

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

Date: February 7, 2012

TOMMIE C. MARTIN
Chairman

JOHN F. NELSON
Clerk of the Board

SHIRLEY L. DAWSON
Vice-Chairman

By: Gina Seymour
Supervisor Staff
Specialist

MICHAEL A. PASTOR
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Tommie C. Martin, Chairman (via ITV conferencing); Shirley L. Dawson, Vice-Chairman; Michael A. Pastor, Supervisor; Don McDaniel, Jr., County Manager; John Nelson, Deputy County Manager/Clerk; Marian Sheppard, Chief Deputy Clerk; and Bryan Chambers, Chief Deputy County Attorney.

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

The Gila County Board of Supervisors met in a regular session at 10:00 a.m. this date in the Board of Supervisors hearing room. Shirley Dawson, Supervisor, led the Pledge of Allegiance and Linda Eastlick, Elections Director, delivered the invocation.

Item 2 – PRESENTATIONS:

2A. Recognition of Gila County employees who have been employed for 5, 10, 15, 20, 25, 30 and 35 years in 2011.

Erica Raymond, Human Resources Assistant, presented awards to employees who have been employed with Gila County for 5, 10, 20, 25, 30 and 35 years in 2011. The Supervisors thanked the employees for their hard work and dedication to the County. The ITV conferencing was paused while the awards were given simultaneously to the employees in Globe and Payson. The awards given are as follows:

For 5 years of service: Stacie Allinson, Jeff Baer, Christopher Bender, Jim Berry, Kimberly Bittner, Mark Boyd, Martina Burnham, Lucinda Campbell, Ray Carpenter, Angelo Cutter, Patricia England, Glinda Fabok, Lizabeth Fetterman, Raymond Geiser, Karen George, Robert Gould, William Hanna, Marilyn Hinrichs, Deborah Holmes, David Hornung, Melanie Howell, Candice Jorgenson, Brandi Kriley, Amy LaFleur, Mary Lee, Peter Licavoli, Christina

Lopez, Adam Mancha, Judith Moss, William Murphy, Lexie Nosie, Patricia Pacheco, Kenneth Payne, Gaylynn Quintana, Edward Reyes, Karen Rubalcava, Kimberley Rust, Cindy Salas, Tyler Solberg, Larry Stephenson, Shane Stuler, Stephanie Szpotowski, Bruce Tanner, Shirley Taylor, Caroline Turner, Ray VanBuskirk, Rory Vaughn, Cassandra Villegas, Phillis Weaver and Rhonda Wood.

For 10 years of service: John Armer, Samson Arney, Bradley Bennett, Betty Casillas, Celina Corona, Lorenzie Corvin, Byron Cotney, Lorraine Dalrymple, Michele Epperson, Daisy Flores, June Ava Florescue, Raymond Johnson, Diana Jones, David Jones, Leigh Kenton, Leonard Kerszykowski, Scott Marcanti, Thomas Melcher, Mary Mendez, Thersea Mikeworth, H. Charlie Mitchell, Brenda Newton, William Rodgers, Doreen Spsychala, Keith Thompson and Susan Williams.

For 15 years of service: Rebecca Baeza, Heather Boyer, David Buffington, Patricia Campos, Patsy Clayton, Cassie Durnan, Sandra Estrada, Gary Frantom, Linda Hom, Beverly Puhara, Christine Rocha, Diana Russell, Steven Sanders, Dana True, Debra Williams, Sharon Winters and Edward Wisdom.

For 20 years of service: Rebecca Barajas, Barney Branstetter, Ann Garlinghouse, Pete Ortega, Carlos Ozuna and Misti Williams.

For 25 years of service: Hazel Dillon, Terry Hudgens, Tiffany Poarch, Judy Smith and Frank Zupancic.

For 30 years of service: Robert Duber.

For 35 years of service: Cecilia Bejarano, Anita Escobedo, Mike Golden and Mary Hawkins.

Item 3 – REGULAR AGENDA ITEMS:

***Note: Chairman Martin stated that agenda items 3C – 3E would be discussed prior to agenda item 3A.

3C. Information/Discussion/Action to adopt Resolution No. 12-02-04 authorizing the execution of an Intergovernmental Agreement between Gila County and the Pine-Strawberry Water Improvement District for construction improvements on and near Pine Creek Canyon Road.

Steve Sanders, Public Works Division Deputy Director, stated that the purpose of this Intergovernmental Agreement (IGA) is that the Pine-Strawberry Water Improvement District wishes to upgrade their aging water lines. In doing so, it would benefit both the public and the County. Mr. Sanders noted there was an oversight by the attorney for the Pine-Strawberry Water Improvement District and the original IGA was not signed; however, it would be signed shortly

hereafter. Mr. Sanders went on to explain that the project will begin approximately April 1, 2012, and should be completed by the end of September. Upon motion by Vice-Chairman Dawson, seconded by Supervisor Pastor, the Board unanimously adopted Resolution No. 12-02-04 authorizing the execution of an Intergovernmental Agreement between Gila County and the Pine-Strawberry Water Improvement District for construction improvements on and near Pine Creek Canyon Road. **(A copy of the Resolution is permanently on file in the Board of Supervisors' Office.)**

3D. Information/Discussion/Action to accept a Citizens' Petition to establish Burton's Lane as a Country Dirt Road and direct staff to begin the process in accordance with Public Works Policy No. ENG 03-04.

Mr. Sanders stated that Burton's Lane is a private road in the Tonto Basin area. Burton's Lane serves 20 parcels of land with approximately 10 to 15 homes situated on this land. By making Burton's Lane a Country Dirt Road, it would allow the County to grade and maintain the road in accordance with County policy. Mr. Sanders explained that the Board would only be accepting the petition to begin the process of making Burton's Lane a Country Dirt Road and would come back at a later date in a public hearing to complete the process. Supervisor Pastor asked about the process of the public hearing and if a hearing would also be held in Tonto Basin. Mr. Sanders explained that the hearing would be held in Globe during a regular Board of Supervisors' meeting. Chairman Martin entertained a motion. Upon motion by Supervisor Pastor and seconded by Vice-Chairman Dawson, the Board accepted the Citizens' Petition to establish Burton's Lane as a Country Dirt Road and direct staff to begin the process in accordance with Public Works Policy No. ENG 03-04.

3E. Information/Discussion/Action to review all bids submitted for Invitation for Bids No. 110111-1 for the purchase of one or more new 10-wheel dump trucks; award to the lowest, responsible and qualified bidder; and authorize the Chairman's signature on the award contract for the winning bidder.

Stave Stratton, Public Works Division Director, stated that because the low bid was so low, he is recommending the lease-purchase of two 10-wheel dump trucks from Freightliner Sterling Western Star of Arizona. Supervisor Pastor referred to the agenda item language which states "purchase" of one or more new 10-wheel dump trucks and he inquired whether a lease-purchase could be made instead of a purchase. Mr. Stratton replied that when the Invitation for Bids was issued, the bid specifications included submitting a bid as a purchase and also as a lease-purchase. Chairman Martin entertained a motion. Upon motion by Vice-Chairman Dawson, seconded by Supervisor Pastor, the Board unanimously awarded a contract to Freightliner Sterling Western Star of Arizona for the purchase of two 10-wheel dump trucks with regard to Invitation for Bids No. 110111-1 in the amount of \$124,246.63 per truck.

3A. Information/Discussion/Action to accept a donation from BHP Billiton to the Gila County Recycling and Landfill Department in the amount of \$3,000 to purchase parts for the County's Refurbished Bike Program.

Sharon Winters, Solid Waste Operations Manager, requested that the Board accept a donation from BHP Billiton in the amount of \$3,000 for the County's Refurbished Bike Program. Vice-Chairman Dawson stated that she has a program planned in San Carlos to begin gathering used bikes and bike parts and is hopeful that a few more bikes will be available for next year. Supervisor Pastor and Chairman Martin thanked Ms. Winters for organizing this program and expressed their appreciation. Chairman Martin entertained a motion. Upon motion by Supervisor Pastor, seconded by Vice-Chairman Dawson, the Board unanimously accepted the donation to the Gila County Recycling and Landfill Department from BHP Billiton in the amount of \$3,000.

3B. Information/Discussion/Action to approve three (3) Intergovernmental Agreements for Election Services between Gila County, through the agency of the Gila County Recorder and the Gila County Department of Elections, and the following respective governmental agencies: City of Globe, Town of Miami and the Town of Star Valley; and to approve the Jurisdiction Menu of Services form to be used by any governmental agency or special district within Gila County as needed each year.

Linda Eastlick, Elections Director, stated that the Letters of No Objection were received from the Department of Justice for the Redistricting process. Copies of these letters were provided in the meeting.

Ms. Eastlick explained that the County Recorder and the Elections Department have been working with Bryan Chambers, Chief Deputy County Attorney, to streamline and improve their Intergovernmental Agreement (IGA) process for the provision of election services. In the past, a separate IGA was created for the Recorder's Office and the Elections Department for every entity, for every election. Sometimes services may vary but the contract itself always remains the same. Ms. Eastlick researched the practices of other counties. Maricopa County has a process which Gila County has decided to model to make our process better and more efficient. She explained that the IGA would continue unless either party decided to cancel this agreement. By entering into an IGA, a governmental agency or special district would only need to sign a Jurisdiction of Menu Services for elections as needed each year. She advised that the Menu Services form contains a list of fees charged for each type of service. The Arizona Revised Statutes require certain amounts to be charged and other fees are to charge the actual cost of services. One of the major changes in pricing includes the labor rate, which was changed to \$17 per hour to reflect the actual cost. At this time, three entities which are conducting elections in March have contracted with the County for services using the IGA and

Jurisdiction Menu of Services. These are Globe, Miami and Star Valley. As negotiations are made with other jurisdictions, Ms. Eastlick will bring those contracts before the Board for approval. Chairman Martin entertained a motion. Upon motion by Vice-Chairman Dawson, seconded by Supervisor Pastor, the Board unanimously approved three Intergovernmental Agreements for Election Services between Gila County, through the agency of the Gila County Recorder and the Gila County Department of Elections, and the following respective governmental agencies: City of Globe, Town of Miami and the Town of Star Valley; and to approve the Jurisdiction Menu of Services form to be used by any governmental agency or special district within Gila County as needed each year.

3F. Information/Discussion/Action to approve an Intergovernmental Agreement between Gila County and the Gila County Community College District to provide \$135,000 in utility expenses and repair and maintenance of the College's facilities and real property at its three Globe and Payson campuses commencing November 16, 2011, and ending June 30, 2012.

John Nelson, Deputy County Manager/Clerk, explained that during the budget process, the Board approved \$300,000 for utilities, repairs and maintenance for facilities being used for the Community College. On November 15, 2011, the Board transferred ownership of those facilities to the Community College Board. Because the Board can no longer maintain that facility, it was recommended that an Economic Development IGA be approved between Gila County and the Community College in an amount not to exceed \$135,000. Mr. Nelson further explained that of the original budgeted amount of \$300,000, there was an unexpended balance of \$167,000 at the time of the title transfer; however, there was an encumbered expense of \$69,969 and one half month's utilities in the amount of \$7,000. Therefore, the recommended IGA is for an amount not to exceed \$135,000. Chairman Martin then asked for a motion. Upon motion by Supervisor Pastor, seconded by Vice-Chairman Dawson, the Board unanimously approved an Intergovernmental Agreement between Gila County and the Gila County Community College District to provide \$135,000 in utility expenses and repair and maintenance of the College's facilities and real property at its three Globe and Payson campuses commencing November 16, 2011, and ending June 30, 2012.

3G. Information/Discussion/Action to consider a sealed bid for the purchase of Assessor's tax parcel number 206-11-069.

Marian Sheppard, Chief Deputy Clerk, advised that several years ago the Board of Supervisors adopted a countywide policy to accept sealed bids for the purchase of state-owned land. She stated that a sealed bid has been submitted by Robert Osborn, Jr. for the purchase of tax parcel number 206-11-069. She then asked Chairman Martin to please open and read aloud the sealed bid. Chairman Martin opened the sealed envelope and advised that

Robert Osborn Jr. submitted a bid in the amount of \$318.69 for the subject parcel and she asked Ms. Sheppard if that would be an acceptable bid amount. Ms. Sheppard replied that the total lien amount on this parcel is \$318.69, which is the minimum acceptable bid the Board of Supervisors may consider. Chairman Martin then asked for a motion. Upon motion by Vice-Chairman Dawson, seconded by Supervisor Pastor, the Board unanimously accepted a bid from Robert Osborne Jr. in the amount of \$318.69 for the purchase of Assessor's tax parcel number 206-11-069.

Item 4 – CONSENT AGENDA ACTION ITEMS:

NOTE: Chairman Martin stated agenda item 4C was to be moved to the Regular Agenda for a vote. Vice-Chairman Dawson moved to table regular agenda item 4C to the next regular Board of Supervisors' meeting, which was seconded by Supervisor Pastor and unanimously approved by the Board.

A. Approval of Amendment No. 4 to an Intergovernmental Agreement (Contract No. HG852277) between the Gila County Division of Health and Emergency Services and the Arizona Department of Health Services to continue to provide HIV Prevention Program services for the final year of the IGA through December 31, 2012.

B. Approval of Amendment No. 4 to an Intergovernmental Agreement (Contract No. HG861265) between the Gila County Division of Health and Emergency Services and the Arizona Department of Health Services to continue to provide Teen Pregnancy Prevention Program services through December 31, 2012.

C. Approval of Amendment No. 2 to an Intergovernmental Agreement (Contract No. ADHS12-010923) between the Gila County Division of Health and Emergency Services and the Arizona Department of Health Services to continue to provide Community Health Grant Program services for the period January 1, 2012, through December 31, 2012.

**This item was moved to the regular agenda and tabled until the next regular Board meeting.

D. Approval of Amendment No. 1 to an Intergovernmental Agreement (Contract No. ADHS12-010890) between the Gila County Division of Health and Emergency Services (Nutrition Services Program) and the Arizona Department of Health Services in the amount of \$5,160 for the continuation of the Commodities Supplemental Food Program (CSFP) for the period October 1, 2011, to September 30, 2016.

E. Approval to reappoint Supervisor Tommie Martin to serve as a representative of Gila County on the County Supervisors Association Legislative Policy Committee for calendar year 2012.

F. Approval to appoint Ronnie McDaniel to the Gila County Planning and Zoning Commission for a four-year term beginning January 1, 2012, through December 31, 2015.

G. Approval to reappoint Jo Lynn Chase to the Gila County Highway 60-70 Regional Design Review Committee for a four-year term beginning January 1, 2012, through December 31, 2015.

H. Approval of a Special Event Liquor License Application submitted by Pine Strawberry Fuel Reduction, Inc. to serve liquor during the Fire on the Rim Mountain Bike Race to be held September 14-16, 2012.

I. Approval of a request by the Greater Grace Fellowship/Classic Celebration's non-profit organization to the use the Payson County Complex grounds for the 14th Annual "Mountain High Arts and Crafts Bazaar" on May 26, 27, and 28, 2012, and the 15th Annual "Zane Grey Days Festival" on October 6 & 7, 2012, contingent upon receiving an executed Facilities Release form and a Certificate of Liability Insurance naming Gila County as the certificate holder prior to the events.

J. Adoption of an Order appointing poll workers and election board workers for the purpose of conducting the Presidential Preference Election on Tuesday, February 28, 2012.

K. Approval of the December 2011 monthly departmental activity report submitted by the Recorder's Office.

L. Approval of the June 21, 2011, July 12, 2011, July 20, 2011, and August 2, 2011, BOS meeting minutes.

M. Acknowledgement of the Human Resources weekly reports for all personnel action items approved by the County Manager for the month of January 2012, as follows: January 3, 2012, January 10, 2012, January 17, 2012, January 24, 2012 and January 31, 2012.

January 3, 2012

DEPARTURES FROM COUNTY SERVICE:

1. Dennis Hanson – Court Information Systems – IT Administrator & Support Specialist – 01/17/12 – General Fund – DOH 01/14/02 – Retirement

HIRES TO COUNTY SERVICE:

2. Sigifredo Marquez – Probation – Deputy Probation Officer 1 – 01/09/12 – Adult Probation Services Fees Fund – Replacing Jacob Delecki

POSITION REVIEW:

3. Ricky Cayouette – Community Services – Temporary Mobile Crew – 01/01/12 – Change in minimum wage
4. Bobby Baldwin – Community Services – Temporary Mobile Crew – 01/01/12 – Change in minimum wage
5. Shirley Jack – Community Services – Temporary Mobile Crew – 01/01/12 – Change in minimum wage
6. Eric Butler – Community Services – Temporary Mobile Crew – 01/01/12 – Change in minimum wage

REQUEST PERMISSION TO POST:

7. Clerk of the Superior Court – Court Administrative Assistant – Vacated by Gail Widner – Date Vacated 10/12/11 – Waiver of 120 Day Hiring Freeze approved 12/27/11
8. Clerk of the Superior Court – Courtroom Clerk – Vacated by Kay St. Laurent – Date Vacated 12/30/11 – Waiver of 120 Day Hiring Freeze approved 12/27/11
9. County Attorney – Child Support Case Manager – Vacated by Ashley Parker – Date Vacated 03/04/10

SHERIFF’S PERSONNEL ACTION ITEMS

DEPARTURES FROM COUNTY SERVICE:

10. Luetta J. DuBois – Sheriff’s Office – Administrative Clerk Part Time – 12/31/11 – General Fund – DOH 12/08/03 – Retirement

DEPARTMENTAL TRANSFERS:

11. Juley D. Bocardo-Homan – From Human Resources – To Sheriff’s Office – From Deputy Human Resources Director – To Executive Administrative Assistant – 01/09/12 – General Fund

January 10, 2012

TEMPORARY HIRES TO COUNTY SERVICE:

1. Robert Hernandez – BOS – Laborer – 01/12/12 – Constituent Services II Fund

SHERIFF’S PERSONNEL ACTION ITEMS

REQUEST PERMISSION TO POST:

2. Sheriff’s Office – Registered Nurse – Position Previously Budgeted

January 17, 2012 (REVISED)

DEPARTURES FROM COUNTY SERVICE:

1. Mitchell Wilson – Public Works Recycling and Landfill Management – Solid Waste Service Worker – 01/05/12 – Recycling and Landfill Management – DOH 01/29/07 – Terminated for cause
2. Cecilia Bernal – Probation – Probation Aide – 01/13/12 – General Fund – DOH 05/02/05 – Resigned
3. Joy Riddle – County Attorney – Deputy County Attorney Senior – 01/21/12 – Drug Prosecution Grant – DOH 07/06/10 – Resigned

HIRES TO COUNTY SERVICE:

4. Nicole Kavanagh – Public Works Facilities and Land Management – Administrative Clerk Specialist – 01/23/12 – Facilities Management Fund – Replacing Larry Dooly

END OF PROBATIONARY PERIOD:

5. Nicole Chase – County Attorney – Legal Secretary Senior – 01/16/12 – General Fund

POSITION REVIEW:

6. Alfonso Alvarez – Recorder’s – From Recorder Clerk – To Voter Outreach Assistant – 12/12/11 – General Fund
7. Leigh Ann Kenton – Probation – Juvenile Detention Officer – 01/04/12 – General Fund – Completed six months of service
8. Elizabeth Maupin – County Attorney – Deputy County Attorney – 01/23/12 – From General Fund – To Drug Prosecution Fund

REQUEST PERMISSION TO POST:

9. Superior Court Information System– IT Administrator and Support Specialist – Position vacated by Dennis Hanson

January 24, 2012

DEPARTURES FROM COUNTY SERVICE:

1. Sylvia Castillo – Health and Emergency Services – Community Health Assistant Senior – 01/06/12 – 4% Commodity Supplement Food Program – 96% WIC Fund – DOH 10/27/03 – Resigned

HIRES TO COUNTY SERVICE:

2. Kyle Quiroz – Health and Emergency Services – Animal Control Worker – 01/26/12 – Rabies Control Fund – Replacing Amber Martinez
3. Sarah Chavez – Health and Emergency Services – Accounting Clerk – 01/12/12 – Several Funds – Replacing Renee Omstead

END OF PROBATIONARY PERIOD:

4. Candy Bell – Human Resources/Library Services – Human Resources and Library Services Assistant – 01/18/12 – 50% General Fund – 50% Library Assistance Fund

POSITION REVIEW:

5. Patricia Celaya – Health and Emergency Services – Public Health Nurse – 01/09/12 – Immunization Fund – Change in fund codes
6. Brenda Van Haren – County Attorney – From Legal Secretary – To Legal Secretary Senior – 07/01/11 – Attorney’s Justice Enhancement Fund

REQUEST PERMISSION TO POST:

7. Globe Regional Justice Court – Justice Court Clerk Associate – Position vacated by Stephanie Mata

SHERIFF’S PERSONNEL ACTION ITEMS

HIRES TO COUNTY SERVICE:

8. Nyokia Goklish – Sheriff’s Office - 911 Dispatcher – 01/30/12 – General Fund – Replacing Lisa Modglin
9. Russell Toumberlin – Sheriff’s Office – Deputy Sheriff – 01/30/12 – General Fund – Replacing Thor Nudson

10. Christian Williams – Sheriff’s Office – Detention Officer – 01/30/12 – General Fund – Replacing David Kell

END OF PROBATIONARY PERIOD:

11. Carl McCoy – Sheriff’s Office – Detention Officer – 12/20/11 – General Fund

POSITION REVIEW:

12. Donald Engler II – Sheriff’s Office – From Deputy Sheriff Recruit – To Deputy Sheriff – 12/19/11 – General Fund

January 31, 2012 (REVISED)

DEPARTURES FROM COUNTY SERVICE:

1. Faylynn Crook – Community Services – Administrative Clerk – 01/13/12 – WIA Fund – DOH 12/12/11- Resigned

TEMPORARY HIRES TO COUNTY SERVICE:

2. Paul Larkin – Globe Regional Justice Court – Judge Pro Tempore – 01/01/12 – General Fund
3. Don Calendar – Globe Regional Justice Court – Judge Pro Tempore – 12/20/11 – General Fund

POSITION REVIEW:

4. Paula Horn – Health and Emergency Services – Deputy Director of Prevention Services – 01/09/12 – Several Funds – Change in several funds

Supervisor Pastor stated that Marian Sheppard, Chief Deputy Clerk, advised that a motion was needed to approve agenda item 4M accepting the revised personnel report dated January 17, 2012 (this revised report was presented to each Board member prior to today’s meeting).

Vice-Chairman Dawson moved to approve agenda item 4M (5 Human Resources Weekly Reports) which includes the “revised” January 17, 2012, weekly report, seconded by Supervisor Pastor and unanimously approved by the Board.

N. Acknowledgment of contracts under \$50,000 which have been approved by the County Manager for week of January 7, 2012, to January 13, 2012; and week of January 14, 2012, to January 20, 2012.

O. Approval of finance reports/demands/transfers for the weeks of January 31, 2012, and February 7, 2012.

January 31, 2012

\$637,036.23 was disbursed for County expenses by check numbers 243015 through 243141.

February 7, 2012

\$1,646,809.21 was disbursed for County expenses by check numbers 243142 through 243341. **(An itemized list of disbursements is permanently on file in the Board of Supervisors' Office.)**

Vice-Chairman Dawson moved to approve Consent Agenda items 4A through 4O with the exception of 4M (Note: Agenda item 4C was previously removed from the Consent Agenda).

5. CALL TO THE PUBLIC: Call to the Public is held for public benefit to allow individuals to address issue(s) within the Board's jurisdiction. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for further discussion and decision at a future date.

There were no requests to speak from the public.

6. 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 presented information on current events. The County Manager did not have any current events to discuss.

There being no further business to come before the Board of Supervisors, Chairman Martin adjourned the meeting at 11:05 a.m.

APPROVED:



Tommie C. Martin, Chairman

ATTEST:



Marian Sheppard, Chief Deputy Clerk