

MINUTES

TOWN OF MIAMI

REGULAR MEETING OF THE MAYOR AND COUNCIL MONDAY, AUGUST 10, 2015 AT 6:30 PM

1. CALL TO ORDER:

Mayor Dalley calls the meeting to order at 6:30 pm.

2. PLEDGE OF ALLEGIANCE/INVOCATION:

Mayor Dalley led the pledge of allegiance, followed by Councilmember Medina leading the invocation.

3. ROLL CALL OF COUNCIL MEMBERS:

PRESENT: Mayor Dalley, Vice Mayor Reiman, Councilmember Black, Councilmember Castaneda, Councilmember Gonzales, Councilmember Hanson and Councilmember Medina.

STAFF PRESENT: Town Manager Heatherly, Town Attorney Goodwin, Town Clerk Norris, Development Services Department Paul Curzon, Librarian Delvan Hayward, and Police Chief Gillen.

4. CONSENT AGENDA:

- A. Consideration and possible action to approve Minutes of the July 27, 2015 Special Council Meeting.
- B. Consideration and possible action to approve Minutes of the August 3, 2015 Budget Public Hearing and Special Council Meeting.
- C. Consideration and possible action to approve the Town Payroll for July 20, 2015 to August 2, 2015.

Councilmember Castaneda motioned to approve the consent agenda. Motion seconded by Councilmember Medina. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED.

5. APPROVAL OF DEMANDS AND PRESENTATION OF BUDGET REPORTS:

- A. Consideration and possible action to approve the General Demands for July 24, 2015 to August 6, 2015.

Brief explanation of a couple of the demands paid. Councilmember Black requested a copy of an up to date aging report for outstanding invoices. Councilmember Hanson motioned to approve the demands for July 24, 2015 to August 6, 2015. Motion seconded by

Councilmember Medina. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED.

6. REPORTS / RECOGNITIONS:

A. Department Reports.

Delvan Hayward, Library, reports on statistics and activity for the month of July. Reports that Roy attended a State Library Workshop on Summer Reading Programs. Reports that the D.O.C. workers have fixed the broken window and the coolers have been getting repaired. Reports they have been cleaning and organizing various areas in the Library.

Police Chief Gillen reports on the Police Department's activity and statistics.

Development Services Department, Paul Curzon reports that on Wednesday a representative from the State of Arizona will be here to evaluate some of the Town's equipment. Announces that the regulatory signs have been delivered, they will be reviewed by ADOT and staff will begin the process of installation. Reports briefly on working on some safety issues of the Town.

B. Town Manager Report.

Town Manager Heatherly reports on the IGA with Globe for use of the garbage truck, it broke down the second day we had it and is now in the shop for repairs. Comments that there have been a few personnel issues and he will be addressing those this week. Gives a brief report on the Vandal Bash. Reports that all monthly billings for reimbursements for the Senior Center and Transit are caught up through June. Comments briefly on the progress of getting the TAC Committee put together. Announces there will be a meeting tomorrow to follow up on issues with juveniles and vandalism in the Veterans Park. Town is currently advertising 2 positions; Finance Director and Public Works Director. Gives a brief update on the USDA requirements in order to continue with Phase II of the sewer project. Gives a brief update on the progress of the sale of the Keystone (Barcon) building/property.

C. Mayor/Council Reports.

Councilmember Gonzales comments that the Vandal Bash was a success and that Town staff did an excellent job cooperating with the school for this event. Councilmember Gonzales gives "kudos" to Town Manager Heatherly and staff for its success.

Councilmember Medina gives a brief update on progress he has made with Boomtown Spree. Comments that there have been some good ideas for the event. Reports that he has been working to get control or start over with the Boomtown Spree's LLC issues. He will be in contact with the organization and reporting as this progresses.

Mayor Dalley comments regarding the passing of Mr. Elton Dalmolin's son and asks for prayers for the family. Reports on his experience of riding along with Town staff on the garbage pickup route.

7. **CALL TO THE PUBLIC:** No response.

8. **UNFINISHED BUSINESS:**

A. Information, discussion and possible action: To appoint a member from Council to serve as a member of the Transit Advisory Council (TAC).

Town Manager Heatherly presents this item to Council; explaining that he is getting representatives from the major contributors and benefactors of the transit system. City of Globe has designated Roberta Johnson, Gila County has designated their new Deputy County Manager, the hospital will designate their CEO or assignee and Fry's has designated their store manager. We now need to select someone to represent from Town of Miami and 2 members at large. The 2 members at large will be selected at a later date, by the Committee. The intent is for the Committee to meet every other month for the first few months and then try to schedule quarterly meetings. Brief discussion regarding appointing 2 members from the Council. Mayor Dalley nominates Councilmember Gonzales and Councilmember Medina to the TAC Committee. Nomination seconded by Councilmember Black. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED.

B. Information, discussion and possible action: To approve Intergovernmental Agreement (IGA) with Gila County for Animal Control Services.

Town Manager Heatherly presents this item to Council. Town Manager Heatherly states that he does have some issues with this IGA. He comments regarding Section 7.1 regarding billing for stray animals. Brief discussion regarding references to other sections of the IGA that the numbering is off, could be due to the revisions. Councilmember Medina motioned to table this item. Motion seconded by Councilmember Hanson. Councilmember Castaneda comments briefly regarding her concern of how the Town can afford to pay for this. Brief discussion regarding the County's budget for the Animal Control Department. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED – ITEM TABLED.

9. **NEW BUSINESS:**

Mayor Dalley motioned to begin with item C. Motion seconded by Councilmember Castaneda. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED

C. Information, discussion and possible action: Review and discussion of existing financial control and reporting system and recommendation for future enhancements.

Town Manager Heatherly introduces Ms. Pat Walker, Financial Consultant. Ms. Walker has been looking at the internal controls and bank reconciliations for the Town. Ms. Walker discusses with Council what the Town is facing financially. Ms. Walker explains that she began by looking at the Town's financial statements and general ledger. Bank statements have not been reconciled for a very long time. Comments regarding bank deposits not matching the bank statements. The General ledger needs to be fixed and recording the correct entries. Discussion regarding currently working to get the finances in a position that

the auditors can follow and tie the entries out. Discusses that the Town needs to implement processes, procedures and limited controls; there needs to be checks and balances. Comments briefly regarding the importance of the Finance Director position and the need to hire a qualified person for this position. Brief discussion regarding what rate the Town is paying Ms. Walker for her services; \$125.00 per hour. Ms. Walker comments on her 38 years of financial experience. Brief discussion regarding other municipalities Ms. Walker is currently working with; Mammoth, Kearny and Youngtown. Discussion regarding the Town not being able to afford to get the most experienced person for the position, so what happens is they end up hiring the best qualified person they can afford. Discussion regarding how the Town still ends up paying more in the long run due to fines and penalties that occur due to lack proper knowledge. Brief discussion regarding Ms. Walker being on the hiring committee for the position of Finance Director. Brief discussion regarding the Town's past audits not being good and that the goal is to make it possible for the auditors to do an actual audit and give an opinion. Brief discussion regarding the possibility of a need to do a forensic audit. Ms. Walker states that she does not suspect any illegal activity and has not seen any evidence of that. Town Manager Heatherly comments regarding the 2014-2015 audit and hoping to get a clean audit report for that year. No action taken on this item.

- A. Information, discussion and possible action:** To approve Special Event Liquor License application for Miami Genesis for the Miami Fiesta to be held Saturday, September 12, 2015; 11:00 a.m. to 1:00 a.m.; located at Bullion Plaza Gym, 150 W. Plaza Circle, Miami, AZ.

Councilmember Hanson presents this item to Council for approval. This Special Event Liquor License is for the Annual Fiesta event. Councilmember Medina motioned to approve Special Event Liquor License application for Miami Genesis for the Miami Fiesta to be held Saturday, September 12, 2015; 11:00 a.m. to 1:00 a.m.; located at Bullion Plaza Gym, 150 W. Plaza Circle, Miami, AZ.. Motion seconded by Councilmember Hanson. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED.

- B. Information and discussion only:** Review and discussion regarding the "Employee Training Program" plan or plans as previously recommended by Council.

Councilmember Hanson asks Town Manager Heatherly for a progress update on employee training that was recommended by Council awhile back. Town Manager Heatherly explains that this has taken some time to explore but he has talked to Mr. Lance Decker, who was highly recommended by the Arizona League of Cities and Towns. Town Manager Heatherly explains that he has looked into training programs through the Town's insurance carrier, Southwest Risk. The training programs they offer are online and dvd programs, which are helpful but does not feel this is what Council is looking for as far as training. Town Manager Heatherly comments regarding why he feels it is important to have a facilitator to do the training sessions. Town Manager Heatherly states that he has also contacted CAG regarding some training and they quoted the Town \$2,700.00 for three training sessions. He is also trying to get in contact with Mr. Xavier Marin to get a proposal from him. Brief discussion regarding including Council in the training sessions. Town Manager Heatherly explains that he is working on this and would like to "fine tune" some of the details and bring it before Council for direction to proceed. No action taken on this item.

D. Information and discussion only: Update of Freeport McMoRan activities in Live Oak Canyon.

Town Manager Heatherly explains that Freeport's Chief Environmental Engineer, Chad Cooper, was going to come to the meeting tonight but had to go out of town for a funeral. Town Manager Heatherly gives a brief dialog of what is going on over at Live Oak Canyon. Basically they are working on water issues and working with ADEQ to try and capture run off water. They are going to put 2 drills there and pull some water out and test it for contamination of the aquifer. They will be investigating alternative treatment options if necessary. Town Manager Heatherly reads a timeline of Freeport's project schedule at the site. Town Manager Heatherly explains that the fence that surrounds the work site is a temporary structure and will be removed when the project is completed. Councilmember Medina comments that this site is right down the street from his residence and Mr. Cooper did talk to him and explained the project process with him. They have been very good at keeping the noise down and they also made window areas in the fencing so people can look in and see what is happening at the site. No action taken on this item.

E. Information and discussion only: Update regarding the USDA requested activities prior to proceeding with Phase II of the Sewer Collection System.

Town Manager Heatherly presents this item to Council. The only outstanding issue is to get the audit for 2012-2013 completed. He spoke to Scott this morning and it should be done within two and a half weeks. When it is complete he will forward a copy to Council for review. Town Manager Heatherly states that he has been keeping USDA up to date on the status of their requirements. Town Manager Heatherly states that USDA has made it clear that they do not want bits and pieces of information as the Town completes each requirement, they want it all at once, when all the requirements have been met. No action taken on this item.

F. Information, discussion and possible action: To recess and hold an Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for evaluation of the performance of Town Manager Joseph Heatherly and discussion or consideration of employment, assignment, promotion, demotion, dismissal, salaries, disciplining or resignation of Town Manager Joseph Heatherly.

Councilmember Black motioned to recess into executive session. Motion seconded by Councilmember Castaneda. Mayor Dalley calls for the vote. Vote – 7 in favor. Council recesses at 8:01 p.m.

Mayor Dalley calls the meeting back to order at 10:00 p.m. All Councilmembers are present.

10. CALL TO THE COUNCIL:

Councilmember Medina announces a raffle for a 9 mm pistol, it is to benefit the Arizona/New Mexico Moose Association.

Mayor Dalley announces that his house on Sunset Drive is for sale.

11. ADJOURNMENT:

Vice Mayor Reiman motioned to adjourn the meeting. Motion seconded by Councilmember Black. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED.

Meeting adjourned at 10:01 p.m.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular meeting of the Town Council of the Town of Miami, AZ held on the 10th day of August, 2015.

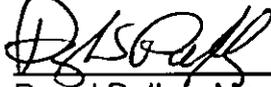
I further certify that the meeting was duly called and that a quorum was present.

DATED this 24th day of July 2015.



Karen Norris, Town Clerk

APPROVED:



Darryl Dalley, Mayor