

**Minutes**  
**Town of Clifton**  
**Regular Town Council Meeting**  
**July 13, 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:** Greenlee County Sheriff, Tim Sumner provided an update on the local community Crime Watch Program.

**Council Reports:** Council member Dorrell provided information on the Morenci Hiking Club. Mayor Callicotte noted that he is discouraged after monitoring motorists who continue to utilize cell phones while driving.

**Consent Agenda:** Vice-Mayor Luis Montoya made a motion to approve the following items:

1. Approval of the June 8, 2017 Regular Meeting Minutes;
2. Receive Department Reports;
3. Approval of June 2017 Demands.

Second to the motion was made by Council Member Ray West. Motion carried.

**Public Hearing on the FY 2018 Budget for the Town of Clifton:** Town Manager Ian McGaughey reviewed the highlights of the \$15,757,932 budget noting the inclusion of funding of a new wastewater treatment plant.

Commenting on the budget was local resident, Daniel Cervantez. He stated that he had attended some of the council work sessions and fully supports the document as presented.

Vice-Mayor Montoya directed his comments to the property tax rate and noted that the tax rate of 4.0837 was slightly higher than last year's rate, there was no requirement to implement the public notification process known as "Truth in Taxation." He also stated that the town's tax rate combined with the other local taxing authorities resulted in NO major impact to town residents.

**Old Business**

**Discussion and/or action to authorize the Mayor to execute a lease agreement between the Town of Clifton and Community Provider of Enrichment Services, Inc. (CPES):** Mr. McGaughey reported that the lease agreement had been finalized and reviewed by both parties.

Motion to authorize the Mayor to execute the lease agreement between the Town of Clifton and Community Provider of Enrichment Services, Inc. (CPES) was made by Council Member Ray West. Second to the motion was made by Council member Laura Dorrell. Motion carried.

## **New Business**

**Moment of silence honoring a former public servant, Frank Andazola Jr.:** Mayor Callicotte welcomed Mr. Andazola's son, Michael. The Mayor provided a brief history of Mr. Andazola's service to the community. A moment of silence was observed in his honor.

Michael thanked the Council.

**Discussion and/or action regarding Park Avenue properties identified as property parcel #200-82-051(e) and property parcel #200-89-015:** Town Manager, Ian McGaughey expressed concern regarding these properties. They have been evaluated by the town engineer which determines they are defined as dangerous buildings per the guidelines of the towns building code. Additionally, the town does have a legal obligation under the Abatement of Dangerous Buildings Ordinance to address this situation.

Addressing the Council was Bette Pine Antonson, Chairman of the Towns Historic Preservation Commission, expressed concern on losing another historic property. She explained that the Park Avenue area was constructed in 1907. She stated that it is important to preserve local history as a means of promoting tourism and economic development for the community. She offered suggestions provided by Mark Vinson, who also serves on the Commission. These suggestions include preserving the façade of the FMI properties and demolish that portion that is not salvageable and secure the old mortuary owned by Pat Loar.

Vice-Mayor Montoya expressed his concern on the current resident who is directly affected by the condition of these properties.

Mr. McGaughey reported that he has been in contact with FMI regarding their property and they have offered to donate the property to the town or to another party. He has not yet been successful in contacting with Mrs. Loar.

By consensus of the Council, the town should contact the owners to secure their buildings.

Motion to table any action at this time was made by Council Member West, second to the motion was made by Council Member Reyes. Motion carried.

**Discussion and/or action to add the Visitor Center Manager job description to the Personnel Policy:** Prior to any discussion, Council Member Ray West recused himself from any discussion on the matter.

Mr. McGaughey recalled that the Visitor's Center budget does allocate funding for a part-time position. Prior to advertising the position, a job description will need to be approved and incorporated into the town's Personnel Policy.

Council Member B. Waddell Reyes made a motion to add the Visitor Center Manager's job description as presented to the town's Personnel Policy. Second to the motion was made by Council Member Ray Lorenzo. Motion carried.

**Discussion and/or action to adopt the Primary Property Tax Levy for FY 2017:** Vice-Mayor Luis Montoya made a motion to adopt the primary property tax rate at 4.0837. Second to the motion was made by Council Member Barbara Ahmann.

By roll call vote the Council Members voting in favor of the motion were Council Members: Montoya, Ahmann, West, Dorrell, Lorenzo, Reyes and Callicotte. There were no votes opposing the motion. Motion carried.

**Discussion and/or action to adopt a Resolution No. 2017-10: Adoption of the Budget for FY 2017-2018:** Council Member West made a motion to adopt Resolution No. 2017-10 adopting the FY 2017-2017 Budget for the Town of Clifton. Second to the motion was made by Council Member B. Waddell Reyes. Motion carried.

**Discussion and/or action regarding the donated playground equipment:** The Town Manager reported that the playground equipment donated to the town by the Clifton Unified School District is currently in poor condition. He explained that parts are missing and attempts to piece together the equipment have not been successful. Attempts to seek outside help to reconstruct the playground equipment have also failed due to concerns of liability and safety issues. He concluded that staff's recommendation is to sell the equipment as scrap metal and possibly seek grant funding for new playground equipment.

The Park Manager, Tony Ortega concurred with the Town Manager's comments and expressed his concern regarding the liability and safety of the equipment.

Council Member Ray West made a motion to sell the playground equipment by auction. Second to the motion was made by Council Member Dorrell. Motion carried.

**Discussion and/or action to adopt Resolution No. 2017-13: A Resolution amending the fees for the North Clifton RV Park and North Clifton Recreation Area:** Town Manager, Ian McGaughey reported that the matter of rates and fees had been referred to the Rates and Fees Committee. The Committee has recommended a rate increase for these fees. The town has provided the required public notification process. Additionally, current residents will be given ample notice of the increase which will become effective September 1, 2017.

Motion to adopt Resolution No. 2017-13 was made by Vice-Mayor Luis Montoya. Second to the motion was made by Council Member Ray West. Motion carried.

**Discussion and/or action to amend the Schedule of Misc. Fees as recommended by the Rates and Fees Committee:** Mr. McGaughey explained that the committee had also reviewed the Schedule of Misc. Fees and also recommend increases. This schedule of fees will also become effective September 1, 2017.

Vice-Mayor Luis Montoya made a motion to approve the amended Schedule of Misc. Fees to become effective September 1, 2017. Second to the motion was made by Council Member Ray West. Motion carried.

**Discussion and/or and action to establish the hire date for town employees who are eligible to participate in the Public Safety Personnel Retirement System:** Town Clerk, Espie Castaneda explained the recent changes to the Public Safety Personnel Retirement System benefit plan. The retirement benefit plan has been enhanced to offer a new option known as "Tier 3" which will be offered to eligible participants who are hired on July 1, 2017 or later. This new option is in addition to the "Tier 2" plan. Eligible participants will have 90 days from their hire date to decide which benefit package they will choose. This choice is irrevocable for the duration of their membership within the Public Safety Personnel Retirement System (PSPRS).

The uncertainty of the hire date affects cadets who are hired by the town and attend the academy. During this time, they are not eligible to participate in the PSPRS because they do not meet the membership requirements. Members must be certified peace officers.

Presently, cadets are entitled to all benefits offered by the town on their initial hire date. It is the recommendation of the PSPRS Local Board to establish the hire date for town employees to participate in the PSPRS as the initial date of hire for the purpose of determining the 90 day period an employee will have to determine their election into the benefit plan of their choice.

Motion to accept the recommendation of the PSPRS Local Board to establish the hire date as the initial date of hire for employment with the town was made by Council Member Barbara Ahmann. Second to the motion was made by Council Member Ray West. Motion carried.

**Discussion and/or action regarding the recommendations from the town's buildings and properties committee:** Reporting on behalf of the committee was Committee Member, Ray West. He explained that various options to utilize the Train Station and the Elk's Lodge building to expand town services was discussed however, funding for the renovations is essential. The committee recommends selling the Chase Creek buildings to establish a fund to hire an architect to evaluate these buildings and provide the town with conceptual designs for use of town services.

Vice-Mayor Luis Montoya made a motion to authorize the town manager to initiate the process to sell the Chase Creek buildings. Second to the motion was made by Council Member B. Waddell Reyes. Motion carried.

**Discussion and/or action regarding the proposal to enter into a rental agreement between the Town of Clifton and Ed and Patti Weiss for 236 Chase Creek St.:** The Town Manager reported that Ed and Patti Weiss are exploring the option to expand their current business activities as a bait and tackle shop while utilizing the extended space for their current upholstery business. They propose the same terms as approved by the town for use of 234 Chase Creek St. (\$300 plus 10% of gross sales on a month by month rental).

Vice-Mayor Luis Montoya made a motion to authorize the Town Manager to enter into a rental agreement. Second to the motion was made by Council Member Laura Dorrell. Motion carried.

**Discussion and/or action approve the following revisions to the Town's Personnel Policy as recommended by the Personnel Committee:** Mr. McGaughey reported that the Town's Personnel Committee has reviewed the current policy with the advice and guidance of the town attorney and recommend the following changes some of which will bring the town's policy in accordance with Federal and State law:

- a. Resolution No. 2017-11: Amending Rule IV Fringe Benefits Related to Accrual of Vacation Leave for Employees working four ten-hour shifts and the addition of bereavement leave.
- b. Resolution No. 2017-12: Amending Rule XIII Merit, related to merit-based and cost of living wage increases for employees.
- c. Adding Rule XXV. Drug-Free Workplace, Drug and Alcohol Abuse and Testing
- d. Adding Rule XXVI. Dress Code Policy
- e. Adding Rule XXVII. Fraternization and Nepotism Policy
- f. Resolution No. 2017-14: Amending Rule IV. Fringe Benefits Related to the accrual of Sick Leave.

Motion to approve all of the recommended amendments and additions to the town's personnel policy was made by Council Member B Waddell Reyes. Second to the motion was made by Council Member Barbara Ahmann. Motion carried.

**First Reading of Ordinance No. 05-2017: Amending Title V. Public Works, Chapter 51 Wastewater, by amending Section 51.24 Enforcement, related to the turn-on charge for reinstatement of utility services:** Town Manager, Ian McGaughey reported that through the course of the codification process, this section was not updated to reflect the current charge for reinstatement of utility services.

The Mayor read the title paragraph of the ordinance as required in the ordinance adoption process.

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

- Reported that the town had been awarded \$272,000 from the Arizona Department of Housing through the State Special Projects 2016 grant funding;
- Informed the Council that the special survey to obtain median income from town residents have been mailed out;
- Notified the Council that there was a temporary shut-down at the wastewater treatment plant in order to transfer the town's effluent to the new FMI wastewater treatment plant;
- Explained that the town's conservative budget does not include potential donations to various non-profits who seek the town's financial support. Reminded members of the Council that any requests would need approval from the Council's contingency fund.
- Noted that the Town Hall location sign has been re-installed after a lengthy absence.
- Stated that he would be attending the Arizona City Manager's Summer Conference in Marana, AZ scheduled later this month.

**Adjournment:** Motion to adjourn the meeting was made by Council Member West, second to the motion was made by Council Member Reyes. Motion carried.

Meeting adjourned at approximately 8:30 p.m