



**“The mission of the City of Safford is to make Safford
a great place to live, work, and visit”**

**CITY OF SAFFORD
COUNCIL MEETING MINUTES
Tuesday, May 26, 2015 @ 6:00 PM
Safford Library Program Room, 808 S. 7th Avenue, Safford, Arizona**

PRESENT: Wyn “Chris” Gibbs, Mayor; Mary Bingham, Vice Mayor; Kenneth Malloque, Gene Seale, Arnold A. Lopez, James D. Howes and Richard Ortega.

STAFF PRESENT: Horatio Skeete, City Manager; Leslie Norton, Executive Secretary; Joe Brugman, Chief of Police; Randy Petty, City Engineer; Dustin Welker, Planning and Community Development Director; Jenny Howard, Public Works Director/Interim Utilities Director; Terry Quest, Finance Director; Leanne McElroy, Library Director; Cliff Davis, Human Resources Officer; Sam Napier, I.T.; Sally Holguin, Library; and Georgia Luster, City Clerk. Dale Clark assisted with the audio recording of the meeting.

OTHERS PRESENT: Dr. Phillip Tutor, and Steve McGaughey.

1. **WELCOME AND CALL TO ORDER:** Mayor Gibbs called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** A quorum of the Council was present (7).
3. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Gibbs led the Pledge of Allegiance to the Flag.
4. **OPENING PRAYER:** Dr. Phillip Tutor offered the Opening Prayer.
5. **CITIZEN COMMENTS ON AGENDA ITEMS:** NONE
6. **NEW/OLD BUSINESS:**
 1. **Consider a request to renew Turf Paradise Off-track Pari-mutuel Wagering License for Safford Bowl. The term of the permit is from June 1, 2015 through May 31, 2018.** It was moved by Councilman Ortega, seconded by Councilman Malloque, and carried unanimously to renew Turf Paradise Off-track Pari-mutuel Wagering License for Safford Bowl. The term of the permit is from June 1, 2015 through May 31, 2018. **MOTION ADOPTED**

2. **It is Staff's recommendation not to make changes to Police Department Skill Based Salary Program; Overtime & Compensatory Time; Staff Leaves & Absences; Sick Leave & FMLA; Extension of Leave beyond 12 Work Weeks; Holiday Pay; Travel Expenses; Uniform Allowance; Education Assistance; and Pension for Volunteer Firefighters.**

There was discussion about including Spanish into employee training program because of the importance of having bilingual employees to communicate with the citizens.

It was moved by Vice-Mayor Bingham, seconded by Councilman Malloque, and carried unanimously not to make changes to Police Department Skill Based Salary Program; Overtime & Compensatory Time; Staff Leaves & Absences; Sick Leave & FMLA; Extension of Leave beyond 12 Work Weeks; Holiday Pay; Travel Expenses; Uniform Allowance; Education Assistance; and Pension for Volunteer Firefighters. **MOTION ADOPTED**

3. **Review the "Employee Safety Reward Program" and its effectiveness. It is Staff's recommendation to not make any changes to the "Employee Safety Reward Program" at this time.** Rather than a stand-alone program, there was discussion about giving consideration to including the Safety Reward Program into the Employee Merit Program.

It was moved by Councilman Howes, seconded by Councilman Ortega, and carried 6-1 to not make any changes to the "Employee Safety Reward Program." Councilman Malloque opposed. **MOTION ADOPTED**

7. CONSENT RESOLUTIONS:

1. Consider approving and adopting Resolution Number 15-014 amending Section 0800, Compensation Plans, of the City of Safford Personnel Manual, establishing an Employee Service Recognition Program.
2. Consider approving and adopting Resolution Number 15-015, amending section 0900, establishing an interim pay for department head, director levels, and supervisor or administrative levels.
3. Consider approving and adopting Resolution Number 15-016 amending Section 2000, Vacations, of the City of Safford Personnel Manual.
4. Consider approving and adopting Resolution Number 15-017 amending Section 2300, Staff/Sick/Funeral Leave, of the City of Safford Personnel Manual.
5. Consider approving and adopting Resolution Number 15-018 amending *Section 2400 Sick Leave Bank*, of the City of Safford Personnel Manual and replacing it with a Donated Leave Program.

The City Clerk read the Titles and Numbers of Resolution Numbers 15-014, 15-015, 15-016, 15-017 and 15-018. It was moved by Councilman Ortega, seconded by Councilman Howes, and carried unanimously to approve and adopt Resolution Number 15-014 amending Section 0800, Compensation Plans, of the City of Safford Personnel Manual, establishing an Employee Service Recognition Program; approve and adopt Resolution Number 15-015, amending section 0900, establishing an interim pay for department head, director levels, and supervisor or administrative levels; approve and adopt Resolution Number 15-016 amending Section 2000, Vacations, of the City of Safford Personnel Manual; approve and adopt Resolution Number 15-017 amending Section 2300, Staff/Sick/Funeral Leave, of the City of Safford Personnel Manual; and approve and adopt Resolution Number 15-018 amending *Section 2400 Sick Leave Bank*, of the City of Safford Personnel Manual and replacing it with a Donated Leave Program. **MOTION ADOPTED**

6. **Consider approving and adopting Resolution Number 15-019 revising employee retiree health insurance subsidy.** Cliff Davis, Human Resources Officer, explained Resolution Number 15-019 allows current retirees receiving the retiree health insurance subsidy as of June 30, 2015, shall receive a percentage of \$433.36 per month based on years of service with the City of Safford. (See chart below)

10 – 14.99 years	40%	\$173.34
15 – 19.99 years	60%	\$260.02
20 – 24.99 years	80%	\$346.69
25 and Over	100%	\$433.36

This amount is to cover the retiree’s portion of out of pocket insurance premiums only and said health insurance subsidy is paid up to age 65 or Medicare eligible due to disability. Additionally, all active employees as of July 1, 2015 that are eligible to retire between July 1, 2015 and June 30, 2017, will receive a one-lump sum payment of \$3,600 (\$200 month for 18 months) paid into a Retirement Healthcare Account. Finally, all other active employees will not be eligible for the retiree health insurance subsidy upon retirement.

There was a discussion regarding the previous presentation (May 11, 2015) and recommendation that all current retirees receiving the subsidy will be paid a flat amount of \$200/month towards insurance subsidy for the next 18 months beginning July 15, 2015. After the 18 month period has expired, the subsidy is discontinued. Secondly, all current employees that are eligible to retire within the next two years will receive a one-lump sum payment of \$3,600 paid into a newly created Retirement Healthcare Account. This proposal was submitted because the current Program is not sustainable to the City of Safford.

It was moved by Councilman Howes, seconded by Councilman Ortega, and carried 5-2 to approve and adopt Resolution Number 15-019 revising employee retiree health insurance subsidy. Current retirees receiving the retiree health insurance subsidy as of June 30, 2015, shall receive a percentage of \$433.36 per month based on years of service with the City of Safford. (See chart below)

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8. MONTHLY/QUARTERLY REPORTS:

1. Police Report
2. Building Inspection Report
3. Public Works Report
4. Human Resources Report
5. Clerk's Office Report
6. Library Report
7. Utilities Consumption/Water Production Reports
8. Projects Planning and Grants Administration
9. Prosecution Report
10. Airport Report
11. Expense Report over \$5,000
12. Purchasing Card Report

There was a short discussion about the following items included in the above reports:

- Eliminating the Purchasing Card Report. However, the majority of the Council prefers the report remain.
- Shooting Range maintained by the City of Safford.
- Education Assistance Program.

9. CONTRACTS, AGREEMENTS, BIDS:

1. Consider ratifying the existing Sole Source Contract with Mikes Drilling, L.L.C. Jenny Howard, Interim Utilities Director, explained the City is continuing water exploration and

asked the Council to ratify an existing Sole Source Contract with Mike's Drilling, L.L.C. Mike's Drilling will drill a 12" well approximately 180-210 feet deep on the Amadeo Fajardo property. Mike's Drilling will proceed with a rotary drilling method in order to reach the property depth within a minimum time frame as the drilling is a condition of the required easement from Mr. Fajardo. Once the easement is acquired, the City will begin the installation of a 12 main from the newly purchased Clont's well to the Bonita Transmission.

It was moved by Councilman Malloque, seconded by Councilman Lopez, and carried unanimously to ratify existing Sole Source Contract with Mikes Drilling, L.L.C. **MOTION ADOPTED**

10. MEETINGS/ACTIVITIES HELD OR TO BE HELD BY COUNCIL OR STAFF:

- Monday, June 8th Regular Council Meeting – Adopt Tentative Budget
- Monday, June 22nd Council Meeting – Public Hearing to adopt Final Budget
- Thursday, July 4th City Offices will be closed in observance of the 4th of July Holiday (Saturday, July 4th)
- Monday, July 13th - Regular Council Meeting – Adopt Tax Levy
- Monday, July 27th – Council Meeting

City Manager Skeete:

- Attended a joint meeting comprised with representatives from Pima, Thatcher and Graham County to discuss and compose a water efficiency ordinance Valley wide.
- Attended a meeting with representatives from Eastern Arizona College and the Town of Thatcher to continue discussions about a proposal from the College to purchase the Central area water infrastructure. The College shall complete a Feasibility Study.
- Will attend a Gila Water Shed Meeting on June 17th.

11. COUNCIL OR STAFF REQUESTS FOR AGENDA ITEMS: NONE

12. CITIZEN COMMENTS ON NON-AGENDA ITEMS: NONE

13. ADJOURN: It was moved by Councilman Howes, seconded by Vice Mayor Bingham, and carried unanimously to adjourn regular session at 6:48:45 p.m. **MOTION ADOPTED**

APPROVED:

Wyn "Chris" Gibbs, Mayor
City of Safford

ATTEST:

Georgia Luster, MMC, City Clerk

STATE OF ARIZONA)
) ss
County of Graham)

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the Special Council Meeting Minutes of the Safford City Council, Graham County, Arizona held Tuesday, May 26, 2015, and approved at a Regular Council Meeting on Monday, June 8, 2015. I further certify the meeting was duly called, held and that a quorum was present.

June 8, 2015
Date: _____

Georgia Luster, MMC, City Clerk