

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

Date: July 20, 2011

MICHAEL A. PASTOR
Chairman

JOHN F. NELSON
Clerk of the Board

TOMMIE C. MARTIN
Vice-Chairman

By: Marilyn Brewer
Deputy Clerk

SHIRLEY L. DAWSON
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Michael A. Pastor, Chairman; Tommie C. Martin, Vice-Chairman (via ITV conferencing); Shirley L. Dawson, Supervisor; Don McDaniel, Jr., County Manager; John Nelson, Deputy County Manager/Clerk; Marilyn Brewer, 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 led the Pledge of Allegiance and Reverend Bill Norton of the First Presbyterian Church in Globe delivered the invocation.

Item 2 - PRESENTATIONS:

2A. Presentation of information by Taylor McArthur, Office Manager for U.S. Congressman Paul Gosar.

Taylor McArthur, Office Manager for U.S. Congressman Paul Gosar, thanked the Board for allowing him to come to the meeting today and be here in Globe. He stated that the real purpose of his visit today was because Congressman Gosar has such a large Congressional District, he has asked his staff to go to the towns that surround his Congressional District offices and spend some time with the people there in order to know what is going on and to report all concerns back to him. Mr. McArthur stated that if anyone has any concerns they would like him to take back to the Congressman, he would be available all day and will be coming back regularly to an office in the Courthouse. He stated that Congressman Gosar also has 4 district offices located in Casa Grande, Show Low, Prescott and Flagstaff. Chairman Pastor and Supervisor Dawson expressed a desire to meet with Mr. McArthur later in the day. Supervisor Dawson stated that she had a message for Washington, D.C. about the members of Congress being sensible and getting the federal budget settled. Vice-Chairman Martin also advised the Board that Congressman Gosar is

having a Congressional House Hearing in Springerville, Arizona, on August 10, 2011, at 5:00 p.m. at the Round Valley Auditorium in case they wish to attend.

Item 3 - PUBLIC HEARINGS:

**3A. (Motion to adjourn as the Gila County Board of Supervisors and convene as the Gila County Library District Board of Directors.)
Information/Discussion/Action to adopt the final 2011-2012 fiscal year budget for the Gila County Library District in the amount of \$1,724,221.
(Jacque Griffin)
(Motion to adjourn as the Gila County Library District Board of Directors and reconvene as the Gila County Board of Supervisors.)**

Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board adjourned as the Board of Supervisors and convened as the Gila County Library District Board of Directors.

Jacque Griffin, Assistant County Manager/Librarian, advised the Board that there have been no changes to this final budget since the Board approved the tentative budget in June. The Library District has maintained the secondary tax rate level at \$.20/\$100 of assessed valuation, which has been the same for the past 10 years. She stated that the Library District is maintaining level funding in assistance to the libraries. Each Board member thanked Ms. Griffin for the services provided by the Library District to each of the libraries, particularly during these tough economic times. Chairman Pastor opened the public hearing and called for comments from the public; none were received. Chairman Pastor closed the public hearing and entertained a motion. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously adopted the final 2011-2012 fiscal year budget for the Gila County Library District in the amount of \$1,724,221.

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

3B. Public Hearing - Information/Discussion/Action to obtain public comment regarding the adoption of the final 2011-2012 fiscal year budget for Gila County, and to adopt Resolution No. 11-07-01, which authorizes the adoption of the final 2011-2012 fiscal year budget for Gila County in the amount of \$96,045,612.

Don McDaniel, County Manager, stated that this is the final budget and there have been no material differences between it and the tentative budget adopted by the Board on June 28, 2010. He wanted to publicly state that the Board of Supervisors, in cooperation with all elected officials and appointed department heads, have managed and planned budgeting and operations very well during and subsequent to the major economic downturn of 2008. This budget did take some effort to put together in terms of declining revenues, but it does not

include a County property tax increase from 2011 to 2012. This resulted in less revenue to run County government. The decreases in the 2011-2012 budget resulted in an \$8 million decrease while still maintaining service levels particularly in public safety areas. Adjustments made include a hiring freeze, no across-the-board pay increases, a reduction in the number of full time employee positions and the use of the County's reserve funds. However, there are still a number of unknowns in this budget, which include the possible elimination of federal Payments In Lieu of Taxes (PILT), the possibility of a state prisoner shift to the counties, the continuation of state cost shifts to Gila County implemented in past years, additional state cost shifts to Gila County, additional decreases in property valuation, decreases in state transportation funds and the continued economic downturn. Mr. McDaniel stated, "Those are the things that lead us to the position that while we have done well in the past and continue to do well through this time, we must look to something a little different and we're recommending the adoption of a contingency budget." A contingency budget would be done in cooperation with elected officials and appointed department heads by additional efficiencies and spending reductions, which will include the following: 1) departmental reorganizations and consolidations; 2) reducing personnel through attrition; 3) process improvement opportunities; 4) Countywide operational efficiencies; 5) delayed capital expenditures; and 6) increased use of grants. In summary, Mr. McDaniel stated that the Board of Supervisors, all elected officials and appointed department heads will continue to be diligent in their efforts to maintain County government services at expected levels while meeting the financial challenges the County faces with the uncertainty of the economy and additional cost shifts from the state. Developing a contingency 2012 budget is the only way to maintain the financial stability the County has achieved. He explained that the budget provided to the Board is actually one budget, but presented in two different formats, along with an authorized position list. He recommended that the Board adopt the resolution authorizing the adoption of the final 2011-2012 fiscal year budget for Gila County. Each Board member commented on the budget process, the economic situation of the nation and state and the possibility of additional cost shifts from the state. They also thanked the management, elected officials, department heads and staff for their cooperation and continued efforts in keeping costs down during this economic downturn and for all the effort put into finalizing this budget. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously adopted the final 2011-2012 fiscal year budget for Gila County and adopted Resolution No. 11-07-01, which authorizes the adoption of the final 2011-2012 fiscal year budget for Gila County in the amount of \$96,045,612. **(A copy of the Resolution and Budget is permanently on file in the Board of Supervisors' Office.)**

Item 4 - REGULAR AGENDA ITEMS:

4A. Information/Discussion/Action to authorize the advertisement of Invitation for Bids No. 061311-1 for MC-800TR chip seal oil for Gila County repair and maintenance.

Steve Stratton, Public Works Division Director, stated that the County uses a multitude of oils dependent upon the road conditions and this is another one of the oils that is used throughout the year during chip seal jobs. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously authorized the advertisement of Invitation for Bids No. 061311-1 for MC-800TR chip seal oil for Gila County repair and maintenance.

4B. Information/Discussion/Action to approve Contract No. 07012011-12 between the Arizona Community Action Association and the Gila County Division of Community Services, Community Action Program, whereby Arizona Community Action Association will provide funding in the amount of \$115,570.83 to provide utility deposits, repair and replacement work and bill assistance to eligible citizens residing in Gila County for the period from July 1, 2011, through June 30, 2012.

Dave Fletcher, Community Services Division Director, speaking for Malissa Buzan, Housing Services Program Manager, who was attending training, stated that the Arizona Community Action Association administers the energy programs funding weatherization services, utility deposits, repair and replacement work, and bill assistance. There are no required matching funds by the County. There are several funding sources involved, which include funds from the Home Energy Assistance Fund, the General Bill Assistance Program, the Home Energy Assistance Fund for Native Americans living on reservations, Southwest Gas Bill Assistance Program, Salt River Project Bill Assistance Program, Utility Repair Replacement Deposit and the Arizona Public Service Crisis Bill Assistance Program. The total amount of this contract is \$115,570.83 and of that 92% of the funding goes for direct services to the clients who qualify for this service. In order to qualify a resident must be at 200% of the federal poverty level or below. Vice-Chairman Martin also related a story of how Ms. Buzan, through her programs, was able to help an older couple from having their water turned off. Each Board member thanked Ms. Buzan for her efforts in this program. Upon motion by Vice-Chairman Martin, seconded by Supervisor Dawson, the Board unanimously approved Contract No. 07012011-12 between the Arizona Community Action Association and the Gila County Division of Community Services, Community Action Program, whereby Arizona Community Action Association will provide funding in the amount of \$115,570.83 to provide utility deposits, repair and replacement work and bill assistance to eligible citizens residing in Gila County for the period from July 1, 2011, through June 30, 2012.

4C. Information/Discussion/Action to approve Contract No. SRPWX05012011 Agreement between Arizona Community Action Association and Gila County Community Action Housing Services

Department in the amount of \$20,705.71 to provide weatherization assistance for the period of May 1, 2011, through April 30, 2012.

Mr. Fletcher stated that this contract is a new contract through the Arizona Community Action Association to provide weatherization services for individuals who meet the County's 200% poverty level and that they are being served by Salt River Project in a very small area in Tonto Basin. There are no required matching funds by the County. The total amount of the agreement is \$20,705.71 and the maximum amount that can be spent per unit is \$6,000 for weatherization services. Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved Contract No. SRPWX05012011 Agreement between Arizona Community Action Association and Gila County Community Action Housing Services Department in the amount of \$20,705.71 to provide weatherization assistance for the period of May 1, 2011, through April 30, 2012.

Item 5 - CONSENT AGENDA ACTION ITEMS:

5A. Approval of Amendment No. 1 to Contract No. ADHS11-007055 between the Gila County Health & Emergency Services Division, Prevention Services, and the Arizona Department of Health Services in the amount of \$53,753 to provide Health Start services for the period of July 1, 2011, through June 30, 2012.

5B. Approval of First Things First Contract Renewal Amendment Notification No. FTF-RC004-10-0129-01Y3 between First Things First and Gila County in the amount of \$56,650 to extend the Gila County Early Childhood Screening Program for the period of July 1, 2011, through June 30, 2012.

5C. Authorization of the Chairman's signature on the Maintenance Agreement between Gila County and Interstate Copy Shop for maintenance of the School Superintendent's Office Konica 7130 copier in the amount of \$620 per year for the period May 30, 2011, through May 29, 2012.

5D. Authorization of the Chairman's signature on Amendment No. 1 to a Lease Agreement between Gila County "Lessor" and Pinal County "Lessee" to extend the lease term from July 31, 2011, to September 30, 2011, for Pinal/Gila Long Term Care's office space with said lease to terminate at the end of this term.

5E. Approval of Amendment No. 3 to Contract No. 0010-0444, between the Pinal Gila Council for Senior Citizens Area Agency on Aging, Region V, and the Gila County Division of Community Services, Community Action Program, Housing Services, to allocate funds in the amount of \$6,477,

which will be used to help residents who meet program qualifications with minor home repairs for the period July 1, 2011, through June 30, 2012.

5F. Authorization of the Chairman's signature on an Intergovernmental Agreement between Gila County and the Town of Star Valley in the amount of \$5,233.43 and a Transit Agreement between Gila County and the Horizon Human Services Gila County Safe Home in the amount of \$2,500 for the distribution of LTAF II (Local Area Transportation Funds).

5G. Acknowledgment of the resignation of Mr. Harold Plues from the Beaver Valley Fire District Governing Board and the appointment of Mr. Jack Ned Jolly to complete the term of Mr. Plues, which expires November 30, 2014.

5H. Approval of Support and Maintenance Agreement No. 31325CONSVR between the Gila County Recorder and HOV Services/LASON Systems, Inc. in the amount of \$995 per year for support and maintenance on a Minolta microfilm reader for the period July 21, 2011, through July 19, 2012.

5I. Approval of request for waiver of fees by the Gila County Fair Committee for the use of the Fairgrounds Exhibit Hall/Commercial Hall and other areas for the Ranger Party Fund Raiser dinner/dance on August 27, 2011, and the Gila County Fair on September 17 through September 25, 2011.

5J. Approval of request for waiver of fees by the Sheriff's Reserve Posse for the use of the Fairgrounds' Exhibit Hall for its Sweetheart Dance to be held on February 11, 2012.

5K. Approval of request for waiver of fees by the Cobre Valley Regional Medical Center Foundation for the use of the Fairgrounds Exhibit Hall for their art and wine auction event scheduled on Thursday, November 3, 2011.

5L. Approval of the October 12, 2010, October 26, 2010, November 11, 2010, and November 30, 2010, BOS meeting minutes.

5M. Approval of the May 2011 monthly departmental activity report submitted by the Clerk of Superior Court.

5N. Approval of Human Resources reports for July 12, 2011, and July 19, 2011.

July 12, 2011

Departures from County Service:

- 1. Karen J. Wartick – School Superintendent – Administrative Clerk Sr. –**

06/30/11 – General Fund – DOH 11/27/06 – Position eliminated

Temporary Hires to County Service:

2. Billy Stevens – Public Works – Temporary Custodian – 06/28/11 – Facilities Management Fund
3. Gladys Stevens – Public Works – Temporary Custodian – 06/28/11 – Facilities Management Fund
4. Patricia Miranda – Public Works – Temporary Custodian – 06/28/11 – Facilities Management Fund
5. Cynthia Gonzales – Public Works – Temporary Custodian – 06/28/11 – Facilities Management Fund
6. Domingo Gonzales – Public Works – Temporary Custodian – 06/28/11 – Facilities Management Fund

End Probationary Period:

7. Margaret Velasquez – School Superintendent – Accounting Clerk – 07/10/11 – General Fund
8. Casey Bramlet – Public Works – Road Maintenance/Equipment Operator – 07/18/11 – Public Works Fund

Position Review:

9. Shane Stuler – Health Department – Environmental Health Manager – 07/01/11 – Change in fund codes
10. Joy Riddle – County Attorney – Deputy Attorney – 07/01/11 – Change in fund code
11. Jeffrey W. Baer – School Superintendent – Director of Education Programs – 07/01/11 – Change in fund code
12. Joshua Clark – County Attorney – Deputy Attorney – 08/01/11 – Change in number of hours worked from 24 to 40 hours per week and change in fund code
13. Lexie Nosie – Health Department – Community Health Assistant Sr. – Change in number of hours worked from 30 to 40 hours per week
14. John Yanez – Health Department – Community Health Assistant Sr. – Change in number of hours worked from 17.5 to 20.5 hours per week

July 19, 2011

Departures from County Service:

1. Matthew P. Bolinger – Health and Emergency Services – Director of Health and Emergency Services – 07/15/11 – Various Fund Codes – DOH 08/27/03 – Resignation
2. Celina Salinas – Community Services – Career and Employment Specialist – 07/08/11 – Various Fund Codes – DOH 09/22/08 – Resignation

Hires to County Service:

3. Michael O’Driscoll – Health and Emergency Services – Director of Health and Emergency Services – 07/05/11 – Various Funds – replacing Matthew P. Bolinger
4. David R. Vaughn – Payson Regional Constable – Deputy Constable – 08/01/11 – General Fund – Replacing Michelle Dyer

Departmental Transfers:

5. Diana Jones – From Public Works – To Finance – Management Analyst – 07/20/11 – From Various Funds – To General Fund
6. Leigh Ann Kenton – Probation – From Administrative Clerk Specialist – To Juvenile Detention Officer – 07/04/11 – From Various Funds – To General Fund

End Probationary Period:

7. Joseph T. Heatherly – Finance – Finance Director – 01/17/11 – General Fund
8. Melvina Takala-Griffin – Community Services – Administrative Clerk Sr. – 07/04/11 – Various Funds
9. Martin Feldhake – Probation – Juvenile Detention Officer – 07/04/11 – General Fund
10. John Dzera – Public Works – Building Maintenance Technician – 07/18/11 – Facilities Management Fund
11. Angelina Thompson – Finance – Payroll Specialist – 07/04/11 – General Fund
12. Valrie Bejarano – Finance – Contracts Support Specialist – 07/04/11 – General Fund
13. Cassandra Villegas – Finance – Finance and Purchasing Specialist – 07/04/11 – General Fund

Position Review:

14. Kimberly Bittner – Probation – Deputy Probation Officer 2 – 07/04/11 – Change in fund code
15. Lauryn Mooney – Probation – Administrative Clerk Sr. – 07/04/11 – Change in fund codes
16. Erika Pisano – Probation – Deputy Probation Officer 1– 07/04/11 – Change in fund codes

Request Permission to Post:

17. Community Services – Career and Employment Specialist – Vacated by Celina Salinas – Date Vacated 07/08/11 – Waiver of 120 Day Hiring Freeze approved 07/11/11

SHERIFF'S PERSONNEL ACTION ITEMS:

Departures from County Service:

18. John E. Rittenbach – Sheriff's Office – Detention Officer – 07/09/11 – General Fund – DOH 08/30/10 – Resignation
19. Edward J. McGuire, Jr. – Sheriff's Office – 911 Dispatcher – 07/08/11 – General Fund – DOH 08/02/10 – Resignation
20. Douglas E. Stevenson – Sheriff's Office – Detention Officer – 07/06/11 – General Fund – DOH 06/13/11 – Resignation

Hire to County Service:

21. Donald B. Engler, II – Sheriff's Office – Deputy Sheriff Recruit – 07/25/11 – General Fund – Replacing Jacob Delecki

50. Approval of finance reports/demands/transfers for the weeks of July 12, 2011, and June 19, 2011.

July 12, 2011

\$1,948,611.05 was disbursed for County expenses by check numbers 238359 through 238574.

July 19, 2011

\$1,222,814.24 was disbursed for County expenses by check numbers 238575 through 238849. **(An itemized list of disbursements is permanently on file in the Board of Supervisors' Office.)**

Upon motion by Supervisor Dawson, seconded by Vice-Chairman Martin, the Board unanimously approved Consent Agenda Action items number 5-A through 5-O.

Item 6 - 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.

Item 7 - 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.

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

APPROVED:

Michael A. Pastor, Chairman

ATTEST:

Marian Sheppard, Chief Deputy Clerk