prior Board approval.

Berthan DeNero, Personnel Director, presented this agenda item and explained that this is a continuation of a Contract that the County has had with Public Sector Personnel Consultants since 2006 to review employee position reclassification requests and conduct new market salary studies as requested by managers and department heads with a specific cost for each request. The market salary study would be for a particular group of positions and reclassifications would be for specific jobs that may not have been classified correctly or if the job has changed significantly. Each Board member stated that this salary system seems to be working quite well for the County. Ms. Griffin stated that the contract in the Board packet was also just an illustration, but basically the same as the finalized contract, which was submitted after the Board's packets were completed. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved a Contract Renewal with Public Sector Personnel Consultants in an amount not to exceed \$20,000.

Item 6 – CONSENT AGENDA ACTION ITEMS:

- A. Approval of Amendment No. 1 to Contract No. 060706-1, Portable Food and Beverage Concession, between Gila County and Laterra Amarosa Café LLC to extend the expiration period from October 3, 2007, to October 3, 2008, with the option of a one-year renewal, for portable food and beverage services at the Gila County Courthouse.**

- B. Authorization for the Chairman to sign Funding Agreement No. 116-08 between Gila County (Housing Services Department) and the Arizona Department of Housing in order to accept 2007 CDBG (Community Development Block Grant) regional grant funds in the amount of \$136,854 in order to continue to providing Owner-Occupied Housing Rehabilitation Program services. Contract will remain in effect through 1/15/10.**

- C. Approval of Amendment No. 1 (Contract No. C062-07) between the Arizona Department of Commerce Energy Office and Gila County (Housing Services Department) to increase the Weatherization Low-Income Assistance Contract budget from \$76,824 to \$99,287 for the 2007-08 fiscal year.**

- D. Approval of a Memorandum of Understanding between Gila County (Housing Services Department) and the City of Globe to administer the City's 2007 CDBG regional grant in the amount of \$136,854 whereby the County will charge \$10,500 for administration and \$24,171 for rehabilitation services being provided to eligible low-income homeowners residing within the Globe city limits.**

E. Approval of the December 2007 monthly departmental activity report submitted by the Payson Regional Justice of the Peace.

F. Approval of personnel reports/actions for the week of January 29, 2008.

Departure from County Service:

1. Fairgrounds Foremen – Fairgrounds – 02-01-08 – General Fund – Gilbert Casillas – DOH 08-03-81 – Retired
2. Building and Grounds Maintenance Worker – Fairgrounds – 01-26-08 – General Fund – Ronnie Sanchez – DOH 05-14-07 – Resigned, leaving area

Temporary Hires to County Service:

3. Mobile Crew Worker/Client – Health and Community Development – 01-23-08 – GEST Fund – Robin Frazier

End Probationary Period:

4. Legal Secretary – County Attorney – 02-18-08 – AG Victim Rights Fund 90% - General Fund 10% - Terry Dalton
5. Deputy Attorney – County Attorney – 02-04-08 – General Fund – Robert Miller
6. Deputy Attorney – County Attorney – 01-21-08 – Drug Prosecution Fund – James Parker –
7. Diversion Officer – County Attorney – 02-04-08 – Diversion Program Fund – Cheryl Sluyter –
8. Legal Secretary – County Attorney – 03-03-08 – General Fund – Melanie Tellez

SHERIFF'S PERSONNEL ACTION ITEMS:

Hire to County Service:

9. Detention Officer – Sheriff's Office/Payson – 02-04-08 – General Fund – Bradley Bennett – Replaces Cliff Carnahan
10. Detention Officer – Sheriff's Office/Globe – 02-04-08 – General Fund – David Bryant – Replaces DeAnn Young
11. Detention Officer – Sheriff's Office/Globe – 02-04-08 – General Fund – Glen Melser – Replaces Kevin Fane
12. Detention Officer – Sheriff's Office/Globe – 02-04-08 – General Fund – Laura Schluns – Replaces Sabrina Flaquez
13. Detention Officer – Sheriff's Office/Payson – 02-04-08 – General Fund – James Tucker – Replaces Jonathan Reardon

End Probationary Period:

14. 911 Dispatcher – Sheriff's Office/Payson – 01-21-08 – General Fund – Candice Jorgenson
15. Deputy Sheriff – Sheriff's Office/Payson – 01-21-08 – General Fund – Pete Licavoli

Position Review:

16. Change in position control number – Detention Officer/Part Time – Sheriff's Office/Globe – 02-04-08 – General Fund – Clifford Carnahan

G. Approval of the finance reports which lists disbursements that will be issued during the week of January 29, 2008. (separate handout)

\$1,479,302.45 was disbursed for County expenses by check numbers 205458 through 205619. **(An itemized list of disbursements is permanently on file in the Board of Supervisors' Office.)**

Supervisor Dawson commented that the finance reports were not getting to the Board in a timely manner. She also stated that she will continue to object to the County paying bills pertaining to the Strawberry-Pine Water Improvement District. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved Consent Agenda action items 6A-6G.

Mrs. Griffin left the meeting at this time.

Item 7 - At any time during this meeting pursuant to A.R.S. §38-31.02(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 presented information on current events and Mr. Stratton updated the board on the current flooding situations within Gila County.

There being no further business to come before the Board of Supervisors, Chairman Sanchez adjourned the meeting at 11:36 a.m.

APPROVED:

Jose M. Sanchez, Chairman

ATTEST:

Steven L. Besich, County Manager/Clerk