

**Minutes**  
**Town of Clifton**  
**Regular Town Council Meeting**  
**September 13, 2018**  
**7:00 P.M.**

**Members Present**

Luis Montoya, Mayor  
Barbara Ahmann, Vice-Mayor  
Laura Dorrell, Councilmember  
John Freida, 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 Luis Montoya followed by the Pledge of Allegiance.

**Call to the Public:** Walt Mares commented on the current condition of the Clifton House-RV Park. He stated that the fence Mr. Ray described in his presentation to the town did not meet floodplain requirements as he had promised. Additionally, Mr. Mares offered his opinion that the facility was an eyesore to tourists/visitors due to the lack of fencing to enclose the entire RV Park. He also expressed concern that the town may be liable if future flooding caused property damage as a result of the RV Park.

Daniel Cervantez offered his congratulations to those council members who were recently re-elected as well as welcoming Ms. Ruder to her position as Town Manager. Final comments included special recognition to the town's Public Work's Department for cleaning up the Comb St./Quinn St. areas as well as the property around the town's Library.

**Council Reports:** Councilmember Dorrell reported that she participated in the Frisco River Clean Up. Commended the Gila Watershed group for a well-organized event. She also encouraged everyone to attend the Greenlee County Fair.

Councilmember Reyes reported that the Arizona Community Foundation/Greenlee Gives Back Gala was a huge success.

Mayor Montoya also congratulated Councilmembers' Dorrell, Freida, Lorenzo and Reyes for their recent re-election to the town council. Additional thanks were extended to the voters of the town for their continued support of the Alternative Expenditure Limitation-Home Rule Option. Final comment was the announcement that one of the town's

attorneys, Susan Goodwin had recently been named the Best Lawyers © 2019 Municipal Law “Lawyer of the Year” in Phoenix.

**Consent Agenda:** Motion to accept the following items listed under consent agenda with correction to the August 28, 2018 Special Session Minutes to reference that the expenditures to address the Wastewater Treatment Plant as discussed, warrant emergency actions by staff, was made by Mayor Luis Montoya:

1. Approval of the August 16, 2018 Regular Meeting Minutes; and August 28, 2018 Special Session Minutes
2. Receive Department Reports;
3. Approval of August 2018 Demands.

Second to the motion was made by Council member Laura Dorrell.

Voting in favor of the motion were Council members: Montoya, Ahmann, Dorrell, Freida, Lorenzo and Reyes.

Motion carried unanimously.

### **New Business**

**Library updates: Information on an Arizona State Library mini grant awarded to the library and also the library’s participation in the Castaway Books Program. - Sabrina Dumas, Librarian:** Sabrina Dumas, Town Librarian provided information on recent funding awarded to the library known as, Choose your won STEM-Venture Mini Grant. These grant funds are to promote Science, Technology, Engineering and Math. She also provided information on additional grant funding through the County LSTA program which encourage participants explore rock hounding, birding and star gazing.

Ms. Dumas also recalled that she had been approval to “weed” out old library books and was happy to report that she had discovered an opportunity to donate the leftover books to the Castaway Books Program. Representatives, who are located in Surprise, AZ will come onsite to pick up these books. Additionally, if some of the town’s library books are sold, the town could receive 10% of the sales.

Council members commended Mrs. Dumas for her efforts to enhance the library programs.

**Discussion and/or action to canvass the results of the August 28, 2018 Primary Election:** Town Clerk, Espie Castaneda reviewed the Election Results Report Provided by Yvonne Pearson, Elections Director for Greenlee County.

Motion to canvass the results of the August 28, 2018 Primary Election as presented was made by Council member B. Waddell Reyes. Second to the motion was made by Council member John Freida.

Voting in favor of the motion were Councilmembers: Reyes, Freida, Montoya, Ahmann, Dorrell and Lorenzo. Motion carried.

**Discussion and/or action to approve Resolution No. 2018-11: Adopting a Notice of Intention to Increase or Establish New Wastewater Rates, Fees or Service Charges; Setting a Public Hearing; and Filing a Written Report Supporting the Proposed New or Increased Wastewater Rates, Fees or Charges with the Town Clerk:** Town Manager, Heather Ruder reviewed the statutory requirements when a municipality is considering increasing wastewater rates, fees or service charges. She explained that a written report supporting the rate increase is required to be posted on the town's website and made available to the public upon request; a notice of intent is required to be adopted by the Council and a public notice shall be published notifying the public of the date and time of the public hearing prior to final adoption by the governing body.

Previous action by the Town Council was to initiate the process to adopt the five -year rate plan as presented by Willdan Financial.

Prior to any action by the Council, the Town Clerk read the title paragraph of Resolution No. 2018-11.

Motion to adopt Resolution No. 2018-11 was made by Vice-Mayor Barbara Ahmann, second to the motion was made by Council member B. Waddell Reyes.

Voting in favor of the motion were Councilmembers: Ahmann, Reyes, Dorrell, Montoya, Freida and Lorenzo. Motion carried.

**Discussion and/or action to approve Resolution No. 2018-12: Designating an Applicant's Agent for Emergency Assistance through the Arizona Division of Emergency Management:** Town Manager, Heather Ruder explained that the designation of an applicant's agent is required to act on behalf of the town with regards to the recent award of Hazard Mitigation Assistance funds. The funded project will address town Flood Wall Gate Remediation. It is customary for the Town Manager to be the agent.

Motion to adopt Resolution No. 2018-12 was made by Vice-Mayor Barbara Ahmann, second to the motion was made by Councilmember B. Waddell Reyes.

Voting in favor of the motion were Councilmembers: Ahmann, Reyes, Montoya, Dorrell, Freida and Lorenzo. Motion carried.

**Discussion and/or action to approve Resolution No. 2018-13: Participating in the Census 2020 Complete Count Committee and to encourage every person to be counted:** Town Manager, Heather Ruder reported that the goal of the regional Greenlee County Complete Count Committee is to plan and implement locally-based outreach

campaigns that raise awareness of the Census. She further explained that the only method for the public to be counted will be by electronic submittal.

Motion to adopt Resolution No. 2018-13 was made by Councilmember Dorrell. Second to the motion was made by Councilmember Freida.

Voting in favor of the motion were Councilmembers Dorrell, Freida, Montoya, Ahmann, Lorenzo and Reyes. Motion carried.

**Discussion and/or action to approve Resolution No. 2018-14: Adopting a policy and prescribing procedures for purchasing from the Mayor and any member of the Council:** Mayor Montoya explained that this resolution is a standard policy which should be reviewed annually.

Motion to adopt Resolution No. 2018-14 was made by Councilmember Freida. Second to the motion was made by Vice-Mayor Barbara Ahmann.

Voting in favor of the motion were Councilmembers: Freida, Ahmann, Montoya, Dorrell, Lorenzo and Reyes. Motion carried.

**Discussion and/or action to initiate the process to change the meeting time of the Council's Regular monthly meeting:** The Town Manager explained that she is recommending the change in time to encourage public participation as well as allow town department supervisors to attend without an impact to the budget. Presently, employees who might need to attend the evening meeting run into overtime. Ms. Ruder also provided a list of other governing entities meeting times within Greenlee County. Those meetings are scheduled during earlier during the day.

Discussion from Council included concern of a possible time conflict for those who might want to attend the Duncan Town Council Meeting then travel to Clifton to attend that meeting. The general consensus was to meet earlier.

Prior to making a final decision on the time change, Town Manager Ruder explained that the town code would have to be amended since the 7:00 p.m. time is noted in the ordinance. If allowed, an alternative amendment to the ordinance would be include verbiage to allow the Town Council to determine the regular meeting from time to time by Resolution. Town Staff to contact the town's legal counsel to confirm if this is acceptable.

The item was tabled.

**Discussion and/or action to reschedule the November 8<sup>th</sup> Regular Meeting to November 15<sup>th</sup>:** Town Manager, Heather Ruder explained that she will be attending the Arizona Floodplain Manager's Fall Seminar on November 8<sup>th</sup> which is the date of the next regular council meeting. She explained that it is important training session that she needs to attend.

Motion to reschedule the November 8th Regular Meeting to November 15th was made by Councilmember Freida. Second to the motion was made by Councilmember Dorrell.

Voting in favor of the motion were Councilmembers: Freida, Dorrell, Montoya, Ahmann, Lorenzo and Reyes. Motion carried.

**Manager's Report:** Ms. Ruder reported on the following activities and projects:

- Provided an update on the Freeport McMoRan-Community Investment Fund Grant submittal. Explained that the project submitted was for the sludge removal at the town's Wastewater Treatment Plant.
- Reported that the Request for Proposals has been released seeking an architect for the CDBG Grant Project for the town's Community Center- ADA Compliance. Submittal deadline is October 4, 2018.
- Explained that the development of the town's General Plan continues to move forward. A public outreach event has been scheduled for November 4th and the next stakeholder's guidance team will regroup on Monday, November 5th.
- Reported that she has been in contact with Dave Bang Associates regarding an onsite quote for playground equipment, which will be paid by United Way Grant Funds.
- Regarding the Wastewater Treatment Facility, she is waiting for quotes for the sludge removal as well as the cost to cut/open access to the digester. She also reported that she has been in contact with Rain for Rent, who will demonstrate a pump that may be able to remove some of the sludge at no cost to the town.
- Commended the Town Clerk for her efforts to assure a smooth election process and the Code Enforcement Officer, Angel Maldonado for receiving her Building Inspector's Certificate.

**Executive Session Pursuant to A.R.S. §38-431.03 A. (7) Discussion with the Town Manager to consider and instruct her regarding the sale of town property on Chase Creek Street:** At approximately 8:31 p.m. motion to convene into executive session was made by Vice-Mayor Barbara Ahmann. Second to the motion was made by Councilmember Barbara Reyes.

Voting in favor the motion were Councilmembers: Ahmann, Reyes, Montoya, Dorrell, Freida and Lorenzo. Motion carried

At approximately 9:00 p.m. motion to adjourn the executive session and reconvene into regular session was made by Councilmember Barbara Reyes. Second to the motion was made by Councilmember Dorrell.

Voting in favor of the motion were Councilmembers: Reyes, Dorrell, Montoya, Ahmann, Freida, and Lorenzo. Motion carried.

**Adjournment:** Motion to adjourn was made by Vice-Mayor Ahmann, seconded by Councilmember Lorenzo.

Voting in favor of the motion were Councilmembers: Ahmann, Lorenzo, Montoya, Dorrell, Freida and Reyes. Motion carried.