

**Minutes
Town of Clifton
Regular Town Council Meeting
January 14, 2016
7:00 P.M.**

Members Present

Felix Callicotte, Mayor
Luis Montoya, Vice Mayor
Barbara Ahmann, Councilmember
Ray Lorenzo, Councilmember
Roy Tyler, Councilmember
B. Waddell Reyes, Councilmember
Ray West, Councilmember

*Absent

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: Daniel Cervantez commended the Clifton Police Department, the Greenlee County Sheriff's Department and the Gila Health Resources Medics for their immediate response to recent 911 calls in the Chase Creek neighborhood.

Council Reports: Vice-Mayor Luis Montoya suggested that staff consider scheduling the budget process, hoping to allow plenty of time for staff and Council to work together in the process.

No reports were provided by the rest of the Council.

Consent Agenda: Council member Ray West made a motion to approve the following items as presented:

1. Approval of the December 10, 2015 Regular Meeting Minutes;
2. Receive Department Reports;
3. Approval of December 2015 Demands.

Second to the motion was made by Council member Ray Lorenzo. Motion carried.

Old Business

Discussion and/or action regarding the status of the Clifton House, LLC. : Town Manager, Ian McGaughey reported that he was in receipt of an email notification from Mr. Lynn Ray stating that he plans to demolish the building and is in the process of obtaining quotes from a suitable contractor or possibly doing the work himself. He mentioned that he will provide a timeline by the end of January.

New Business

Presentation on potential grant opportunity from the Arizona Department of Housing – Chad Crockett, Bowman Consulting: Mr. Crockett provided a power point presentation highlighting the two funding sources available from the Arizona Department of Housing. These funding sources are the State Special Projects Account and the Colonia's State Set Aside.

He explained that the Town of Clifton qualifies as a Colonia community because it is a community in the U.S. Mexico border region of Arizona and lacks an adequate sewage system due to its aging/inadequate condition. The Colonia's State Set Aside funds are available every two years and approximately \$2 million will be available for the

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state wide competition. Mr. Crockett further explained that upgrading the town's aging sewer collections system qualifies as an eligible project for this funding source.

Mr. Crockett also recommended that the town apply for the State Special Projects Funds to cover the necessary engineering costs to identify/map out the current sewer collection system which will be required prior to identifying the problem areas to make the repairs as proposed in the Colonia Set-Aside application. This project will require the town to apply for approximately \$300,000 to cover the engineering.

Mr. Crockett explained that Bowman Consulting already is contracted by the Town for General Engineering Services and proposes to assist the town in the application process. Their fee would not exceed \$12,000 for this service.

Discussion and/or action to authorize the submission of grant applications to the Arizona Department of Housing for potential funding from the State Special Projects Account and the Colonia's State Set Aside Funds for projects relating to the town's sewer system.: Council member Barbara Ahmann made a motion to authorize the submission of grant applications for the town's sewer collection system and authorize the expenditure of \$12,000 to cover the engineering fees as proposed by Bowman Engineering. Second to the motion was made by Council member Ray West. Motion carried.

Presentation of Town Proclamation in Honor of Walter Mares.: Mayor Callicotte read the proclamation and together with the rest of the council, presented the framed document to Walter Mares. Mr. Mares expressed his thanks and gratitude for the honor.

Discussion and/or action to amend the Town's Personnel Policy; by adding an Accounting Specialist to the Job Descriptions Section and amending the current Court Clerk's job description: Town Manager, Ian McGaughey reported that the town's personnel committee has reviewed and recommends the proposed amendments to the Court Clerk's job description and the addition of the Accounting Specialist job description. Additionally, the Court Clerk's additional duties have also been approved by the Superior Court Judge.

Motion to amend the Town's Personnel Policy as recommended by the personnel committee was made by Council member Roy Tyler. Second to the motion was made by Council member B. Waddell Reyes. Motion carried.

Discussion and/or action to authorize the Mayor to execute a lease agreement between the Town of Clifton and the Chamber of Commerce for shared office space at the current Visitor's Center: Town Manager, Ian McGaughey requested that council table the item until Visitor's Center and Chamber of Commerce representatives have an opportunity to meet to discuss issues of concern.

Vice-Mayor Luis Montoya made a motion to table the item. Second to the motion was made by Council member Ray Lorenzo. Motion carried.

Discussion and/or action to consider the proposal from Rode Inn Motel, Gary Kiehne, Owner to develop or improve the Veteran's Park Parking area.: The Town Manager provided a brief follow-up on the recent work session discussion relating to the Veteran's Park Parking area where the Rode Inn Motel personnel proposed parking lot improvements in exchange for use of the lot for their patron parking. However, no formal proposal had been received by the town from the Rode Inn Motel.

Council member Ray West made a motion to table the item. Second to the motion was made by Vice-Mayor Luis Montoya. Motion carried.

Discussion and/or action to authorize the Mayor to execute an Access Easement between the Town of Clifton and Go-Go Gas, Lex Harrington, owner: The Town Manager explained that the lease agreement has been prepared by the town's legal counsel however the terms of the agreement still need to be determined. Previous discussion from the Town Council included a request for Mr. Harrington to provide in detail his proposed improvements to the property as he had suggested to comply with compensation for use of the property. Additional input from the Arizona Department of Transportation regarding the project was also a concern that needed to be provided to the council prior to any further consideration.

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Mr. McGaughey also reported that he had forwarded the proposed Go-Go Gas diesel pumps development documents for review and comment to the to the Arizona Department of Emergency Management (DEMA) and the Federal Emergency Management Agency (FEMA) due to the project affecting the town's floodplain. Mr. McGaughey reported that both agencies had reviewed the documents and concluded "that the proposed Clifton Gas station minor improvement in the open space area will not cause any adverse impact to the community. Therefore, the Clifton Gas Station can proceed with their proposed improvement plan."

Council member B. Waddell Reyes made a motion to table the item until more information is provided from all remaining parties. Second to the motion was made by Council member Ray Lorenzo. Motion carried.

Town Manager's Report: Mr. McGaughey, provided updates and status reports on some of the projects he has been working this past month:

*A meeting with all affected agencies required to implement a "Quiet Zone" has been tentatively scheduled for February 11, 2016.

*The council was notified that the first "sewer plug" has been installed to a residence for non-payment of an outstanding account after the appropriate attempts to contact the customer.

*Notified the council that the town had been awarded \$135,000 for the soccer field development from the FMI Community Development Investment Grant Funds. Also mentioned the issue of a potential land exchange at this site affecting the town and FMI.

*Reported that the town's legal counsel is drafting a lease for use of town property by the Community Garden.

*Reported that the budget process is scheduled to begin by the end of this month with forms and information to be provided to department supervisors.

Adjournment: Motion to adjourn was made by Council member Ray West. Second to the motion was made by Council member Barbara Ahmann. Motion carried.