

**Minutes
Town of Clifton
Town Council Regular Meeting
October 10, 2024
2:00 P.M.**

Members Present

Mayor Laura Dorrell

Vice-Mayor Anthony James

Council member Ray Lorenzo*

Council member Ray West

Council member Karen Crump-Frye**

Council member Janeene K. Carrillo

***Excused**

****Participated via telephone**

Quorum Present

The Town's legal counsel, Michelle Stinson, participated via telephone.

The meeting was called to order by Mayor Laura Dorrell followed by the Pledge of Allegiance.

Call to the Public:

Council Reports:

Council Member Carrillo informed that a group visited the County Animal Shelter last week Clifton will still be working towards the no-kill proclamation it will take time to get to that goal.

Vice-Mayor James discussed the ribbon cutting ceremony at the Wastewater Treatment Plant that took place right before the meeting. The plant is up and running, the town is excited that with the grants received and hard work that it is now operational.

Mayor Dorrell reminded the public that the Code Enforcement Officer has a trash trailer that is available for the public to use for cleaning up their property. Residents can request the trailer to be dropped off, they fill it with garbage and it will then be picked up by the Code Enforcement Officer and emptied at the landfill at no charge to the resident. Dorrell also briefly mentioned that she assisted staff in writing six grants over the last month and that Clerk Jernigan would discuss them more later in the meeting.

Consent Agenda:

The Motion to approve the following items as listed under consent agenda was made by Council Member Carrillo, seconded by Council Member West

1. Approval of the September 12, 2024 Minutes
2. Receive Department Reports;
3. Approval of September 2024 Demands.

Voting in favor of the motion were Council Members: Dorrell, James, Crump-Frye, and Carrillo

Motion Carries

Old Business

Discussion and/or action to authorize the Mayor to execute contract for Wastewater Treatment Plant Services with Skinny Horse Services

Clerk Jernigan informed the Council that contract had been updated to reflect in more detail the services that will be provided. Previously Skinny Horse had been told they did not need their own insurance, after being told that they need insurance, they immediately began working on obtaining it. Clerk Jernigan recommended still moving forward with the contract at this time. Vice-Mayor James questioned Legal Counsel Michelle Stinson who stated that they would be on site performing services.

Motion to authorize the Mayor to execute contract for Wastewater Treatment Plant Services with Skinny Horse Services contingent on them obtaining insurance was made by Council Member Crump-Frie, seconded by Vice-Mayor James

Voting in favor of the motion were Council Members: Dorrell, James, Crump-Frye, and Carrillo

Motion Carries

New Business

Presentation of “Arizona America250” by Laura Terech from the Office of the Arizona Secretary of State

Presented on the topic “Arizona America250” Celebrating and commemorating the 250th anniversary of the signing of the Declaration of Independence, Our Nation’s Semi-quincentennial. There will be events going on throughout Arizona promoting the history and celebration in 2025 and 2026.

Discussion and/or action to “Arizona America250” presentation

Council discussed and showed interest in getting the Town of Clifton involved in the celebrations and showing support.

United Way of Graham and Greenlee Counties Check Presentation

Denise Benton and Amanda Patterson represented United Way of Graham and Greenlee Counties to present a check to Dispatch Supervisor Delfina Pilgrim and Chief Omar Negrete for a \$200,000 grant for a new Records Management Software. The new software will aid the department in a smoother transition for the 911 dispatch consolidation that has already taken place and the full dispatch consolidation that is still being worked on. The consolidation is combining the Clifton Police Department’s and Greenlee County’s dispatch departments.

Employee Service Recognition plaques presented by Council Member Carrillo on behalf of the Council

Council Member Carrillo announced the Council would be working on commemorating staffs’ milestones of years of service to the town. Currently they are catching up for the year and Council Member Carrillo presented the following employees with plaques:

Chief Omar Negrete – 15 years

Lt. Shari Aguilar- 10 years

Dispatch Supervisor Delfina Pilgrim – 18 years

Fire Chief Ricky Varela- 18 years

Town Clerk Cecilia Jernigan – 11 years

Members of the public also commented and commended the staff for all of their hard work and stated that they have been doing a fantastic job, especially lately.

Discussion and/or action to approve \$86,509.53 for Sunland Asphalt & Construction, LLC, an authorized vendor with 1 Government Procurement Alliance (1GPA), to provide road and street maintenance to Chase Creek Street

and to authorize the Mayor to execute the Purchase Order Contract between the Town of Clifton and Sunland Asphalt.

Clerk Jernigan presented the quote to the Council and discussed the Roads & Streets Committee's plan to maintain/preserve a street every year as well as re-paving a street every year based on the current year's budget. A member of the public suggested and requested that Laine Blvd be chip-sealed. The Mayor noted that Morenci Water & Electric is currently working in the area.

Motion to approve \$86,509.53 for Sunland Asphalt & Construction, LLC, an authorized vendor with 1 Government Procurement Alliance (1GPA), to provide road and street maintenance to Chase Creek Street and to authorize the Mayor to execute the Purchase Order Contract between the Town of Clifton and Sunland Asphalt was made by Vice-Mayor James, seconded by Council Member Carrillo

Voting in favor of the motion were Council Members: Dorrell, James, Crump-Frye, and Carrillo

Motion Carries

Discussion and/or action to approve \$362,213.83 for Sunland Asphalt & Construction, LLC, an authorized vendor with 1 Government Procurement Alliance (1GPA), to provide road and street maintenance to Park Avenue and to authorize the Mayor to execute the Purchase Order Contract between the Town of Clifton and Sunland Asphalt.

Clerk Jernigan presented the quote to the Council. Explained that the quote does not contain the sidewalks as previously thought. The sidewalks were part of the different options that would cost \$288,000 minimum in addition to the almost \$90,000. It is not recommended at this time to do the sidewalks due to the budgetary constraints. The quote also is the entire cost of Park Ave, the town will work with Morenci Water & Electric to address dividing the quote for them to cover their portion of the costs.

Motion to approve \$362,213.83 for Sunland Asphalt & Construction, LLC, an authorized vendor with 1 Government Procurement Alliance (1GPA), to provide road and street maintenance to Park Avenue and to authorize the Mayor to execute the Purchase Order Contract between the Town of Clifton and Sunland Asphalt was made by Vice-Mayor James, seconded by Council Member Carrillo

Voting in favor of the motion were Council Members: Dorrell, James, Crump-Frye, and Carrillo

Motion Carries

Discussion and/or action to approve the updated job description for Equipment Mechanic for Personnel Policy book

Clerk Jernigan informed the Council that there is a vacancy in Public Works there is a need for an Equipment Mechanic. The job description currently states that they "must" have a Commercial Driver's License, it does not state "shall" have one. The change would allow for the applicant to obtain a CDL within in six months of hire. This will allow the applicant to benefit from the town's resources to help them obtain their CDL.

Motion to approve the updated job description for Equipment Mechanic for Personnel Policy book was made by Council Member Carrillo, seconded by Vice-Mayor James

Voting in favor of the motion were Council Members: Dorrell, James, Crump-Frye, and Carrillo

Motion Carries

National Fitness Campaign Proclamation – Mayor Laura Dorrell

Clerk Jernigan explained to the Council that a partial grant has been obtained through the National Fitness Campaign to help bring an exercise park that is interactive with an app if users would like. The park has 7 stations for users to workout

on that include steps, lunges, pullups, and more. With the Mayor's help in writing the grant the town received partial funding for \$50,000 for the park. The town has also applied for additional funding to help cover the remainder of the costs for the park. The Town will still have to provide some funding towards the project.

Mayor Dorrell read the National Fitness Campaign Proclamation

Interim Manager and Town Clerk Report

Interim Town Manager/Chief Negrete attended the FMI Town Hall earlier in the week and found it to be very informative to learn what FMI is working on in our area and elsewhere. Negrete thanked the Council for passing the job description, this will help to fill the positions easier. We are currently working on creating different Laborer levels in Public Works in the hopes to help encourage current and future staff to obtain different certifications.

Clerk/Interim Town Manager Jernigan updated the Council on the Town Manager recruitment process the recruitment agency checked in and asked a few questions on the Town of Clifton. The agency also requested pictures of the "Town Manager" house, our Parks and Recreation department is currently stepping out of normal responsibilities and cleaning up the house for the pictures.

KE&G will be coming in and doing a more in-depth training on different areas of the Wastewater Treatment Plan, Mayor Dorrell also mentioned how important it is for us to contact KE&G for any problems that occur in the first year.

The Lift Station projects have been delayed by a couple of weeks due to a design error in the power supply. A solution has been created and KE&G is waiting for the parts. Both Paradise and Ward Canyon lift stations should be operational by November 8th, work will continue in the area of the lift stations for fencing and such. The entire project should be done by the end of November.

The Town applied for five grants through United Way: the remainder of the fitness park, the train depot roof, demolition of the Elks Lodge building, Sewer consultant services, and Triangle Park mural project.

In addition to changing our financial software for the town, we are changing our 3rd party credit card vendor from PSN to Point & Pay

Adjournment

Motion to adjourn made by Vice-Mayor James, second to the motion made by Council Member West

Voting in favor of the motion were Council Members: Dorrell, James, Crump-Frye, and Carrillo

Motion Carries

Meeting ended at approximately 3:28 pm

**Members of the Clifton Town Council may attend either in person or by telephone, video, or internet conferencing.*

**Doors open to Council Chambers at 1:30 p.m. for public seating.*

**The Town Council may convene in Executive Session pursuant to ARS § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding any above agenda items, as needed. The public may be asked to temporarily relocate if an executive session occurs. The public will be invited back into Council Chambers when the Council returns from executive session*