

Minutes
Town of Clifton
Regular Town Council Meeting
May 11, 2017
7:00 P.M.

Members Present

Felix Callicotte, Mayor
Luis Montoya, Vice Mayor
Barbara Ahmann, Councilmember
Laura Dorrell, Councilmember
Ray Lorenzo, Councilmember
B. Waddell Reyes, Councilmember
Ray West, Councilmember*

*Excused

A quorum was present.

Call to Order: The meeting was called to order by Mayor Felix Callicotte followed by the Pledge of Allegiance.

Call to the Public: First to address the Council was Danny Cervantez who commended the Clifton Police Department for their continued efforts in protecting our community.

Akos Kovach, Economic Development Coordinator-Greenlee County, urged the town for a response as to their participation in the Orton Family Foundation program.

Greenlee County Sheriff, Tim Sumner provided an update on the revitalization of the Community Neighborhood Crime Watch Program. He also reported that his department will also be promoting information on the distracted driving ordinance recently adopted by the town. Offered his appreciation to the Clifton Fire Department for their recent assistance with the DPS Hazmat team. The Sheriff invited the council to participate in the forthcoming Mares Bluff clean-up project.

Council Reports: Vice-Mayor Luis Montoya expressed concern on recent road-cut activity from Southwest Gas affecting the newly paved portion of Chase Creek Street and hoped that the road condition would be restored to a level of quality acceptable to the town.

Councilmember Dorrell provided information on the Greenlee Health Fair scheduled for June 2, 2017 at facilities in the Morenci Townsite.

Councilmember Ahmann informed the Council on the Gentle Exercise for Elderly Program which will begin June 13 & 14 and will run for four weeks. Information will be published in the local newspapers.

Councilmember Lorenzo reported on recent activity in his neighborhood where he witnessed the utilization of the town's sweeper equipment. Stated that the timing to use the equipment which coincided with recent rain helped keep the dust at a minimum.

Councilmember Reyes provided an update on a recent social event sponsored by the Metcalf Club Verde where local fire fighters were honored.

Mayor Callicotte reported on the town's efforts to provide information in the form of a flyer to the public on the distracted driving ordinance.

Consent Agenda: Vice-Mayor Luis Montoya made a motion to approve the following items listed under the consent agenda:

1. Approval of the April 4, 2017 Work Session and April 13, 2017 Regular Meeting Minutes;
2. Receive Department Reports;
3. Approval of April 2017 Demands.

Second to the motion was made by Councilmember Barbara Ahmann. Motion carried.

Old Business:

Second Reading of Ordinance No. 03-2017: An Ordinance Of The Mayor And Common Council Of The Town Of Clifton, Arizona, Declaring The Document Entitled "Nuisances And Nuisance Abatement Code Amendments, April 13, 2017" As A Public Record; Adopting The "Nuisances And Nuisance Abatement Code Amendments, April 13, 2017" By Reference; Amending The Town Code Of The Town Of Clifton Arizona, By Repealing Title IX General Regulations, Chapter 92 Abandoned And Inoperable Vehicles And Chapter 93 Litter In Their Entirety And Adopting A New Chapter 93 Nuisances And Nuisance Abatement, Related To Enforcement Of Nuisances And Providing A Procedure For Abatement Thereof; Providing For Repeal Of Conflicting Ordinances; Providing For Severability; And Providing Penalties: Mayor Callicotte read the title of the ordinance as required in the ordinance adoption process.

Discussion and/or action to adopt Ordinance No. 03-2017: Motion to adopt Ordinance No. 03-2017, Nuisances and Nuisance Abatement Code Amendments, April 13, 2017 was made by Councilmember Laura Dorrell. Second to the motion was made by Vice-Mayor Luis Montoya. Motion carried.

New Business

Discussion and/or action to accept the donation by Artist, Fred Austin and the Mares Bluff Veterans Memorial of an 1841 Mountain Howitzer replica for display in Veterans Park: Speaking on behalf of the Mares Bluff Veterans Memorial Organization was President, Steve Guzzo. He assured the council that if accepted by the town, the canon would be installed and secured by members of the group.

Town Manager, Ian McGaughey recommended the acceptance of the donation and stated that the addition of this historic replica added yet another enhancement to the Veteran's Park.

Motion to accept the donation of the 1841 Mountain Howitzer replica was made by Councilmember Ray Lorenzo. Second to the motion was made by Councilmember B. Waddell Reyes. Motion carried.

Discussion and/or action to authorize funding from the contingency fund in the Mayor & Council's FY17 Budget to cost share in the purchase of extrication equipment a.k.a. "jaws of life" as requested by the Clifton Volunteer Fire Department and to authorize them to initiate the bidding process: Town Manager, Ian McGaughey reported that the contingency fund account balance is currently \$21,618. The fire department is asking for \$7,000 to supplement funds in their current budget to cover the cost of the equipment.

Fire Chief, Peter Ortega provided information on the type of extrication equipment he is considering. He explained that he has received two quotes for the same type of unit, however the preliminary cost would require the formal bidding process as provided by the town's procurement policy.

Councilmember B. Waddell Reyes made a motion to authorize the funding for the extrication equipment as proposed by the Fire Chief. Second to the motion was made by Councilmember Ray Lorenzo. Motion carried.

Discussion and/or action to authorize funding from the contingency fund of the Mayor & Council's FY17 Budget to purchase flooring for the Council Chambers and Administrative Offices: Town Clerk, Espie Castaneda reported that the carpet in the council chambers is starting to unravel at the room entrance, a critical location possibly causing a trip hazard. She stated that several floor tiles are also cracked or missing in the office lobby as well as the other offices. She stated that new flooring would spruce up the administrative offices and council chambers too. She reported that carpet and flooring vendors have provided quotes for each of the rooms and hope to have the job done prior to the end of the fiscal year. In order to expedite the procurement process, the expenditure amount will not exceed \$9,999.00. Offices will be prioritized to remain within the authorized expense.

Motion to authorize funds not to exceed \$9,999.00 from the Mayor & Council's contingency fund account was made by Vice-Mayor Luis Montoya. Second to the motion was made by Councilmember B. Waddell Reyes. Motion carried.

Discussion and/or action to adopt Resolution No. 2017-09: A Resolution Of The Mayor And Common Council Of The Town Of Clifton, Arizona, Amending The Town Of Clifton's Personnel Policy Manual By Repealing Rule IV Fringe Benefits In Its Entirety And Replacing It With A Revised Rule IV Fringe Benefits Related To The Revision Of The Town's Sick Leave Policy In Compliance With The Fair Wages And Healthy Families Act; Providing For Repeal Of Conflicting Resolutions; And Providing For Severability: The Town Manager reported that the town's personnel policy will need to be updated to comply with recent State of Arizona, Fair Wages and Healthy Families Act related to Earned Paid Sick Time. He continued to explain that part time employees will now be accruing one hour of sick time for every 30 hours worked, effective July 1, 2017. The accrual cap is set at 40 hours earned per year.

Motion to approve Resolution No. 2017-09 was made by Councilmember Laura Dorrell. Second to the motion was made by Councilmember Barbara Ahmann. Motion carried.

Discussion and/or action to adopt the Greenlee County Library System – Library Objectives as the Town of Clifton Library Objectives: Town Manager, Ian McGaughey explained the history of the collaborative efforts between the Town of Clifton, Town of Duncan and Greenlee County to operate a library system. Although the Greenlee County Library System - Library Objectives have already been adopted by Greenlee County, it was noted that the Town Council had not been provided with an updated version for their consideration.

Motion to adopt the Greenlee County Library System – Library Objectives as the Town of Clifton Library Objectives was made by Councilmember Barbara Ahmann. Second to the motion was made by Councilmember Laura Dorrell. Motion carried.

Discussion and/or action to adopt the Clifton Public Library Computer/Internet Use Policy: Town Librarian, Sabrina Dumas explained the importance of implementing and making the library patrons aware of this policy. The policy outlines the risks and security issues of computer/internet use.

Motion to adopt the Clifton Public Library Computer/Internet Use Policy was made by Vice-Mayor Luis Montoya. Second to the motion was made by Councilmember Barbara Ahmann. Motion carried.

First Reading of Ordinance 04-2017: Amending the Town Code of The Town Of Clifton Arizona, By Amending Title III. Administration, Chapter 31 Town Organizations by Repealing the Library Advisory Board Sections 31.01 Through 31.05 In Their Entirety; Providing For Repeal Of Conflicting Ordinances; And Providing For Severability: Mayor Callicotte read the title of the ordinance as required in the ordinance adoption process as the first reading.

Discussion and/or action to adopt the Waste Water Accounts Receivable Policy: Mr. McGaughey reported that this policy will serve to clarify internal procedures related to all components of the accounts receivable system implemented by the town.

Motion to adopt the Waste Water Accounts Receivable Policy was made by Councilmember Laura Dorrell. Second to the motion was made by Councilmember B. Waddell Reyes. Motion carried.

Discussion and/or action to authorize the Mayor to execute an agreement between the Town of Clifton and Cost Control Associates: At the request of the Town Manager, the item was tabled until further quotes could be obtained.

Item was tabled.

Discussion and/or action to initiate the process to increase the following fee schedules as recommended by the Rates and Fees Committee:

a. RV Park Rates: The Town Manager reported that the last rate review for the park was in 2010 and upon review of the current rates charged by similar facilities, the proposed rate increase is comparable.

b. Schedule of Miscellaneous Fees: Also reviewed by the committee was the miscellaneous fees with specific discussion on the fees related to the new digital marquee.

The Town Manager explained that the process to increase fees would include providing data on the proposed increase, a public notice and hearing allowing for public comment and finally consideration and action by the council for approval.

Motion to initiate the process to increase the fee schedules as recommended by the Rates & Fees Committee was made by Vice-Mayor Luis Montoya. Second to the motion was made by Councilmember Laura Dorrell. Motion carried.

Manager's Report: Town Manager, Ian McGaughey reported on the following activities and projects:

- Reported on results and recommendation to not accept the proposal by Sheriff Sumner to consolidate dispatch/communication services at this time. Upon reviewing the proposal, there is no cost savings to the town. However, he was encouraged that the issue resulted in positive discussions between the two entities.

- Provided an update on the FY18 budget to include notice of a 16% increase in dental insurance. He is also awaiting further information on the quote from Aetna who offers a level funded plan vs. a fully funded insurance plan which is what the town is accustomed to offering.
- Noted that a Special Session of the Council has been scheduled for May 23rd at 10:00 to award a bid for the Seal Crack Project currently being advertised.
- Reported that the 2016 State Special Projects Grant for Engineering of the Waste Water Treatment Plant and Collection System has been submitted to Arizona Department of Housing.
- Explained that the Rural Community Assistance Corporation income survey for town residents should be mailed out soon.
- Informed the Council that he will be submitting the annual review as required by the Quiet Zone requirements.
- Stated that the town has been working on flyers and handouts related to information related to the recent passage of the Distracted Drivers Ordinance.
- Mentioned that the Splash Pad will be open to the public for the season beginning on May 19 with hours of operation scheduled from 10:00 a.m. to 7:00 p.m.

Adjournment: Motion to adjourn was made by Councilmember Ahmann. Second to the motion was made by Councilmember Dorrell. Motion carried.

Meeting adjourned at approximately 8:35 p.m.