



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

**CITY OF SAFFORD - REGULAR COUNCIL MEETING MINUTES  
MONDAY, MARCH 12, 2012 @ 6:00 PM  
PHELPS DODGE ROOM - LIBRARY**

**PRESENT:** Wyn “Chris” Gibbs, Mayor; Jason Kouts, Vice Mayor Council Member’s Ken Malloque, Mary Bingham, and Gene Seale.

**ABSENT:** Council Member Attaway, excused.

**STAFF PRESENT:** David Kincaid, City Manager; Sandra Findley, Executive Secretary; Christine Fisher, Personnel Director; Rob Chesley, Public Works Director; Eric Buckley, Utilities Director; John Griffin, Police Chief; Don Knight, Director Management & Budget; Ann Waite, Finance Director; Jan Elliott, Library Director; Randy Petty, City Engineer; Dustin Welker, Planner/Downtown Manager; James Bryce, Utilities Electrician; Clark Bingham, Fire Chief; Vicki Foote, Library; Sally Holguin, Library; and Georgia Luster, City Clerk. Sam Napier, IT Lead Specialist, assisted with the audio/video recording of the meeting.

**OTHERS PRESENT:** Ray Tuttle, Heath Brown, Jon Stewart, Jeremy Samuels, Keith F. Greenberg, Fred Kriess, Roberta Norton, Honk Norton, Steve McGaughey, Dick Bingham, Chad Crockett, Steve and Diane Junion, Ioanna Morfessis, Jim Rounds, Arnold Lopez, Kenny McKinney, and others who did not sign in. Jon Johnson, Eastern Arizona Courier was present. The meeting was video-taped by Van Shaar Productions.

1. **WELCOME AND CALL TO ORDER:** Mayor Gibbs welcomed everyone to the meeting and called the meeting to order at 6:01 p.m.
2. **ROLL CALL:** A quorum of the Council was present (5).
3. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Gibbs led the Pledge of Allegiance to the Flag.
4. **OPENING PRAYER:** Rev. Bob Holliday offered the opening prayer.

The order of the meeting agenda was revised to reflect the introduction of IO.INC and the recognition of Chairman Tuttle.

8. **ECONOMIC DEVELOPMENT CONSULTANT**: The City of Safford received \$50,000 from the Freeport McMoRan Graham County Community Investment fund to perform a Community Assessment and Target Industry analysis for Graham County. Twelve proposals were received. Representatives from Safford, Graham County, Thatcher, and Pima have chosen IO.INC. Introduction of Ioanna Morfessis and Jim Rounds of IO.INC.

At this time Ioanna Morfessis and Jim Rounds of IO.INC. were introduced. City Manager Kincaid provided the background in regards to receiving a grant to work with IO.INC. A while back, the City of Safford in conjunction with Graham County, Thatcher, and Pima were awarded a \$50,000 grant to perform community assessment and target industry analysis for Graham County. Twelve proposals were received and several were interviewed. He introduced Ioanna Morfessis and Jim Rounds.

Ioanna Morfessis stated they are very honored and excited to be working with Graham County, Safford, Thatcher and Pima. She stated that Jim Rounds, of the Elliott D. Pollock and Company is working with her on this project. Mr. Rounds is the Senior Vice President of that firm. She expressed their appreciation and excitement to be working on the project.

City Manager Kincaid stated that the group has met with Graham County and will meet with Thatcher and Pima tomorrow prior to developing basic analysis. They will return to meet with other stakeholders (EAC, Hospital, etc) within the County. Expect a final report sometime in May.

9. **PLANNING AND ZONING COMMISSION RESIGNATION**: The Mayor and Council will recognize Chairman Tuttle with a plaque for his service and give direction for seeking candidate to fill the position on the City of Safford Planning and Zoning Commission.

Gene Fowler stated that he has been on the Commission with Dr. Tuttle for about 14-15 years. He stated that he has enjoyed working with Chairman Tuttle and that Chairman Tuttle has done an exceptional job and will miss him.

Mayor Gibbs explained that Ray Tuttle moved out of the Safford City Limits and has resigned his position as Chairman of the Planning and Zoning Commission. He recognized Ray Tuttle with a plaque for serving twenty plus years on the Safford Planning and Zoning Commission. He thanked Dr. Tuttle for his knowledge and service on the Commission. Dr. Tuttle received a standing applause from the audience.

The Council recommended advertising the commission vacancy in the Courier and radios. A deadline of 3:00 PM, Thursday, March 29, 2012 was set for submitting applications.

It was moved by Councilman Malloque, seconded by Council Member Bingham and carried unanimously to adjourn the regular meeting and open the Public Hearing at 6:14:03. **MOTION ADOPTED**

5. **PUBLIC HEARING:** In compliance with A.R.S. 38-431.02, a hearing to discuss the proposed City of Safford Integrated Resource Plan will be held by the City Council of the City of Safford, Graham County, Arizona. Public comments are welcome and encouraged.

Mayor Gibbs opened the Public Hearing to hear public comments and to discuss the proposed City of Safford Integrated Resource Plan. The City Manager explained a public hearing is part of the requirement of the renewal of the Plan. The Plan must be renewed and presented to the Council for approval every five years because the City receives federal power through the Hoover contract.

There were no comments from the public.

It was moved by Vice Mayor Kouts, seconded by Councilman Malloque and carried unanimously to close the Public Hearing and to open regular session at 6:15:42 p.m.

**MOTION ADOPTED**

6. **INTEGRATED RESOURCE PLAN:** Consider and approve the Integrated Resource Plan for the City of Safford, copies of which have been made available to the public by notice and presented to the Safford City Council.

Eric Buckley, Utilities Director, provided a brief synopsis of the Plan.

It was moved by Councilman Malloque, seconded by Council Member Bingham, and carried unanimously to approve the Integrated Resource Plan for the City of Safford.

**MOTION ADOPTED**

7. **CITIZEN COMMENTS ON AGENDA ITEMS:** NONE

10. **SEVERN TRENT:** Severn Trent will provide annual report of the Wastewater Treatment Plant Operations.

City Manager Kincaid introduced Fred Kriess, Client Relations with Severn Trent, who will introduce other members of his team. He stated that Severn Trent has been honored to serve the City of Safford. He said "Thank You" to the Council for allowing them the opportunity to serve the City. He stated that Severn Trent came to Safford to do the following:

- Provide the safest work environment possible
- Quality Assurance and Full Compliance
- Efficiently manage operating and capital expenses
- **Remove the City's day-to-day burden of operating the system**
- Provide technical assistance to our local team and the City

Fred Kriess introduced Jeremy Samuels and Keith F. Greenberg who presented the highlights of Severn Trent's last five years accomplishments and annual report for 2011.

(Reports in file)

- Provide the safest work environment possible
  - Recognized by AZ Water Association for 5 years of outstanding safety performance
  - Over 1,500 days worked without an injury
  - Training open to City
- Quality Assurance and Full Compliance
  - Treated over 345 million gallons
  - Hundreds of tests completed
  - 100% compliance during 2011
  - Led efforts to implement program to control “Fats, Oils, and Grease”**
  - Operation of state certified lab
- Efficiently manage operating and capital expenses
  - Restoration of key automation
  - Instrument calibration - accurate flow data**
  - All plant processes optimized
  - Staff self-performed rehabilitation on large mixers
  - Belt Filter Press - Identified key improvement**
    - Severn Trent performed evaluation of best option
    - Will reduce City’s risk by eliminating hauling of liquid sludge**
    - Significant savings by eliminating use of drying beds
  - Efficient Management
    - Computerized maintenance management and operational reporting systems installed
    - Streamlined reporting
    - Over 5,200 work orders completed on time
  - Sustained Cost Savings
    - Rigorous calibration and accuracy of data - true capacity of plant**
    - \$150,000 saved during first year of partnership
    - Perform drinking water testing “in house” - saved City over \$40,000 during partnership
- Removing Burden of Day-to-Day Operations
  - Ensure fully trained staff on site
  - Staff self performs much of plant maintenance
  - Full company resources available to assist in event of emergencies
  - Led all permit renewals
  - All reporting submitted on time
  - Guaranteed Compliance
- Technical Services Support
  - Energy Management evaluation completed
  - Regional Health and Safety Manager
  - Assistance with all permit renewals
  - Process reviews

Regular audits of labs

**Never any added charges**

- **Recent Accomplishment - Sand Filter Rehabilitation**
- Leadership & Coordination of Project
  - Severn Trent worked closely with City staff to coordinate the project
  - Plant Manager worked closely with vendors to ensure City Received best value
  - City saved thousands of dollars due to our assistance
  - Project successfully completed
- Looking Ahead
  - As plant flows increase, evaluate **plant's** ability to treat more flow, thereby deferring significant capital required for expansion
  - Successful installation of new belt filter press unit
  - Ongoing efficiencies
  - Energy management and savings
  - Experience in solar power at other plants

11. **CONSENT ITEMS:** The Mayor and City Council may wish to consider approving Items 1 through 10 as Consent Agenda Items.

1. February 13, 2012 Council Minutes and February 27, 2012 Council Work Session Minutes
2. Police Report
3. Building Inspection Report
4. Public Works Report
5. Business License Report
6. Library Report
7. Utilities Consumption Report
8. Summary of Projects Planning and Grants Administration
9. Airport Report (not available)
10. Prosecution Report

It was moved by Councilman Malloque, seconded by Councilmember Bingham, and carried unanimously to approve Items 1 through 10 as Consent Agenda Items. The Airport Report was not available. **MOTION ADOPTED**

12. **PURCHASING CARD REPORT:** Consideration and approval of Purchasing Card Report for 11/18/2011 through 12/18/2011.

It was moved by Vice Mayor Kouts, seconded by Councilmember Bingham, and carried unanimously to approve Purchasing Card Report for 11/18/2011 through 12/18/2011.

**MOTION ADOPTED**

13. **FINANCIAL REPORTING:** Draft of additional financial reporting: City Manager Kincaid commented that the Council requested staff provide them with additional financial information. He distributed a draft report of accounts payable payments of \$5,000 or larger and asked the council to comment.
14. **COUNCIL SEAT VACANCY:** Danny Smith, Councilman submitted his resignation effective Thursday, March 8, 2012. The Mayor and City Council may consider filling the Council seat vacancy, selection of date, and procedure.

The Council discussed the process of selecting and filling the vacancy of Danny Smith's council position. The council recommended advertising the council vacancy in the Courier and radios. A deadline of 3:00 PM, Thursday, March 29, 2012 was set for submitting applications.

15. **PROCLAMATION:** Proclamation proclaiming April as Fair Housing Month: It was moved by Councilman Malloque, seconded by Councilmember Bingham, and carried unanimously to approve a Proclamation proclaiming April as Fair Housing Month.

**MOTION ADOPTED**

16. **INTERGOVERNMENTAL AGREEMENT:** The Mayor and City Council may wish to consider and approve Intergovernmental Agreement between the City of Safford and Graham County for Pictometry Imaging.

It was moved by Councilman Malloque, seconded by Councilmember Bingham, and carried unanimously to approve Intergovernmental Agreement between the City of Safford and Graham County for Pictometry Imaging. **MOTION ADOPTED**

17. **SHARED-USE PATH, PHASE V:** The City has bid the "Shared-Use Path, Phase 5" as per A.R.S. Formal Bidding Procedures. Funds for this project come from the Arizona Department of Transportation, Local Transportation Enhancement. The City's match on this project is 5.7% (approximately \$6,800). The Mayor and City Council may wish to consider awarding the contract to Surface Contracting in the amount of \$119,610.70.

It was moved by Vice Mayor Kouts, seconded by Councilman Malloque and carried unanimously to award the contract to Surface Contracting in the amount of \$119,610.70 for the Shared-Use Path, Phase 5. **MOTION ADOPTED**

18. **RESOLUTION NUMBER 12-008:** Consider and approve and adopt Resolution Number 12-008, a Resolution of the City of Safford, Graham County, Arizona stating the salary equivalency and the number of authorized positions for volunteer firefighters and reserve police officers in the City of Safford, and rescinding Resolution Number 11-002.

It was moved by Councilman Malloque, seconded by Vice Mayor Kouts and carried unanimously to approve and adopt Resolution Number 12-008, a Resolution of the City of Safford, Graham County, Arizona stating the salary equivalency and the number of

authorized positions for volunteer firefighters and reserve police officers in the City of Safford, and rescinding Resolution Number 11-002. **MOTION ADOPTED**

19. **LIMITED SERVICES CONTRACT:** Consider and approve Limited Services Contract between the City of Safford (City) and GovNET (Contractor) to install microwave equipment located at City Hall to provide backup communications via microwave to all locations connected to the Arizona Office of the Courts (AOC) network; and further authorize the City Manager to sign contract. The contract shall begin March 12, 2012 through June 30, 2013.

It was moved by Vice Mayor Kouts, seconded by Councilman Malloque and carried unanimously to approve Limited Services Contract between the City of Safford (City) and GovNET (Contractor) to install microwave equipment located at City Hall to provide backup communications via microwave to all locations connected to the Arizona Office of the Courts (AOC) network; and further authorize the City Manager to sign contract. The contract shall begin March 12, 2012 through June 30, 2013. **MOTION ADOPTED**

20. **REDINGTON LAND AND CATTLE, CO. LEASE:** On April 15, 2009, the City of Safford entered into a commercial lease agreement with Redington Land and Cattle, Co. Lease. The original term of the lease had a monthly payment of \$618.78 for the first three years ending April 14, 2012. Beginning April 15, 2012 the rent would escalate to \$1,893.54. The Mayor and City Council may consider amending the Redington Land and Cattle, Co. Lease to where the lease rate would be 2.5% of the monthly gross sales with a minimum rental rate of \$675.00 adjusted annually by 3%. The monthly rate on a percentage basis will be reviewed every six months.

It was moved by Councilman Malloque, seconded by Councilmember Bingham, and carried 4-0 to amend the Redington Land and Cattle, Co. Lease to where the lease rate would be 2.5% of the monthly gross sales with a minimum rental rate of \$675.00 adjusted annually by 3%. The monthly rate on a percentage basis will be reviewed every six months. Vice Mayor Kouts opposed. **MOTION ADOPTED**

21. **RESOLUTION NO. 12-009: ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY PLAN:** The Mayor and City Council may wish to approve and adopt Resolution No. 12-009, a Resolution of the City of Safford pertaining to the submission of Police Traffic Services Project for consideration in Arizona's 2013 Az GOHS Highway Safety Plan.

It was moved by Councilman Malloque, seconded by Councilmember Bingham, and carried unanimously to approve and adopt Resolution No. 12-009, a Resolution of the City of Safford pertaining to the submission of Police Traffic Services Project for consideration in Arizona's 2013 Az GOHS Highway Safety Plan. **MOTION ADOPTED**

22. **RESOLUTION NO. 12-010: ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY PLAN:** The Mayor and City Council may wish to approve and adopt Resolution

No. 12-010, a Resolution of the City of Safford pertaining to the submission of DUI-Alcohol and Other Drugs Project for consideration in Arizona's 2013 Az GOHS Highway Safety Plan.

It was moved by Councilmember Bingham, seconded by Councilman Malloque, and carried unanimously to approve and adopt Resolution No. 12-010, a Resolution of the City of Safford pertaining to the submission of DUI-Alcohol and Other Drugs Project for consideration in Arizona's 2013 Az GOHS Highway Safety Plan. **MOTION**

**ADOPTED**

**23. MEETING/ACTIVITIES HELD BY COUNCIL OR CITY STAFF:**

**City Manager Kincaid**

City of Safford 2011 Consumer Confidence Report published and sent out. He commended Eric Buckley, Harry Williams and staff for doing an outstanding service.

Ann Waite & City Manager will meet with ADOR, March 19<sup>th</sup> to discuss sales tax collection reporting in an attempt to really understand the process. Additionally, ADOR representatives will be in Graham County, April 18, 19 & 20, to conduct a licensing canvassing of the business community in an attempt to help educate the businesses to the sales tax process. ADOR will canvass Safford on April 19<sup>th</sup> and 20<sup>th</sup>.

March 26<sup>th</sup> - Council Work Session - Preliminary stages of developing the budget.

**24. COUNCIL OR STAFF REQUESTS FOR AGENDA ITEMS: NONE**

**25. CITIZEN COMMENTS ON NON-AGENDA ITEMS:** Roberta Norton stated that she appreciates the time that staff and the council have given her. She stated she is the Co-chairman of the Tour de Safford Event. ADOT has requested the application which requires permission from the City of Safford, Town of Thatcher, Town of Pima, Town of Duncan, Greenlee County, Graham County and the different police department entities. She requested the City Manager provide a letter of approval or denial so that she can file the application with ADOT.

City Manager Kincaid commented that the City has been advised by its insurance agency not to sponsor the event due to the fact that the Hospital insurance carrier has denied our coverage.

Mayor Gibbs asked Mrs. Norton to meet with the City Manager to discuss the procedure.

**26. ADJOURN:** It was moved by Councilman Malloque, seconded by Councilmember Bingham and carried unanimously to adjourn the meeting at 7:36:03 p.m. **MOTION ADOPTED**



APPROVED:

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Wyn "Chris" Gibbs, Mayor  
City of Safford

ATTEST:

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Georgia Luster, MMC  
City Clerk

CERTIFICATION

STATE OF ARIZONA     )  
                                  )    ss  
County of Graham    )

I hereby certify that the foregoing minutes are a true and correct copy of the council work session of the City of Safford, Graham County, Arizona held Monday, March 12, 2012, and approved at a Regular Council Meeting on April 9, 2012. I further certify the meeting was duly called, held and that a quorum was present.

Dated: April 9, 2012

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Georgia Luster, MMC  
City Clerk