

Minutes
Town of Clifton
Regular Town Council Meeting
October 12, 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: Daniel Cervantez thanked the Public Works Department for their recent efforts to clean out the drain along Comb St.

Sheriff Sumner expressed his concern regarding recent information provided to the Greenlee County Board of Supervisors from Bill Harmon, Safford District Engineer. The Arizona Department of Transportation representative reported on potential future plans to shut down traffic access outside of the FMI mine north of U.S. Highway 191.

Council Reports: Councilmember Dorrell reported on her progress as a participant in the Flinn-Brown Civic Leadership Academy of Arizona.

Councilmembers' Ahmann and Reyes expressed their thanks to all who worked towards making the Hill Climb Event a success and noted that in order for the event to continue, corporate or local business sponsorship would have to commit in order for the racing association to return.

Councilmember Ahmann provided members of the council with invitations to the forthcoming Colors of Copper Event.

Mayor Callicotte expressed his thanks to the ladies serving coffee on the "stretch" hoping to keep weary drivers alert. He also relayed words of appreciation from Jackie Norton, PJ's Restaurant, for the town's involvement in the ongoing road/sidewalk improvements currently underway. He also acknowledged the recent clean-up of the Ward Canyon Cemetery by the Public Works Department.

Consent Agenda: Motion to approve the following items as presented was made by Councilmember Ray West:

1. Approval of the September 14, 2017 Regular Meeting Minutes;
2. Receive Department Reports;
3. Approval of September 2017 Demands.

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

Old Business

Discussion and/or action to authorize the purchase of an asphalt zipper machine: Vice Mayor Luis Montoya stated that he had reservations about making the purchase at this time. He expressed his concerns to include that the item was not included in this year's budget and questioned whether the town had all the necessary equipment to restore a street after use of this equipment.

Councilmember West referred to the recent work session where the matter was discussed at length and recalled that the conclusion of that meeting was to establish a Roads/Streets Committee to develop a plan to recommend and guide the public works department.

Vice-Mayor Luis Montoya made a motion to NOT purchase the asphalt zipper machine. Second to the motion was made by Councilmember Ray West. Motion carried unanimously.

Discussion and/or action to determine the procurement method to purchase the asphalt zipper machine:

- a. **Authorize the Mayor to execute the HGACBuy – Interlocal Contract for Cooperative Purchasing (or)**
- b. **Initiate the town's procurement process as defined by Chapter 33: Purchasing; Clifton Town Code**

The discussion to determine the procurement method was not addressed due to the decision not to purchase the equipment. No discussion or action was taken.

New Business

Discussion and/or action to award the bid for the 2018 Chevrolet Tahoe for use by the Clifton Volunteer Fire Department: Town Manager, Ian McGaughey explained that only one bid had been received for the vehicle. The proposal was submitted by Kempton Chevrolet. Mr. McGaughey explained that 50% of the funding for this vehicle was included in this year's budget and the remaining 50% will be paid from the Clifton Volunteer Firefighters Fund. He also noted that the bid includes the necessary emergency lights and communication equipment.

Motion to award the bid to Kempton Chevrolet for the 2018 Chevrolet Tahoe in the amount of \$51,993.41 was made by Councilmember Barbara Ahmann, second to the motion was made by Councilmember Laura Dorrell. Motion carried.

Discussion and/or action regarding the following town committees:

- a. **Appoint members to the Roads/Streets Committee:** The Town Manager explained that the recent work session to discuss the potential purchase of road/street equipment resulted in a suggestion to establish a council committee to address the town's needs related to roads/streets. Councilmembers' Dorrell, Reyes and Lorenzo have volunteered to serve on this committee.

Motion to appoint Councilmember's Dorrell, Reyes and Lorenzo to serve on the roads/streets committee was made by Councilmember West. Second to the motion was made by Vice-Mayor Montoya. Motion carried.

- b. Accept the resignation of Walt Mares and appoint Tony Ortega to the Grants & Funding Committee:** Motion to accept Mr. Mares' resignation and appoint Tony Ortega to the Grants & Funding Committee was made by Councilmember Dorrell. Second to the motion was made by Councilmember West. Motion carried.

Discussion and/or action regarding the 21st Annual Festival of Lights Event: Providing information on this year's event was Vice-Mayor Montoya who also serves as Chairman of the Festival of Lights Committee. One notable comment was the active participation of members of the Business Association of Chase Creek Area. He welcomed their support. Vice-Mayor Montoya reviewed the list of items being requested to assist in this year's event. These items include utilization of town resources and equipment.

The Vice-Mayor made a motion to authorize the request as submitted by the Festival of Lights Committee; second to the motion was made by Councilmember Ray West. Motion carried.

Discussion and/or action to appoint the Honorable John Basteen to serve as a part-time Juvenile Hearing Officer for the Town of Clifton: Town Manager, Ian McGaughey explained that Superior Court Judge, Monica Stauffer is requesting that the town formalize the appointment of the Honorable John Basteen to serve as a part-time Juvenile Officer for the Town of Clifton.

Motion to appoint the Honorable John Basteen to serve as a part-time Juvenile Hearing Officer for the Town of Clifton was made by Councilmember B. Waddell Reyes. Second to the motion was made by Councilmember Ray West. Motion carried.

Discussion and/or action to amend the Town of Clifton's Personnel Policy; Rule XX. Reporting of Travel and Business Expenses; Expense Advances: The Town Manager explained that he is recommending removing the "Expense Advance" section of Rule XX; Personnel Policy. Recent accounting issues to close out and reconcile expense advances have prompted him to reach this recommendation. Expense Advances affect meals since mileage should be reimbursed for actual mileage. Hotel expenses are charged to the town's credit card and would also have no effect on advances.

Vice-Mayor Luis Montoya made a motion to amend the Town of Clifton's Personnel Policy; Rule XX. Reporting of Travel and Business Expenses; Expense Advances as recommended. Second to the motion was made by Councilmember Ray Lorenzo. Motion carried.

Discussion and/or action to approve Resolution No. 2017-15: A Resolution committing local funds as leverage for pre-disaster mitigation and flood mitigation assistance grant funds: Mr. McGaughey reported that he is finalizing the grant application to address improvements to the town's 21 small flood gates. He explained that a resolution is required to formalize the commitment of local funds as leverage.

Motion to approve Resolution No. 2017-15 was made by Councilmember Barbara Ahmann. Second to the motion was made by Councilmember B Waddell Reyes. Motion carried.

Presentation regarding the results of the Town of Clifton’s Wastewater Treatment Plant Improvement Income Survey. Deborah Patton, Rural Development Specialist, Rural Community Assistance Corporation: The Town Manager provided a power point presentation on the survey results prepared by Ms. Patton. He explained that the median income for the Town of Clifton is \$30,000 which should be beneficial when submitting loan and grant applications to multiple funding agencies. He expressed his thanks to the residents for their response and participation.

Discussion and/or action to authorize the transfer of funds from the General Fund to the Sewer fund in the amount of \$20,265 to cover the FY17 negative cash balance as recommended by Clifton Larson Allen, LLP: Motion to authorize the transfer as recommended by Clifton Larson, Allen, LLP was made by Vice-Mayor Luis Montoya. Second to the motion was made by Councilmember Ray West. Motion carried.

Executive Session Pursuant to A.R.S. §38-431.03 A. (7) Discussion with the Town Manager to consider and instruct him regarding the sale of town property on Chase Creek Street.: Motion to convene into executive session was made by Vice-Mayor Luis Montoya. Second to the motion was made by Councilmember Ray West. Motion carried. (7:50 p.m.)

At approximately 8:11 p.m. Motion to reconvene into Regular Session was made by Councilmember Ray West, second to the motion was made by Vice-Mayor Luis Montoya. Motion carried.

Discussion and/or action to authorize the Town Manager to initiate the process to sell property parcel #200-88-003: Councilmember West made a motion to refer the matter of the sale of the property to the town’s Buildings Committee for their recommendations. Second to the motion was made by Councilmember Dorrell. Motion carried.

Manager’s Report: Mr. McGaughey reported on the following activities and projects:

- Reported that the Hill Climb Event was a success and informed the Council that this year’s Mayor’s Cup Trophy had been awarded to the town staff for their collaborative efforts in assuring a safe yet comfortable environment for both the race participants and the public.
- Explained that he has submitted the necessary permits to ADOT which are required to post the necessary signage informing drivers of the town’s Distracted Drivers Ordinance.
- Informed the Council that “no billing” discrepancies were found after the utility billing review was conducted by Cost Control Associates.
- Reminded Council that he had provided each member of the Council with a budget status report for the 1st Quarter Report for FY18.
- Stated that the Grants & Funding Committee has initiated an online survey to obtain community input on potential needs for parks.
- Working on scheduling a grand opening for the soccer field.
- Reported that Calvin Forgach, Police Cadet for the Town of Clifton will be graduating from the academy on Friday, October 20th.

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

Meeting adjourned at approximately 8:20 p.m.

Approved:

Felix Callicotte, Mayor

Attest:

Esperanza Castaneda, Town Clerk