

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

Date: June 3, 2014

MICHAEL A. PASTOR
Chairman

MARIAN E. SHEPPARD
Clerk of the Board

TOMMIE C. MARTIN
Vice-Chairman

By: Laurie J. Kline
Deputy Clerk

JOHN D. MARCANTI
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Michael A. Pastor, Chairman; Tommie C. Martin, Vice-Chairman (via ITV); John D. Marcanti, Supervisor; Don E. McDaniel, Jr., County Manager; Bryan B. Chambers, Deputy Attorney Principal; Marian E. Sheppard, Clerk of the Board; and Laurie J. Kline, Deputy Clerk.

Item 1 – CALL TO ORDER - PLEDGE OF ALLEGIANCE - INVOCATION

The Gila County Board of Supervisors met in a regular session at 1:30 p.m. this date in the Board of Supervisors' hearing room. Sheriff Shepherd led the Pledge of Allegiance and Pastor Anthony Garrisi of the First Baptist Church in Payson delivered the invocation.

Item 2 – PRESENTATIONS:

A. Public recognition of four employees for May's "Spotlight on Employees" Program, as follows: John Dzera, George Hernandez, Curtis Johnson and Austin Payne.

Erica Raymond, Human Resources Assistant Senior, read aloud the Spotlight on Employees Program nomination letter submitted by Michael A. Pastor, District 2 Supervisor, which highlighted the professionalism and integrity exhibited by the Gila County employees listed above for the return of computer equipment that was found during the course of the work day, which belonged to the Miami School District.

Item 3 – PUBLIC HEARINGS:

A. Information/Discussion/Action to adopt Resolution No. 14-06-03 to name a previously unnamed section of road in Globe as E. James Dean Trail.

Steve Stratton, Public Works Division Director, stated a public notice was mailed to surrounding property owners advising them of the proposed road name, which was in accordance with the requirements of Gila County Street Naming and Property Numbering Ordinance No. 11-03. The public notice contained a map of the area, the date for filing objections and the date scheduled for the public hearing before the Board of Supervisors. No written objections were received nor were there any alternative street names offered within the deadline for such submissions.

Chairman Pastor opened the public hearing and no comments were received; therefore, he closed the public hearing. Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously adopted Resolution No. 14-06-03 to name a previously unnamed section of road in Globe as E. James Dean Trail. **(A copy of the Resolution is permanently on file in the Board of Supervisors' Office.)**

B. Information/Discussion/Action to adopt Resolution No. 14-06-04 which approves Gila County Planning & Zoning Department Case No. Z-14-01, an application submitted by Beau Woodring to rezone tax parcel number 301-19-055B located in Pine from R1-D12 (Single Family Residential with a minimum residential lot size of 12,000 square feet) and TR (Transitional Residential) to C2 (Commercial) in order to establish a retail store on the property.

Bob Gould, Community Development Division Director, provided background information regarding this application. He read aloud the concerns of the local citizens. He advised that the Planning and Zoning Commission held a public hearing on May 15, 2014, to review this application and it has issued an approval recommendation to the Board of Supervisors contingent on the stipulations being met as stated in the departmental staff report.

Public participation forms were submitted by Mitzi Paul of Strawberry, Arizona, Cindy Maack of Pine, Arizona, Maureen Pastika of Pine, Arizona, and Maher Hazine of Strawberry, Arizona. Each of the citizens voiced concerns and opposition to the aforementioned application. A summary of the concerns include; increased ingress and egress traffic posing a hazard to the highway; the potential of having a vacant building for lack of business during the winter months; poor visibility of, and lack of signage to notify residents of the application; a desire to keep the status quo with regard to peace and quiet; wastewater issues; fire issues; fear that what is proposed *initially*, would not be developed *finally* with regard to the application.

Beau Woodring of Southwest General Development of Scottsdale, Arizona and who is the applicant, explained that a community meeting was held a couple of months ago at which time citizens voiced a number of concerns.

In working with the citizens and the Planning and Zoning Commission, Mr. Woodring advised that those concerns have since been addressed. With regard to the citizens' concern that the building would someday be vacant; Mr. Woodring advised that there is a 15-year lease on the building, which will generate approximately \$50,000 per year in sales tax revenue with an additional approximate amount of \$10,000 per year being generated for property taxes. Over the life of the lease, that would generate additional revenue of approximately \$750,000 within the County. He assured the Board and audience that the building would not be empty. With regard to the concern of increased traffic, Mr. Woodring advised that a Traffic Impact Statement has been generated and submitted to the Arizona Department of Transportation (ADOT). ADOT has viewed and approved the site entrance off of the highway and has also reviewed the Traffic Impact Statement. He stated that the requested zoning of C2 is harmonious with surrounding properties that have the same zoning designation, all of which are highway frontage land. He emphasized that he is in agreement with all of the stipulations of approval that were outlined by the Planning and Zoning Commission. He also agreed to add to one of the stipulations an 18-month reversionary clause as discussed.

Mr. Gould added for clarification that upon Board of Supervisors' approval, it would be wise to include a reversionary clause; however, he thinks that 18 months does not provide an adequate amount of time, so he suggested a time period of 2 years or 3 years. Mr. Gould agreed to modify the language in the resolution to state "selling" alcoholic beverages rather than "serving" alcoholic beverages. He also stated that he and his staff would review the public notice requirements with regard to rezoning requests. Mr. Gould further stated that he believes that a lot of local citizens were aware of this requested rezoning on the subject parcel. He advised that a public hearing notice was published in the 2014 official newspaper of the County, which is the Arizona Silver Belt newspaper. He stated that it would have been preferred to publish the same notice in the Payson Roundup newspaper as an added courtesy to the local residents; however, due to the cost being approximately 2 to 3 times that of the official newspaper of the County it was cost prohibitive.

Supervisor Marcanti asked Mr. Woodring to clarify his association with Dollar General. Mr. Woodring replied that his employer, Southwest General Development, is developing this property for Dollar General Corporation.

Due to the concerns voiced by the citizens, the Board agreed to continue this issue to its July 15, 2014, meeting. In preparation for the July meeting, Mr. Gould advised that he would review this application again with the Planning and Zoning Commission to add the 18-month reversionary clause and change the stipulation from "serving alcohol" to "selling alcohol"; he would arrange for a community meeting to be held in Pine prior to the July Board meeting; and he would place a larger public hearing notice for the July Board of Supervisors' meeting at the subject property. Mr. Gould commented that his staff followed

the same process with regard to providing notice of this public hearing in the same manner as all other similar applications, so he believes that ample notice was provided to the citizens; however, his staff will conduct a review of the entire public hearing process. He also stated that public notices would be re-sent to the citizens who may be affected by this application.

There being no additional comments from the public, Chairman Pastor closed the public hearing.

Upon motion by Supervisor Marcanti, seconded by Vice-Chairman Martin the Board unanimously referred this item to the Planning and Zoning Commission and continued this item to the July 15, 2014, Board of Supervisors' meeting.

C. Information/Discussion/Action to authorize the submission of an Application for FY 2014 State Community Development Block Grant (CDBG) funds in the amount of \$113,139 that will be used for a proposed CDBG housing rehabilitation project in Gila County and an additional \$300,000 in State Special Project funds that may be utilized for Owner-Occupied Housing Rehabilitation for FY 2014, and adopt related Resolution Nos. 14-06-01, 14-06-02, and 14-05-02, which are included as part of this application.

Malissa Buzan, Community Services Division Director, requested that the Board approve this item to submit this application in order to receive federal funds that are disbursed via the Arizona Department of Housing and locally through the Central Arizona Association of Governments as stated above. She added that the application process requires that a public hearing is held for both projects as stated above.

Chairman Pastor opened the public hearing and no comments were received; therefore, he closed the public hearing. Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously authorized the submission of an Application for FY 2014 State Community Development Block Grant (CDBG) funds in the amount of \$113,139 that will be used for a proposed CDBG housing rehabilitation project in Gila County and an additional \$300,000 in State Special Project funds that may be utilized for Owner-Occupied Housing Rehabilitation for FY 2014, and adopted related Resolution Nos. 14-06-01, 14-06-02, and 14-05-02, which are included as part of this application. **(Copies of the Resolutions are permanently on file in the Board of Supervisors' Office.)**

Item 4 – REGULAR AGENDA ITEMS:

A. Information/Discussion/Action to authorize the Chairman's signature on Intergovernmental Agreement No. 101613 Consolidated Administration and Operation of Limited Jurisdiction Courts in order to

provide a means for compensation from the Town of Miami to Gila County for the costs associated with the Magistrate Court utilizing Gila County facilities, personnel, equipment, supplies and overhead for the operation of the Magistrate Court to conduct Town of Miami business.

Rebecca Baeza, Globe Justice Court Lead, requested approval of the Intergovernmental Agreement (IGA) with the Town of Miami to facilitate receipt of payment for services currently being provided to the Town of Miami with regard to court and business services. She stated that the IGA also clearly states the terms and conditions of payment to the County and supersedes all other related agreements as referenced in the IGA.

Supervisor Marcanti made a motion which was seconded by Vice-Chairman Martin; however, before the vote was taken, Don McDaniel, County Manager, advised of a correction in the IGA number; therefore, Chairman Pastor corrected the IGA number from 10163 (as stated in the original agenda item) to 101613, which the Board unanimously approved.

B. Information/Discussion/Action to instruct staff to request additional and revised financial information from David Buckmaster ensuring the viability of the successful purchase and operation of the Roosevelt Lakeview Park, and to bring this item back to the Board when the information has been received, evaluated and is ready for Board of Supervisors' approval.

Mr. Gould stated that per the Board of Supervisors' direction provided at the May 6, 2014, Board meeting, this matter was continued until such time as all of the documents and financial information requested of the applicant David Buckmaster has been received by County staff. To date, this has not occurred; therefore, it is recommended to again continue this item until such time as the information is received from Mr. Buckmaster. Chairman Pastor requested that Mr. McDaniel assist in getting this item moving forward.

Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously continued this item and instructed staff to request additional and revised financial information from David Buckmaster ensuring the viability of the successful purchase and operation of the Roosevelt Lakeview Park, and to bring this item back to the Board when the information has been received, evaluated and is ready for Board of Supervisors' approval.

C. Information/Discussion/Action to authorize the submission of a State Housing Fund Application for Owner Occupied Housing Rehabilitation Programs to the Arizona Department of Housing in the amount of \$275,000 to be utilized for housing rehabilitation for fiscal year 2014, and to adopt related Resolution Nos. 14-04-03 and 14-04-04, which are included as part of the application.

Ms. Buzan stated that the funds available from the Arizona Department of Housing have not been available for approximately two to three years as a result of State of Arizona legislative funding cuts. At this time, there is funding available from the State combining state and federal monies which provide for this grant. Supervisor Marcanti inquired if the County provided heating and cooling emergency services to the senior citizens of the County, to which Ms. Buzan stated replied in the affirmative. The Housing Services Department has procedures and licensed contractors in place to help in situations that arise with regard to heating and cooling issues throughout all of Gila County. Chairman Pastor inquired as to the number of units that the \$275,000 amount will assist and as to the number of citizens on the waiting list to receive housing rehabilitation services. Ms. Buzan replied that the \$275,000 will provide services for approximately 5 units and that the waiting list to receive such services is approximately 35 to 38 homes, families, and seniors in Gila County. She added that the waiting list is monitored by the Arizona Department of Housing and she briefly explained the guidelines and basic criteria to be eligible to receive housing rehabilitation services via this program.

Chairman Pastor advised Ms. Buzan to publish this information in the County newsletter, to which she agreed.

Upon motion by Supervisor Marcanti, seconded by Vice-Chairman Martin, the Board authorized the submission of a State Housing Fund Application for Owner Occupied Housing Rehabilitation Programs to the Arizona Department of Housing in the amount of \$275,000 to be utilized for housing rehabilitation for fiscal year 2014, and to adopt related Resolution Nos. 14-04-03 and 14-04-04, which are included as part of the application. **(Copies of the Resolutions are permanently on file in the Board of Supervisors' Office.)**

D. Information/Discussion/Action to approve the Human Resources Action Items report, Classification & Compensation Study Implementation (Attachment A), including grade changes, title changes, and salary changes reflected in the Study in the amount of approximately \$1,315,000, effective June 30, 2014, with changes to pay being reflected in employee paychecks dated July 18, 2014.

Linda Eastlick, Human Resources Director, stated that the Classification and Compensation Study (Study) is complete and it is ready to be implemented after approximately a year of work and preparation. Components of the Study included the following: conducting town hall meetings with employees, completing position description questionnaires, a supervisory review of the information that was received, completion of job descriptions, and an evaluation of jobs using numerous job complexity factors to develop grade changes, title changes and salary adjustments. Additionally, employee recommended salaries were developed in accordance with the guidelines

provided by the consultants. The Board members expressed appreciation to Ms. Eastlick, Mr. McDaniel and all staff for the amount of time and effort they have invested in this endeavor. Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously approved the Human Resources Action Items report, Classification & Compensation Study Implementation (Attachment A), including grade changes, title changes, and salary changes reflected in the Study in the amount of approximately \$1,315,000, effective June 30, 2014, with changes to pay being reflected in employee paychecks dated July 18, 2014.

Item 5 – CONSENT AGENDA ACTION ITEMS: (Any matter on the Consent Agenda will be removed from the Consent Agenda and discussed and voted upon as a regular agenda item upon the request of any member of the Board of Supervisors.)

A. Approval of an Application for Contract Renewal FY15 to Contract Number 0014-0444 between Gila-Pinal Council for Senior Citizens (PGCSC), Area Agency on Aging, Region V, and Gila County Community Services, whereby PGCSC will allocate funding in the amount of \$6,242 to provide home repairs and renovations to eligible citizens residing in Gila County for the period from July 1, 2014, to June 30, 2015.

B. Acknowledgment of the resignation of Michael Peterson from the Canyon Fire District Governing Board and the appointment of Sterling White to complete the term of Mr. Peterson, which expires December 31, 2016.

C. Acknowledgment of the April 2014 monthly activity report submitted by the Payson Regional Justice of the Peace's Office.

D. Acknowledgment of the April 2014 monthly activity report submitted by the Globe Regional Constable's Office

E. Approval of the April 29, 2014, Board of Supervisors' meeting minutes.

F. Acknowledgment of the Human Resources reports for the weeks of May 6, 2014, May 13, 2014, May 20, 2014, and May 27, 2014.

MAY 6, 2014

DEPARTURES:

1. Kay St. Laurent – Superior Court Div. 1 – Judicial Assistant – 05/30/14 – General Fund – DOH 04/19/04
2. Simone Sheppard – Recorder's Office – Recorder's Clerk – 05/02/14 – General Fund – DOH 01/06/14

NEW HIRES:

3. Shealene Stidham – Recorder’s Office – Recorder’s Clerk – 05/05/14 – General Fund – Replacing Melanie Boyer
4. Sally Denny – Sheriff’s Office – 911 Dispatcher – 05/12/14 – General Fund – Replacing Prestina Preston-Lynch

END PROBATIONARY PERIOD:

5. Christine Duarte – Sheriff’s Office – Detention Officer Lieutenant – 04/29/14 – General Fund

DEPARTMENTAL TRANSFERS:

6. Daniel Lowe – Probation – Deputy Probation Officer 1 – 04/28/14 – From State Aid Enhancement Fund – To Adult Intensive Probation Supervision Fund – Replacing Gretchen McAnerny
7. Gretchen McAnerny – Probation – Deputy Probation Officer 2 – 04/28/14 – From Adult Intensive Probation Supervision Fund – To State Aid Enhancement Fund – Replacing Daniel Lowe
8. Jay Boyer – Probation – Deputy Probation Officer Supervisor – 04/28/14 – From Diversion Intake(.50)/Juvenile Intensive Probation Supervision (.50) Funds – To Diversion Intake Fund – Replacing Kimberly Bittner

MAY 13, 2014

NEW HIRES:

1. Bruce Myers – County Attorney’s Office – Detective – 05/13/14 – General Fund – Replacing Dana Lindsey
2. K. Todd Baty – County Attorney’s Office – Detective – 05/19/14 – Cost of Prosecution Fund – Replacing Kenneth Wortman

TEMPORARY HIRES TO COUNTY SERVICES:

3. Mary Stemm – Library District – Temporary Library Assistant Senior – 04/28/14 – Library District Fund – Temporary employment

END PROBATIONARY PERIOD:

4. Brian Rogers – Public Works – Custodian (.85) – 05/18/14 – Facilities Management Fund
5. Patty Comstock – Public Fiduciary – Public Fiduciary Services Specialist – 05/05/14 – General Fund

DEPARTMENTAL TRANSFERS:

6. Kenneth Wortman – County Attorney’s Office – From Detective – To Diversion Officer – 05/19/14 – From Cost of Prosecution Fund – To Diversion Program CA Fund – Replacing Cheryl Sluyter

OTHER ACTIONS:

7. Lisa Dzera- Sheriff’s Office – Administrative Clerk – To Administrative Clerk (Temporary Assignment) - 04/28/14 – General Fund – Temporary assignment
8. Joann Fane – Sheriff’s Office – Administrative Clerk – To Administrative Clerk (Temporary Assignment) – 04/28/14 – General Fund – Temporary assignment
9. Paul Larkin – Payson Regional Justice Court – Judge Pro-Tempore – 05/01/14 – General Fund – Correcting pay rate

REQUEST TO POST:

10. Health and Emergency Services – Health Services Program Manager – Vacated by Lorraine Dalrymple

11. Superior Court – Judicial Assistant – Vacated by Kay St. Laurent

12. Health and Emergency Services – Community Health Specialist (.50) – New grant funded position

MAY 20, 2014

DEPARTURES:

1. Jeremy Schnepf – Assessor’s Office – Property Appraiser – 05/22/14 – General Fund – DOH 02/18/14

END PROBATIONARY PERIOD:

2. Sarah White – Sheriff’s Office – Chief Administrative Officer – 05/20/14 – General Fund

3. Jenny Valenzuela – Community Services – Community Services Worker – 06/16/14 – GEST Fund

4. Sarayl Shunkamolah – Board of Supervisors – Management Associate – 06/09/14 – General Fund

5. Deeadra Ursin-Zachary – Health and Emergency Services – Community Health Assistant Senior – 05/12/14 – General Fund

6. Christian Leos – County Attorney’s Office – Legal Secretary (underfill) – 05/04/14 – General Fund

DEPARTMENTAL TRANSFERS:

7. Joel McDaniel – Public Works – From Road Maintenance and Equipment Operator – To Road Maintenance and Equipment Operator Senior – 05/26/14 – Public Works Fund – Replacing Fred Lavin

8. Allison Torres – Community Services – From Administrative Clerk Senior – To Social Services Case Manager – 06/02/14 – From Various Funds – To CAP Fund – Replacing Maria Brusoe

9. Jamie Cunningham – Sheriff’s Office – From Detention Officer – To Detention Officer Sgt. – 05/26/14 – General Fund – Replacing Johnie Brake

10. Johnie Brake – Sheriff’s Office – From Detention Officer Sgt. (underfill) – To Detention Officer – 05/26/14 – General Fund – Replacing Jacob Martin

OTHER ACTIONS:

11. Alberta Lancieri – Probation – Deputy Probation Officer II – 04/28/14 – From Juvenile Standards Probation(.50)/Adult Probation Service Fees(.50) Funds – To Juvenile Standards Probation(.50)/Juvenile Intensive Probation Supervision(.50) Funds – Change in funding

REQUEST TO POST:

12. Assessor’s Office – Property Appraiser – Vacated by Jeremy Schnepf

13. Community Services – Administrative Clerk Senior – Vacated by Allison Torres

MAY 27, 2014

DEPARTURES:

1. Shawn Osborn – Sheriff’s Office – Deputy Sheriff – 05/16/14 – General Fund – DOH 11/05/12
2. Eloise Price – Court Information Systems – Court Information Systems Director – 05/30/14 – General Fund – DOH 01/01/89
3. C. Brent Bailey – Public Works – Road Maintenance and Equipment Operator – 05/29/14 – Public Works Fund – DOH 01/27/14
4. Tol Johnson – Public Works – Solid Waste Services Worker – 05/20/14 – Recycling and Landfill Management Fund – DOH 06/10/13
5. Sean Bowyer – Sheriff’s Office – Detention Officer – 05/18/14 – General Fund – DOH 04/29/13
6. Terry Hudgens – Sheriff’s Office – Deputy Sheriff Sgt. (.48) – 04/27/14 – General Fund – DOH 09/09/02

NEW HIRES:

7. John McCrory – Public Works – Flood Control Technician – 06/02/14 – General Fund – Replacing Sine Scott
8. Amanda Olvera – Health and Emergency Services – Animal Care Worker – 06/02/14 – Rabies Control Fund – Replacing Christopher Stuhmer
9. Pamela Morgan-Moore – Clerk of Superior Court – Courtroom Clerk – 06/02/14 – General Fund – Replacing Jonathan Bearup
10. Dwight Payne – Sheriff’s Office – IT Administration and Support Technician Senior – 06/09/14 – General Fund – Replacing Patrick McGraw

TEMPORARY HIRES TO COUNTY SERVICES:

11. Dezirae Williams – Health and Emergency Services – Temporary Public Health Emergency Preparedness Assistant – 06/02/14 – Bio Terrorism Program Fund

END PROBATIONARY PERIOD:

12. Nicholas Montague – Community Services – Fiscal Services Manager – 05/18/14 – Various Funds
13. Robert Swinford – County Attorney’s Office – Deputy County Attorney – 06/02/14 – Cost of Prosecution Reimbursement Fund

DEPARTMENTAL TRANSFERS:

14. Sally Denny – From Sheriff’s Office – To Clerk of Superior Court – From 911 Dispatcher – To Courtroom Clerk – 05/27/14 – General Fund – Replacing Teresa Griego
15. Cassie Durnan – From Clerk of Superior Court – To Superior Court – From Courtroom Clerk – To Judicial Assistant – 05/27/14 – General Fund – Replacing Kay St. Laurent
16. Brian Rogers – Public Works – From Custodian (.85) – To Building Maintenance Technician – 06/02/14 – From Facilities Management Fund – To General Fund – Replacing Daniel Gregson

OTHER ACTIONS:

17. Susan O’Connor – School Superintendent’s Office – Administrative Assistant – 05/27/14 – General Fund – Change in hours
18. Austin Payne – Constituent Services II – Temporary Laborer – 06/09/14 – General Fund – Extending temporary employment through 08/01/14

19. Rachel Wright – Clerk of the Superior Court – Court Clerk (.40) – 05/19/14 – General Fund – Change in temporary assignment

REQUEST TO POST:

20. Public Works – Solid Waste Services Worker – Vacated by Tol Johnson

21. Public Works – Custodian (.85) – Vacated by Brian Rogers

G. Acknowledgment of contracts under \$50,000 which have been approved by the County Manager for the weeks of May 5, 2014, to May 9, 2014; and May 12, 2014, to May 16, 2014.

H. Approval of finance reports/demands/transfers for the week of June 3, 2014.

June 3, 2014

\$247,917.53 was disbursed for County expenses by check numbers 262099 through 262231. **(An itemized list of disbursements is permanently on file in the Board of Supervisors' Office.)**

Upon motion by Supervisor Marcanti, seconded by Vice-Chairman Martin, the Board unanimously approved Consent Agenda action items 5-A through 5-H.

Item 6 – CALL TO THE PUBLIC: Call to the Public is held for public benefit to allow individuals to address the Board of Supervisors on any issue within the jurisdiction of the Board of Supervisors. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(H), at the conclusion of an open call to the public, individual members of the Board of Supervisors may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date.

There were no comments from the public.

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 and the County Manager presented information on current events.

There being no further business to come before the Board of Supervisors,
Chairman Pastor adjourned the meeting at 2:43 p.m.

APPROVED:

Michael A. Pastor, Chairman

ATTEST:

Marian Sheppard, Clerk of the Board