

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

Date: March 27, 2012

TOMMIE C. MARTIN
Chairman

JOHN F. NELSON
Clerk of the Board

SHIRLEY L. DAWSON
Vice-Chairman

By: Marian Sheppard
Chief Deputy Clerk

MICHAEL A. PASTOR
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Tommie C. Martin, Chairman (via ITV); 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

The Gila County Board of Supervisors met in a work session at 10:00 a.m. this date in the Board of Supervisors hearing room. Shirley Dawson led the Pledge of Allegiance.

2. Presentation/Discussion regarding an update on transportation in Gila County by Public Works.

Steve Stratton, Public Works Division Director, presented the Board with a paper copy of a Power Point presentation he provided entitled Gila County Transportation Update. Mr. Stratton called on Steve Sanders, Public Works Division Deputy Director, to present information on projects to include the project description, funding source, status and upcoming milestones. The following projects were reviewed: Tonto Creek bridge design, Pine Creek Canyon road improvement, double chip seal of Forest Road 423, and double chip seal of Forest Road 55. He then reviewed transportation improvement projects, as follows: Six Shooter Canyon sidewalks, Main/Street Central Heights sidewalks, Pine/Strawberry pedestrian rest shelters, Houston Mesa bridges at 2nd and 3rd crossing and low water crossing on Control Road at Tonto Village, and Control Road bridges. Mr. Sanders provided a brief overview and status of the control road bridges as of March 10, 2012. Next, Mr. Stratton reviewed estimated transportation excise tax (also known as the half-cent sales tax) projects, which were separated into chip seal and pavement maintenance projects; and reconstruction/realignment projects. He then reviewed various spreadsheets for vehicle license tax revenues, highway user

revenue funds and transportation excise tax revenues. He reviewed actual revenues from July 2011 through February 2012 compared to estimated projections for 2012. Overall it is projected that revenues for the vehicle license tax will decrease 10%, highway user revenue funds will decrease 12%, and transportation excise tax will decrease 3%. At the conclusion of the presentation Mr. Stratton reviewed the Highway 60 Silver King/Superior Street project being conducted by the Arizona Department of Transportation. Throughout the presentation, Mr. Sanders and Mr. Stratton entertained questions from Board members. Supervisor Pastor voiced his appreciation for this report, which was echoed by Chairman Martin and Vice-Chairman Dawson. No action was taken by the Board. Note: A copy of Mr. Stratton's presentation which contains more detailed information was attached to this agenda item after the meeting.

3. Presentation/Discussion regarding the Election Security draft policy.

Linda Eastlick, Elections Director, pointed out that election security is a reoccurring topic discussed in the media. That fact, along with the importance of ensuring transparency of the election process and to ensure voters are provided the utmost security in ballot preparation, mailing, transport, and tabulation, a policy on election security has been drafted for the Board's review and consideration for adoption in the future. Before Ms. Eastlick had an opportunity to provide some highlights of the policy, Vice-Chairman Dawson requested to make a few comments as she had to leave the meeting shortly thereafter. In summary, Vice-Chairman Dawson shared some personal experiences as a candidate in past elections, which she believed were handled in an unethical manner. Even though she is not seeking re-election, Vice-Chairman Dawson assured everyone present that she would keep a close watch on the election process in the future. She stated, "I want this election to be fair and don't want any candidate to go through what I went through and my supporters went through." Chairman Martin then shared a personal experience with regard to people trying to obtain signatures just outside of the required 75 foot limit of voting locations during an election. Sadie Dalton, Gila County Recorder, refuted Vice-Chairman Dawson's comment about a "party" going on in her office during a recent election and she clarified that a group of people were gathered in her office waiting for the election results; however, it was not a party. At 11:38 a.m. Vice-Chairman Dawson left the meeting. Supervisor Pastor suggested that the next step would be for the Board to review the draft Election Security policy. For the record, the draft policy presented by Ms. Eastlick addressed roles and responsibilities of both the Elections Department and the Recorder's Office; however, prior to the meeting Ms. Dalton also provided the Board and management with a draft Election Security policy she wrote specifically for the Recorder's Office. John Nelson, Deputy County Manager/Clerk, advised that the intent was to get the policies to the Board for its review and also to obtain input from the public, political parties and the press. He advised that the proposed policies would be made available

to the public as well as being placed on the County's website. Chairman Martin inquired whether there should be a period of 30 or 60 days allowed for public comment. Ms. Eastlick advised that she would revise her policy so that it was Election Department specific and that she would review it with each Board member prior to placing it on the County's website for the public's review to which the Board agreed. She requested a time frame of 3 weeks to revise the draft policy. Ms. Dalton advised that time schedule would allow her time to finalize her draft policy. Supervisor Pastor inquired of Ms. Dalton if the Board had possession of her completed draft policy to which Ms. Dalton replied that she needed to add a couple more pages. No action was taken by the Board.

At this time Chairman Martin asked Supervisor Pastor and staff if a break was needed. Don McDaniel, County Manager, advised that he was ready to address the following agenda item; however, he was agreeable to taking a break if the Board so desired. At this time Mr. McDaniel proceeded to address agenda item 4 and the agenda item was not read aloud by Chairman Martin.

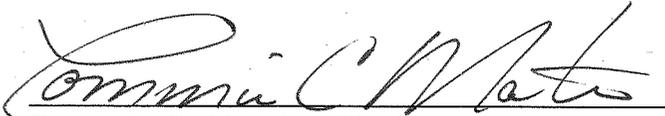
4. Presentation/Discussion regarding Countywide Policy Manual format, table of contents, previously approved policies, recently approved policies and policies currently being drafted by staff.

Mr. McDaniel advised that a continuing effort is being made to provide the Board with information pertaining to policies and other issues at an earlier time in the process than when such information was presented to the Board in the past. He advised that a committee comprised of himself; Joe Heatherly, Finance Director; Berthan DeNero, Human Resources Director; Linda Rodriguez, Administrative Manager; and Marian Sheppard, Chief Deputy Clerk of the Board, is working on creating a Countywide policy manual. The process includes reviewing existing policies for any needed changes, prioritizing and writing new policies, and establishing a table of contents. The table of contents not only includes those Countywide policies to be adopted by the Board of Supervisors, but other elected offices. Mr. McDaniel reviewed the table of contents for those policies under the Board of Supervisors. He pointed out existing policies, and newly developed policies that would be presented to the Board for possible adoption in the near future. New policies include a policy pertaining to boards, commissions and committees of the Board of Supervisors, and a policy regarding travel and travel-related reimbursement, which includes pre-approval for travel. He also mentioned that the existing policy pertaining to conflicts of interest is being revised. Mr. McDaniel further advised that the Finance Director is working on a policy pertaining to the transferring of funds; however, that policy will be presented in more detail to the Board at a later date. He added that he provided the Board with the table of contents to show which policies would first be addressed; however, he noted that the Board may want to place its own priority rating on policies other than those being worked on at present. Supervisor Pastor commented that when he initially took office

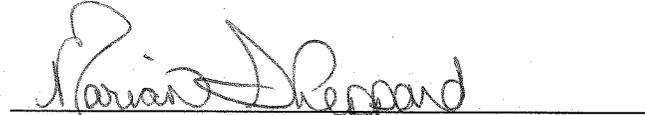
as a Supervisor, he requested to see Countywide policies. It was found that some departments and elected offices had policies in place; however, there was no one set book or resource to locate all Countywide policies. Chairman Martin thanked Mr. McDaniel for leading this effort. No action was taken by the Board.

There being no further business to come before the Board of Supervisors, Chairman Martin adjourned the meeting at 11:46 a.m.

APPROVED:


Tommie C. Martin, Chairman

ATTEST:


Marian Sheppard, Chief Deputy Clerk