**Agenda**

**Town of Clifton**

**Regular Town Council Meeting**

**September 10, 2020**

**2:00 P.M.**

**Members Present**

Luis Montoya, Mayor

Barbara Ahmann, Vice-Mayor

Ray Lorenzo, Council Member

B. Waddell Reyes, Council Member

Ray West, Council Member

Laura Dorrell, Council Member

Anthony James, Council Member

\*Excused

A quorum was present.

Also attending via telephone was Town Attorney, Susan Goodwin.

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

**Call to the Public:** Local Clifton resident, Daniel Cervantez was glad to know that in-person Library services are once again available to the public.

**Council Reports:** Council member Laura Dorrell informed Council and members of the public that Gila Health Resources will be offering drive-thru flu shots and Covid-19 testing on September 12th.

She also reported on the annual river cleanup was also scheduled for September 12th.

Council member Ray Lorenzo reported that the Roads/Streets Committee has resumed its discussions related to projects affecting local roads.

Vice-Mayor Barbara Ahmann displayed her 8-year service award as presented by the League of Arizona Cities and Towns.

Council member Reyes reported that the Historic Preservation Commission is also active and has already met to address a pending issue.

Mayor Luis Montoya stated that he is pleased with the community’s response to the mask mandate and attributes this to the recent report that Greenlee County has attained all three benchmarks established by the Arizona Department of Health Services related to COVID-19.

The Mayor also read a letter from Susan Goodwin, the Town’s legal counsel, informing of her forthcoming retirement. On behalf of the town, Mayor Montoya extended his appreciation and congratulations to Ms. Goodwin.

There were no other reports.

**Consent Agenda:** Motion to accept the consent agenda as presented was made by Council member Ray West. Second to the motion was made by Council member Ray Lorenzo.

1. Approval of the August 13, 2020 Regular Council Meeting Minutes and the August 20, 2020 Special Session Meeting Minutes.

2. Receive Department Reports.

3. Approval of August 2020 Demands.

Voting in favor of the motion were Council members West, Lorenzo, James, Reyes, Dorrell, Ahmann and Montoya. Motion carried.

**New Business**

**First Reading of Ordinance No. 02-2020: An Ordinance of the Common Council of the Town of Clifton, Arizona, Amending the Official Zoning Map of Clifton, Arizona, By Changing the Zoning Classification of Property Located at 300 Shannon Road (Parcel 200-76-022) From Residential (R-2) to Commercial (CC-1).** The Town Clerk read the title of the ordinance as required as the first reading under the ordinance adoption process.

**Discussion and/or action to amend Section IV. Cash Receipts of the Town of Clifton’s Accounting Policies and Procedures:** Staff presented a recommended amendment to the town’s accounting policy. Specifically, the amendment defines Central Accounting and provides requirements and guidance on depositing all cash receipts on a weekly basis.

Motion to approve to amend Section IV. Cash Receipts of the Town of Clifton’s Accounting Polices and Procedures was made by Council member Reyes. Second to the motion was made by Council member Ray West.

Voting in favor of the motion were Council members Reyes, West, Lorenzo, James, Dorrell, Ahmann and Montoya. Motion carried.

**Discussion and/or action to amend the Clifton Volunteer Fire Department Constitution and By-Laws:** Town Manager, Rudy Perez explained that the last update to the By-Laws was in 2012. Major amendments to the document address appointment of officers, address any gender references to include both male/female and to add a section to address the use of social media by the department.

Mayor Montoya expressed concern about the town’s authority to approve the By-Laws. He explained that in FY2014 by recommendation of the town’s annual audit recommendations, the Clifton Volunteer Fire Department established their own non-profit organization in order to control their own funds. Since this was done, he questioned what relationship the town has with the Volunteer Fire Department.

This issue was to be researched by the town’s legal counsel for clarification prior to any further action on this agenda item.

The item was tabled.

**Discussion and/or action to approve $86,000 of Highway User Revenue Funds (HURF) to replace a retaining wall on Quinn Street**: Prior to any discussion on the matter, Council member Laura Dorrell recused herself from any discussion on the matter.

Town Manager, Rudy Perez provided Council members with documents supporting recent actions he has taken to address the retaining wall repair. He explained that he has contacted Morenci Water & Electric’s Insurance Company together with a cost estimate to repair the retaining wall. Additionally, he has filed a claim with their insurance Sedgwick Claims Management Services, Inc. A response has been received from the insurance company denying any responsibility for the damage. After consulting with the town’s legal counsel, it is suggested that the town consider moving forward with the draft letter demanding payment for the repair of the retaining wall.

Members of the Council expressed concern that immediate repair of the road is necessary. The consensus of the council was to move forward with the repair and attempt to recover the costs.

Motion to issue the letter demanding payment for costs of repairing the retaining wall to Morenci Water & Electric Company within the time frame mentioned in the letter and approve implementing the bidding process should there be no response from the company was made by Vice Mayor Barbara Ahmann. Second to the motion was made by Council member Reyes.

Voting in favor of the motion were Council members Ahmann, Reyes, Lorenzo, James, West and Montoya.

Abstaining from the vote was Council member Dorrell.

Motion carried.

**Discussion and/or action to approve the recommendation of the Roads and Streets Committee to have the Town Manager identify and secure funding for a consultant to prepare a comprehensive Roads and Streets Pavement Assessment Study**: Roads and Streets Committee Chairman, Ray Lorenzo reported that the committee is revisiting previous plans to address town roads. The committee has agreed to pursue grants; determine which projects can be handled in-house vs. contracting out larger projects.

The Town Manager also explained that the committee would like to update the Road/Street Inventory which was last done in 1997. He stated that he hopes to seek grant funding for this report.

Motion to approve the recommendation to have the Town Manager identify and secure funding for a consultant to prepare a comprehensive roads and streets pavement assessment study was made by Council member West. Second to the motion was made by Vice-Mayor Ahmann.

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

Motion carried.

**Manager’s Report:** Town Manager, Rudy Perez reported on the following activities:

* Effective September 8, 2020 all town facilities have been fully opened to the public with precautionary measures in place to minimize exposure to COVID-19
* Reports that Bowman Consulting is currently working on preparing the bid documents for the Wastewater Treatment Improvement Project.
* Announced that the Zorilla St. Bridge will be officially opened on October 1.

**Adjournment:** Meeting adjourned at approximately 3:17 p.m.