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BOARD OF SUPERVISORS
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CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
District 3

MEETING NOTICE and AGENDA
Pursuant to Arizona Revised Statutes §38-431, et. seq.
and amendments thereto, the
GREENLEE COUNTY BOARD OF SUPERVISORS
hereby gives notice that a
Special Meeting
will be held on Tuesday, May 11, 2021 – 12:00 p.m.

Zoom Video Conferencing. To join the meeting enter the following URL into your browser:
Join Zoom Meeting

<https://us02web.zoom.us/j/89830800986?pwd=QmJSTjhzWE5VcWx2ZFo2VGItU51UT09>

Meeting ID: 898 3080 0986
Passcode: 160431

**Board of Supervisors Meeting Room, 2nd floor Courthouse Annex, 253 5th Street,
Clifton, Arizona**

AGENDA AND MINUTES

In attendance: Board of Supervisors members: Richard Lunt, Chairman, David Gomez, Member and Ron Campbell, Member. Also present were Jeremy Ford, County Attorney; Derek Rapiere, County Administrator, Austin Adams, Deputy County Administrator and Bianca Figueroa, Deputy Clerk of the Board

1.) Call to Order

Chairman Lunt called the meeting to order at 12:00 p.m.

A. Pledge of Allegiance

Supervisor Campbell led those present in the pledge.

2.) Budget Work Session

Mr. Rapiere stated three Elected Officials will be presenting to the board some budget items.

Ms. Berube, County Treasurer, presented to the board a request to change her full-time administrative assistant position to a full-time, part time and adding

another full-time part-time position. She stated each of those two employees will work no more than 40 hours per pay period. Currently a full-time employee is on a 3-month leave and leaves only 2 full time employees in the office. Ms. Berube stated her office is short staffed and is concerned about the void in her office. She explained the importance of having 3 employees in her office. Ms. Berube presented to the Board the amounts of salary, retirement, and FICA all will increase and decrease with the changes of positions she is requesting. She stated she has a \$4,000.00 part time budget if approved will be included. Ms. Berube stated the current full-time employee agrees and is in favor with the request. Ms. Berube stated this request would be beneficial to her office and the community.

The Board asked questions and clarified the request.

Grace Nabor, JP #1 presented to the board a request for her Chief Justice Court Clerk to be reclassified to a Judicial Assistant and she would like to also bring in a second employee to her office. The second position is already budgeted. Ms. Nabor stated she has funding to fund the reclassified position for 3 years, eventually the cost will have to fall back on the general fund. She stated her Chief Court Clerk deserves the pay increase, discussed the responsibilities and job duties of her clerk; she expressed her concerns regarding her employee who manages the office. The increase would be approximately \$8,000.00 a year for the change of position. Ms. Nabor stated the position she has been advertising in her office has not been successful with applicants. She would like an applicant who would meet the requirements and job description. She stated the request would benefit her office.

The Board asked questions and clarified the request.

Sheriff Sumner, presented to the Board a spreadsheet. He discussed the 101 fund and pointed out that it will have the most changes. He stated most of the increases are on the personnel part of the budget, he based the numbers on the 6% increase the board has been discussing in budget work sessions. Mr. Sumner discussed increases in his budget, detention supplies and enforcement supplies increased due to taser package and taser camera package. Mr. Sumner discussed an increase in other professional services fund to cover temporary inmate to Graham County at \$65/day. Search and rescue budget will increase due to purchase of equipment, training will be increased. He explained that nonprofit groups fundraise for search and rescue to help cover cost. He discussed personnel, the need for an investigator and would like to change the position of the Evidence Custodian an Evidence Tech, with education background and additional IT responsibilities, a 2.5% increase.

Mr. Sumner clarified questions that were asked by Supervisor Lunt and Mr. Rapier. Mr. Sumner explained that the purchase of ammo was approved by the board but would not receive it until next fiscal year, so ammo order would carry forward.

Derek Rapier, County Administrator presented to the board, he discussed the County Librarian and the request to increase funding to make up for the withdrawal of

\$2,000.00 support from the Town of Duncan and a request to offer a small raise to the Duncan Librarian. There are no benefits associated with this and no specific amount was suggested. Library grants were discussed.

Mr. Rapier followed up with direction the board had given him to move a job unit from Economic Development to the Engineering Department. Mr. Rapier stated after discussion with the Engineer the suggestion was to create two planning positions, a Planner 1 would be a developmental position and a Planner 2 would be a permanent position, not filling both positions but letting that individual grow, salary for a Planner 1 position would be no more than \$50,000.00 - \$55,000.00. Mr. Rapier stated that some savings from a variety of Economic Development funds can be used towards the planning positions for the Engineers office. Mr. Rapier is requesting changes in the Boards Office. In addition to the his duties to oversee the finance systems in the county, the Chief Financial Officer has also been given primary responsibility for the audit. He has also been included in all budget meetings and in the budget development process. Mr. Rapier recommends a salary increase spread out over the next 3 years to be in line with other small county CFOs. Mr. Rapier also discussed the Clerk of the Board position and would like to eventually have the Elections Director take on this these responsibilities and duties. She is already doing many of these duties. Mr. Rapier suggested the change take effect next January, to allow her to continue to learn train to assume the responsibilities of Clerk of the Board.

Mr. Rapier discussed redistricting stating that it appears that the cost would be about a third of the original cost. Contingency fund was discussed, with Cybersecurity going to \$250K, the County will need to raise contingency from \$200k to probably \$300k to \$400k. Mr. Rapier discussed a 4-day week, he would like direction on a target date if the Board agreed to a 4-day week. The Board suggested once all thoughts and considerations are ironed out that is when transition should take place. Mr. Rapier presented a power point regarding Capital Improvements Plan, he stated the plan is reviewed annually. He discussed the airport and the purpose of it, future plans and considerations for the airport. Mr. Rapier discussed projects throughout the county, and projects that have been completed. Fairground projects that are complete and ongoing. The Board gave Mr. Rapier direction on the items discussed.

3.) Adjournment

There being no further business to come before the Board of Supervisors, the meeting was adjourned at 12:45 p.m.

APPROVED: /s/ Richard Lunt, Chairman

ATTEST: /s/ Bianca Figueroa
Deputy Clerk of the Board

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All agenda items are for discussion and/or action as deemed necessary. The Board reserves the right to consider any matter out of order. The Board may retire into Executive Session for any of the purposes that are allowed by law, including but not limited to legal advice and/or personnel matters; as authorized by A.R.S. §38-431.et.seq. Persons with a disability may request accommodation for special assistance by contacting Bianca Figueroa at 928-865-2072 (TDD 928-865-2632). Requests should be made as soon as possible to allow time for arrangement of the accommodation.