

**Minutes
Town of Clifton
Town Council – Special Session
April 9, 2018
10:00 A.M.**

Members Present

Luis Montoya, Mayor
Barbara Ahmann, Councilmember
Laura Dorrell, Councilmember
Ray Lorenzo, Councilmember
B. Waddell Reyes, Councilmember
Ray West, Councilmember
Vacant, Councilmember

*Excused

A quorum was present.

Call to Order: The meeting was called to order by Vice-Mayor Luis Montoya followed by the Pledge of Allegiance.

A moment of silence was observed due to the recent passing of Mayor Felix Callicotte.

Work Session Discussion

Information regarding wastewater funding options. Mark Reader, Stifel, Inc.: Mr. Reader provided a power point presentation outlining the potential funding sources and projected construction estimates for both the town's wastewater treatment plant and collection system. Additional information included an analysis of the current user rates being collected by the town.

The presentation identified possible outside funding sources which include USDA-RD grant funding and/or loan options; Arizona Department of Housing/Colonia Funding which could be used in addition to town user fees. A possible funding option would be to seek voter approval for a secondary property tax. The town's bonding capacity is \$3,200,000.

Mr. Reader also provided an individual cost estimate of both the Wastewater Treatment Plant (WWTP) and the Collection System. At this time the estimate for the WWTP totaled \$2.6 million while the Collection System estimate is \$10 million. The collection system estimate included the possibility of installing shut-off valves to each user's site as an enforcement tool.

Discussion from the Council included their immediate concern of the current condition of the WWTP and the recent failure of operational issues. The consensus of the council was to address the improvements in phases with priority given to the WWTP.

Mr. Reader suggested that he initiate a conference call with USDA-RD representatives to expedite the process due to the severity of the town's WWTP.

The Work Session portion of the meeting recessed at 11:00 a.m. and would resume at 11:10 a.m. as directed by the Mayor.

The Mayor called for the meeting to resume at approximately 11:10 a.m.

Budget Work Session:

Public Comment: Mayor Montoya invited members of the Public to present their thoughts related to the FY19 Budget at this time.

First to address the Council was Mr. Steve Ahmann who requested the town consider allocating \$2,500 funding for future park development on town owned property located near the Arizona Department of Highway - San Francisco Bridge and the Clifton House RV Park. He also stated that he would be pursuing grant funding toward the proposed project.

Mayor Montoya requested that Mr. Ahmann provide a complete cost estimate of the development to include operation and maintenance costs which would impact the town's budget.

Mr. Ahmann also offered information on possibly maintaining the historic check dams in town. He may have a team of laborers who could do some clearing of the check dams in exchange for the town to provide accommodations. Mr. Ahmann estimated \$1,000 per week.

Councilmember Ahmann mentioned that the Colors of Copper may seek a donation from the town to establish an award or prize to memorialize Mayor Callicotte.

Health Insurance Update – Justin Echols, Vector Financial: Mr. Echols, who is the town's insurance agent reported that the current provider, AETNA has notified the town that they will no longer continue to cover municipalities effective July 1, 2019. Since receiving the notice, he immediately initiated the search for new coverage equivalent to what the town now offers its employees.

Mr. Echols reported that he is recommending CIGNA who is also a level funded platform type of insurance. The new insurance coverage will impact the town's budget with a 13% increase but may see a significant refund from AETNA would was also a level funded platform after all outstanding claims are finalized make the impact flat.

Department Presentations: Prior to each department making their presentations, Mr. McGaughey reported that they had submitted conservative requests. Explained that the budget includes a property tax estimate without triggering the Truth -In-Taxation process. He explained that revenue estimates could change according to the League of Cities & Towns but doesn't foresee any major changes. He further explained that all requests as of this date have been incorporated into the budget and as it currently stands shows expenditures over available revenues. Highlights of each budget were presented as follows:

Mayor & Council: Includes \$10,000 of town funding to cover the town's grant match to the General Plan and allocates \$100,000 of fund balance for use at the council's discretion.

Administration: funding is requested to re-stucco the front of the office complex as well as establish an adequate work area for the custodian.

Visitor's Center: Leslie Ray, Visitor's Center Coordinator explained that online exposure to access information from the Visitor's Center has prompted a significant increase in postage.

Code Enforcement – Angel Maldonado explained her request to modernize her field work capabilities by requesting a tablet or ipad with software specific to her work which would immediately share her onsite information with her office computer eliminating double entry of her work. She also plans to pursue obtaining a building inspector certification which may impact her hourly wage.

Fire Department – Fire Chief, Peter Ortega requested an increase in funding for safety equipment, radio equipment hoping to purchase a 6-unit deck and 3 radios and funding to replace SCBA packs. He would also like to purchase a small ac/heating unit for the fire station.

Public Works: Larry Barela, Director explained that he is requesting funding from the town's General Fund for the remaining street repair equipment as recommended by the Roads & Streets Committee. Also requesting a vehicle lift as a replacement to the current one at the shop as well as another storage container for equipment which is exposed to the elements.

He allocated funds from the HURF Funds to purchase an oil truck and a used dump truck.

If possible, from SEWER Funds would like to have funds allocated to purchase a secondary pump for the WWTP.

Police: Chief Negrete explained the need for a part-time records employee and requested funding to accommodate his request.

Magistrate Court: Judge Basteen is also seeking funding for a part-time clerk. He explained that he needs trained support staff to cover sick time or vacation time off when the full-time clerk is off.

RV Park: Park Manager, Tony Ortega is requesting \$5,000 to expand Wifi service at the park. Although there is service offered currently, the signal/area is limited. Referring to other town parks, he is hoping to purchase a riding lawn mower.

Library: Sabrina Dumas, Town Librarian indicated that she is not seeking an increase and hopes to reallocate funds within her budget to cover the expense of uniforms/polos shirts for her staff.

Discussion and/or action to authorize the emergency purchase and installation of a Muffin Monster Inline Grinder at the town’s waste water treatment plant as quoted by Capital Pump & Equipment: Town Engineer, Chad Crockett was present to report on the recent plant failure situation. He explained that raw sewage was not being processed at all causing solids to pass the entire system causing FMI’s pumps to fail because their pumps are not equipped to handle this type of discharge. Immediately, FMI and the town took the initiative to obtain the services of Burk’s Valley Sanitation to transport the waste up to the FMI facility until adequate pumps could handle the situation. This temporary fix continues. An immediate solution to break down the solids as much as possible would be to install the inline grinder which will break down the solids and FMI could restore their pumps to accommodate the discharge. Fortunately, there was no exposure of the discharge to the environment. Upon discovery of the problem, the discharge that did occur was immediately contained.

Motion to purchase the muffin monster inline grinder and fund the expense from the Mayor & Council’s budget as quoted by Capital Pump & Equipment to address the immediate situation was made by Councilmember Laura Dorrell. Second to the motion was made by Councilmember Barbara Ahmann. Motion carried.

Adjournment: Motion to adjourn was made by Councilmember Ray West, second to the adjmotion was made by Councilmember Ray Lorenzo. Motion carried.

Meeting adjourned at approximately 1:05 p.m.