

Minutes
Clifton Town Council
Special Session/Work Session
June 23, 2021
2:00 p.m.

Members Present

Mayor Luis Montoya
Vice-Mayor Laura Dorrell
Council member Anthony James
Council member Ray Lorenzo
Council member B. Waddell Reyes
Council member Ray West
Council member, Karen Crump-Frye

*Excused

Quorum Present

Call to Order: The meeting was called to order by Mayor Luis Montoya at approximately 2:02 p.m. followed by the Pledge of Allegiance.

New Business:

Discussion and/or action regarding the purchase agreement between the Town of Clifton and Midway Chevrolet for a Police Vehicle: Police Chief Negrete provided information regarding the status of the order to purchase a police package vehicle as approved by Council in January. He explained that the actual order was not finalized until March causing a delay in delivery of the unit. He further explained that in order for a unit to be delivered by June 30, the order needed to have been finalized prior to March. According to the Sales Representative at Midway Chevrolet, the next possible delivery date is August 2021. Chief Negrete explained his urgency to secure the purchase prior to the end of the fiscal year to the Sales Representative and since this delivery deadline was not possible, Midway Chevrolet expressed understanding of the circumstances.

Chief Negrete stated that delay in delivery of vehicles at this time is due to a global chip shortage caused primarily to the pandemic among other issues.

Chief Negrete further explained that he had also been in contact with the local vehicle dealer, Kempton Chevrolet to determine whether they might be able to deliver a new police package unit by the end of the town's fiscal year or risk lose his funding for a new vehicle.

Concerns expressed by the town's legal counsel was that she would have to review the bridging contract between the town and Midway Chevrolet to determine terminating the agreement.

Mayor Montoya expressed his concern in justifying the emergency purchase due to a budget deadline. He further stated that he could not understand the delay in submitting the initial purchase.

Discussion also included concern on the age and condition of the current police vehicle fleet, possible changing from Chevrolet to Dodge and the potential allocation of fund balance in the FY 2022 budget to purchase a police vehicle. Discussion also revealed that funding for an additional police vehicle has been allocated in the Freeport McMoRan donation for police support in the FY 2022 budget.

Motion was made by Mayor Luis Montoya to continue with the purchase agreement between the town and Midway Chevrolet since there are funds secured for a police vehicle in the FMI Donated Funds Budget. Second to the motion was made by Council member B. Waddell Reyes.

Voting in favor of the motion were Council members Montoya, Reyes, Dorrell, James, West, Lorenzo and Crump-Frye.

Motion carried unanimously.

Discussion and/or action regarding an emergency purchase of a Police Vehicle from Kempton Chevrolet: The Town Attorney, Trish Stuhan explained that per the town code, only the Mayor has the authority to initiate an emergency purchase. That being said, Mayor Montoya stated that he will not authorize the emergency of a police vehicle as requested at this time.

Town Manager, Rudy Perez suggested that he be could allocated funds in the Mayor and Council's FY 2022 budget from Fund Balance to cover the cost of an additional vehicle for the police department.

Motion to implement the formal bidding process as required under the town's procurement policy for a police vehicle contingent on approval of the FY2022 budget was made by Mayor Luis Montoya. Second to the motion was made by Council member West.

Voting in favor of the motion were Council members Montoya, West, Dorrell, James, Lorenzo, Crump-Frye and Reyes.

Motion carried unanimously.

Discussion and/or action to reject the bids for the Town of Clifton Wastewater Treatment Plant Modifications: Town Manager Rudy Perez explained that all bids received for the project far exceeded the amount of available funding. An alternative procurement option to move forward with awarding a contract is currently being reviewed by the town attorney and will be explained during the work session portion of this meeting. However, in order to properly record the outcome of this formal bidding process, he recommends that Council reject all bids.

Motion to reject the bids as presented on the bid opening reports was made by Vice-Mayor Laura Dorrell. Second to the motion was made by Council member Ray West.

Voting in favor of the motion was made by Council members Dorrell, West, Lorenzo, Reyes, Crump-Frye, James and Montoya.

Motion carried.

Work Session Items for Discussion:

- a. Discussion regarding utilizing a cooperative purchase agreement under the Yuma Purchase Job Order Contract (JOC) for the Waste Water Treatment Plant Project:** Town Manager, Rudy Perez explained that the Town Engineer together with KE&G Construction Company proposed an alternative procurement option for the project. KE&G has been previously procured under the Yuma Purchase Job Order Contract for projects similar to the Waste Water Treatment Plant Project. Mr. Perez explained that this purchase agreement is similar to other cooperative purchasing agreements considered by the town.

The town attorney, Trish Stuhan explained that she has reviewed this procurement option to assure that it complies with Arizona Revised Statutes Title 34 which must be followed. Ms. Stuhan reviewed the original Yuma Purchase Job Order Contract to assure that the town's waste water treatment plant project was covered. She explained that a JOC guarantees that the project will be accomplished for the contract price. In order to move forward with this agreement, Ms. Stuhan stated that she will prepare a bridging agreement for Council to consider. Once the bridging contract is finalized both parties will refine the scope of work and cost estimate. The next proposed step will include procurement of supplies and materials followed by construction.

- b. Presentation of the proposed FY 2022 Budget. – Rudy Perez, Town Manager:** The Town Manager provided a power point presentation highlighting proposed revenue sources, comparing the proposed property tax rate to last years approved rate as well as reviewing each department's request. Additionally, Mr. Perez explained that he had incorporated a 5% pay increase for most employees and rate increases for entry level police officers, dispatchers and RV Park Rangers. He has factored these increases in this year's budget hoping to offer competitive wages. He reviewed cost projections for the continuation of health/dental benefits.

In conclusion, Mr. Perez noted that he will be adding funds to the Mayor and Council's budget from Fund Balance to cover the cost of the police vehicle discussed earlier in this meeting.

Adjournment: Meeting adjourned at approximately 4:44 p.m.