

**BOARD OF SUPERVISORS MEETING MINUTES
GILA COUNTY, ARIZONA**

Date: April 1, 2025

STEPHEN CHRISTENSEN
Chairman

JAMES MENLOVE
Clerk of the Board

WOODY CLINE
Vice-Chairman

By: Marian Heatherly
Clerk of the Board Consultant

TIM R. HUMPHREY
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Stephen Christensen, Chairman; Woody Cline, Vice-Chairman; and Tim R. Humphrey, Member.

STAFF PRESENT: James Menlove, County Manager and Clerk of the Board; Joe Albo, Deputy County Attorney Senior-Civil; and Marian Heatherly, Clerk of the Board Consultant.

Item 1 - CALL TO ORDER - PLEDGE OF ALLEGIANCE – INVOCATION

The Board of Supervisors met in a Regular Meeting at 10:00 a.m. on this date in the Board of Supervisors' hearing room. Olivia Todd led the Pledge of Allegiance and Maryn Belling delivered the invocation.

Item 2 - PRESENTATIONS:

A. Presentation of Gila County General Fund financial data as it compares to the fiscal year 2025 Gila County Budget and fiscal years 2024, 2023, 2022, 2021, & 2020 year-to-date performance.

Maryn Belling, Finance Department Director, presented this agenda item and reviewed the following information.

General Fund Revenues:

At the end of January 2025, Gila County's General Fund revenues were at 54.63% of the annual budget compared to a 7-month target of 58%. In total, Fiscal Year 2025 year-to-date revenues are \$1.97M less than the same time frame in Fiscal Year 2024.

This difference is attributable to the State Department of Veterans Services \$3M funding in Fiscal Year 2024.

Without that difference, General Fund revenues are higher than Fiscal 2024 as follows:

Property Tax Revenue	\$ 754,490.15
State Grants	\$ 280,667.63
Auto Lieu Tax	\$ 120,627.55
Investment Interest	\$ 163,646.97

General Fund Expenditures

General Fund expenditures & encumbrances at 1/31/2025 are 56% of budget compared to a 6-month target of 58%. Total expenditures are \$2.5M more than 12/31/2024.

The year-over-year difference is 95% attributable to salaries and EREs (employee-related expenses).

James Menlove, County Manager and Clerk of the Board, stated, “Salaries are up quite a bit due to a lot of our positions being filled, which we had not done. It’s a good sign.” The Board members thanked Ms. Belling for the presentation.

Item 3 – PUBLIC HEARINGS:

A. Information/Discussion/Action to adopt Resolution No. 25-04-01 which authorizes the Gila County Housing Authority to submit its Five-Year Plan (FY 2025-2029) to the U.S. Department of Housing and Urban Development; and authorize the Chairman's signature on the accompanying certification form.

Joshua Beck, Public Health and Community Services Department Director, advised that the goals and objectives must be updated for the Gila County Housing Authority’s Five-Year Plan. He stated that the main focus is on the vouchers that are used for Section 8 housing.

Chairman Christensen opened the public hearing. There were no comments, so he closed the public hearing and asked for a motion from the Board on this item.

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board unanimously adopted Resolution No. 25-04-01; and authorized the Chairman’s signature on the accompanying certification form. **(A copy of the resolution is attached to these minutes and is permanently on file in the Board of Supervisors’ Office.)**

Item 4 - REGULAR AGENDA ITEMS:

Chairman Christensen asked the Board for a motion to recess as the Board of Supervisors and convene as the Gila County Library District Board of Directors to address agenda item 4A.

Upon motion by Vice-Chairman Cline, seconded by Supervisor Humphrey, the Board unanimously recessed as the Board of Supervisors and convened as the Gila County Library District Board of Directors.

A. Information/Discussion/Action to ratify the Board of Supervisors' approval for the Gila County Library District's submittal of the SaddleBrooke Community Outreach Enrichment Program Application in the amount of \$5,000, and accept funding in the amount of \$5,000 designated to Gila County for the Hayden Public Library for the period of June 1, 2025, to August 31, 2025.

Elaine Votruba, Gila County District Librarian, advised that the \$5,000 will be used for the summer reading program at the Hayden Public Library. She stated, "Our mission is to provide an opportunity for kids to succeed."

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board ratified the Board of Supervisors' approval for the Gila County Library District's submittal of the SaddleBrooke Community Outreach Enrichment Program Application in the amount of \$5,000, and accepted funding in the amount of \$5,000, as presented.

Upon motion by Vice-Chairman Cline, seconded by Supervisor Humphrey, the Board unanimously adjourned as the Gila County Library District Board of Directors and reconvened as the Gila County Board of Supervisors.

B. Information/Discussion/Action to adopt Proclamation No. 2025-03 proclaiming April 2025 as National County Government Month in Gila County.

Mr. Menlove read aloud the proclamation. Chairman Christensen stated, "A lot of people don't realize how many mandates the County carries out."

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board unanimously adopted Proclamation No. 2025-03. **(A copy of the proclamation is attached to these minutes and is on file in the Board of Supervisors' Office.)**

C. Information/Discussion/Action regarding premium rates in the Arizona Local Government Employee Benefit Trust for Gila County's employee insurance and benefit plans to be effective July 1, 2025, as follows: Adopt Schedule A - Employee Insurance Contributions FY 2026 attached to this agenda item.

Ms. Belling reviewed Schedule A. For FY 2026, there is a 4.5% increase to premiums which resulted in a \$3.27 per month increase in single coverage premiums for employees and a \$18.48 per month increase for family coverage premiums for employees. There were no increases in medical deductibles or copays.

Finance Department staff recommended the following for FY 2026:

- Medical rates will increase by \$3.27 for a total for combined medical, vision, and dental coverage of \$79.30 per month for employee-only coverage, and increase \$18.48 for a total combined medical, vision and dental coverage of \$450.89 per month for family coverage.
- Establish the Gila County base contribution rates for the HSA (Health Savings Account) system (minimum per-employee per-month) at \$55 per month for single coverage and \$110 per month for family coverage.

Ms. Belling informed the Board that Arizona Local Government Employee Benefit Trust (AZLGEBT) goes out to bid every year for its members' health insurance provider. She said that AZLGEBT members use the same health insurance provider which saves money for each member county.

Regarding premium rates in the AZLGEBT for Gila County's employee insurance and benefit plans to be effective July 1, 2025, Vice-Chairman Cline made a motion to adopt Schedule A - *Employee Insurance Contributions FY 2026*, which was attached to this agenda item. The motion was seconded by Supervisor Humphrey, and unanimously approved by the Board.

D. Information/Discussion/Action to adopt Resolution No. 25-04-02 establishing West Street as a Primitive Road; and accepting it into the Gila County Maintained Roadway System as a Primitive Road.

Thomas Goodman, County Engineer, advised that West Street begins at Golden Hill Road near Pinal Cemetery and runs south for approximately 300 feet. It provides access to several parcels as well as Golden Hill Apartments (Assessor's Parcel No. 207-05-027B). West Street is a 30-foot-wide right-of-way that was dedicated to the public in 1917 on the official plat map of Central Heights, Plat 52. Although the County is unaware the exact date West Street was laid out, open, and constructed, West Street provides the only access to Golden Hill Apartments, which were built in 1965. West Street was not constructed in accordance with County standards.

West Street has been laid out, open and constructed prior to 1990 and was not constructed in accordance with County standards.

Providing maintenance on this road will not reduce the level of service to other roads in the Gila County Maintained Roadway System. Signage will be placed on the road indicating “Primitive Road, caution, use at your own risk. This surface is not regularly maintained.”

Supervisor Humphrey thanked Mr. Goodman for working on this road as it lies within his district boundaries. He stated, “It has a drainage issue, which we can now address.”

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board unanimously adopted Resolution No. 25-04-02. **(A copy of the resolution is attached to these minutes and is permanently on file in the Board of Supervisors’ Office.)**

E. Information/Discussion/Action to approve a Subrecipient Agreement between Gila County, UEI# C8EKKJK67XB1 and the Arizona Department of Emergency and Military Affairs for FFY 2024/2025 Emergency Management Performance Grant No. EMF-2024-EP-05013 to accept funding in the amount of \$105,170 with a cost match of \$105,170 of non-federal funds or 50% of the total approved project cost of \$210,340 for the performance period of July 1, 2024, to June 31, 2025.

Carl Melford, Emergency Management Program Manager, presented this agenda item. The Emergency Management Performance Grant (EMPG) funding will support the efforts of the Gila County Emergency Management Division to coordinate emergency preparedness, response, recovery, and mitigation activities with other public agencies, private organizations, and community volunteers. He stated, “This was reissued when we left the Cobre Valley Complex and came back to Central Heights. It’s rent for that facility.”

Mr. Melford explained that as a condition of the award, Gila County is required to contribute a cost match of \$105,170 of non-federal funds, or 50 percent of the total approved project cost of \$210,340.

Chairman Christensen inquired if the grant funds were spent each year to which Mr. Melford replied that they are mostly spent each year; however, when there is money left over, it is used for additional one-time projects.

Upon motion by Vice-Chairman Cline, seconded by Supervisor Humphrey, the Board unanimously approved a Subrecipient Agreement between Gila County, UEI# C8EKKJK67XB1 and the Arizona Department of Emergency and Military Affairs for FFY 2024/2025 EMPG No. EMF-2024-EP-05013, as presented.

F. Information/Discussion/Action to adopt Proclamation No. 2025-04 proclaiming April 2025 as Fair Housing Month in Gila County.

Mr. Beck explained that as part of the grant deliverables, Gila County Community Services Division, Housing Services, is required to have the Board of Supervisors adopt this proclamation. Housing Services would like to join the nation in proclaiming April 2025 as Fair Housing Month in Gila County.

He added that Housing Services at times receives complaints from its clients; however, it is nothing for the Board to be worried about because Housing Services has a good tracking system in place. He said, "It is first in, first out. There is no way to skip funds, to skip lines. We don't put anybody first." He added that many of the staff working in Housing Services used to receive housing services. He stated that they got out of their situation of needing housing assistance and they are now working for Gila County.

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board unanimously adopted Proclamation No. 2025-04. **(A copy of the proclamation is attached to these minutes and is on file in the Board of Supervisors' Office.)**

G. Information/Discussion/Action to approve Amendment No. 2 to Professional Services Contract No. 081723 with Election Systems & Software to renew the contract for one (1) additional one-year from April 1, 2025, through March 31, 2026, for an amount not to exceed \$52,520.66.

Eric Mariscal, Elections Department Director, advised that Election Systems & Software (ES&S) partners with the U.S. Department of Homeland Security and is certified by the U.S. Election Assistance Commission. ES&S is the provider of the County's existing elections equipment. Ongoing maintenance and service are necessary to remain in compliance with relevant regulations.

This is the second of 3 one-year renewal options under this contract.

Upon motion by Vice-Chairman Cline, seconded by Supervisor Humphrey, the Board unanimously approved Amendment No. 2 to Professional Services Contract No. 081723 with ES&S, as presented.

H. Information/Discussion/Action to approve Intergovernmental Agreement No. 04012025 between Gila County and Hayden-Winkelman Unified School District #41 in the amount of \$1,500 to support the school's scholarship program for graduating seniors, which the Board has determined to be for the benefit of the public.

Vice-Chairman Cline advised that for the past 7 years he has provided support to Hayden-Winkelman Unified School District #41 for the schools' scholarship program for graduating seniors.

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board unanimously approved Intergovernmental Agreement No. 04012025 between Gila County and Hayden-Winkelman Unified School District #41, as presented, and which the Board has determined to be for the benefit of the public.

I. Information/Discussion/Action to approve Intergovernmental Agreement No. 04022025 between Gila County and the Pleasant Valley Historical Society in the amount of \$4,000 to support the purchase of a document scanner, which the Board has determined to be for the benefit of the public.

Vice-Chairman Cline advised that people have valuable documents; however, they don't always want to donate them to the Pleasant Valley Historical Society or a museum, but they are willing to donate copies of their documents. The scanner is needed to copy the documents.

Upon motion by Vice-Chairman Cline, seconded by Supervisor Humphrey, the Board unanimously approved Intergovernmental Agreement No. 04022025 between Gila County and the Pleasant Valley Historical Society, as presented, and which the Board has determined to be for the benefit of the public.

J. Information/Discussion/Action to approve Contract No. 20G-BBF-1103-GC2 with Biddle and Brown Fencing Company in the amount of \$24,511.65 for the replacement of 360 feet of fencing at the Gila County Go Kart Track; and authorize the County Manager's signature on the contract.

Joseph Dickison, Facilities and Land Management Department Director, advised that although this agenda item falls within the procurement threshold of having the County Manager sign the contract, it is important to bring it to the Board of Supervisors to highlight the improvements being made to the Gila County Fairgrounds. He added that the County has invested \$1.45M thus far for Fairgrounds improvements.

Vice-Chairman Cline stated that he has received numerous emails regarding the time it has taken to get the fencing replaced. It was his understanding that there was a volunteer building that fence, but he was made to stop. He asked Mr. Dickison the reason. Mr. Dickison replied that it is important to have the work done by a County-approved contractor per ACIP (Arizona Counties Insurance Pool). He stated, "Volunteers can do work out there, but it must fall within our ACIP guidelines." Vice-Chairman Cline acknowledged that fact; however, he is frustrated with the process to hire a contractor as it has been very slow. He asked when this project would take place. Mr. Dickison replied that the fence replacement was identified a year ago as a critical maintenance effort, but other projects took precedence, so the project was scheduled for this

year. Vice-Chairman Cline stated, “We are horrible on getting projects done on time. We need to be a little cognizant when we have meets at the racetrack. We need to do everything we can to pull it off and get it done. If we have a group willing to do the work with you overseeing, we need to take that into consideration. I would hope in the future that happens.”

Supervisor Humphrey commented that he personally knows many of the volunteers and he believes they could do a good job or better than the contractors. He stated, “With our insurance company, they would love for us to not have racing at all. They are fighting us hard...Our insurance is very necessary for our functions out there, and if we get them on the wrong side of us for any reason, our fairgrounds will not be able to function at all.”

Vice-Chairman Cline acknowledged that Mr. Menlove had authority to sign the contract because it is below \$50,000. He thanked him for bringing this matter before the Board.

Miss Sydney Foerster of Globe advised that she is 14 years old, and she has been racing since she was 5 years old. She proceeded to read a statement saying how much racing means to her and she shared some of her experiences helping at the go kart racetrack alongside her family and other racers and their families. She stated, “Gila Monsters also taught me sportsmanship; family is not just your blood. A big part of who I am came from the go-kart racetrack.” Each Supervisor thanked Miss Foerster for addressing the Board and sharing her story. Supervisor Humphrey stated, “I appreciate your desire to do what you do. We will keep supporting physical activities as long as we can and as long as our insurance company will allow.”

Upon motion by Supervisor Humphrey, seconded by Vice-Chairman Cline, the Board unanimously approved Contract No. 20G-BBF-1103-GC2 with Biddle and Brown Fencing Company in the amount of \$24,511.65, as presented.

Item 5 - CONSENT AGENDA ACTION ITEMS: (Any matter on the Consent Agenda will be removed from the Consent Agenda and discussed and voted upon as a regular agenda item upon the request of any member of the Board of Supervisors.)

A. Approval of a Special Event Liquor License Application submitted by Pine-Strawberry Fuel Reduction, Inc. to serve liquor at the Pine Trail Run event on May 10, 2025.

B. Approval of a Special Event Liquor License Application submitted by Rim Country Friends of Tonto Natural Bridge State Park for the Taste at the Bridge special event to be held on September 20, 2025, at Tonto Natural Bridge State Park.

C. Acknowledgment of the February 2025 monthly activity report submitted by the Recorder's Office.

D. Acknowledgment of the February 2025 monthly activity report submitted by the Clerk of the Superior Court's Office.

E. Acknowledgment of the February 2025 monthly report submitted by the Globe Regional Justice of the Peace's Office.

F. Acknowledgment of February 2025 monthly report submitted by Globe Regional Constable's Office.

G. Acknowledgment of the February 2025 monthly report submitted by the Payson Regional Constable's Office.

H. Approval of the Board of Supervisors' March 11, 2025, March 18, 2025, and March 25, 2025, meeting minutes.

I. Acknowledgment of the report for the County Manager approved contracts under \$50,000 for the month of January 2025.

Upon motion by Vice-Chairman Cline, seconded by Supervisor Humphrey, the Board unanimously approved Consent Agenda items 5A through 5I

Item 6 - CALL TO THE PUBLIC: A call to the public is held for public benefit to allow individuals to address the Board of Supervisors on any issue within the jurisdiction of the Board of Supervisors. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute § 38-431.01(I), at the conclusion of an open call to the public, individual members of the Board of Supervisors may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date.

There were no comments from the public.

Item 7 - At any time during this meeting pursuant to A.R.S. § 38-431.02(K), members of the Board of Supervisors and the County Manager may present a brief summary of current events. No action may be taken on the information presented.

County Manager James Menlove and each Supervisor provided a summary of current events.

With no further business to come before the Board of Supervisors, Chairman Christensen adjourned the meeting at 11 a.m.

APPROVED:

Woody Chi Vice-Chairman For
Stephen Christensen, Chairman

ATTEST:

Carian Heatherly Clerk of the Board Consultant
for James Menlove, Clerk of the Board