

MINUTES

TOWN OF MIAMI

REGULAR MEETING OF THE MAYOR AND COUNCIL MONDAY, OCTOBER 12, 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 (telephonically) Councilmember Castaneda, Councilmember Gonzales, Councilmember Hanson and Councilmember Medina.

STAFF PRESENT: Town Manager Heatherly, Town Attorney Goodwin, Town Clerk Norris, Librarian Delvan Hayward, Engineering Tech Curzon and Police Chief Gillen.

4. CONSENT AGENDA:

- A. Consideration and possible action to approve Minutes of the September 28, 2015 Special Council Meeting.
- B. Consideration and possible action to approve Cities and Towns Week Proclamation.
- C. Consideration and possible action to approve the Town Payroll for September 27, 2015.

Councilmember Hanson 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 September 25, 2015 to October 8, 2015.

Councilmember Hanson motioned to approve the demands for September 25, 2015 to October 8, 2015. Motion seconded by Councilmember Medina. Town Manager Heatherly points out a correction to the two AMRRP checks – the listed checks have been voided and a new check issued with a corrected amount of \$197,140.27. Mayor Dalley calls for the vote. Vote – 7 in favor. MOTION PASSED.

6. REPORTS / RECOGNITIONS:

A. Department Reports.

Police Chief Gillen, Police Department report of statistics and activity. Comments briefly on the "tagging" incident that occurred last night. It is currently under investigation and they do have some leads.

Delvan Hayward, Library, reports on library statistics and activities. Reports that 2 gentlemen have been donating money to help pay for expenses/supplies for children who are doing homework at the library. Friends of the Library held their quarterly meeting, will be conducting the winter book sale in December, but the book sale room is always open if anyone wants to buy books. Carpet in the library will be cleaned on Monday. Reports that fall cleaning and sorting of the shelves has begun and have started the prep work for painting of the teen room. Reports that the Hall of Fame will be having a presentation this Saturday celebrating the 100th of the Miami High School.

Paul Curzon, Engineering Tech, reports that he has been working on permitting, data collection and site reviews. Reports he has been working with the owners of the new business that is coming to town, to get them licensed. Reports that the sign project is progressing very well. Has been reviewing life safety issues with the Town. Has been evaluating some of the Town's cooling systems and looking into updating the systems.

B. Town Manager Report.

Town Manager Heatherly reports on the Pinal/Gila Senior Center review report; signs at the north end of town have all been replaced and will be beginning with the south side very soon. The purple lights in recognition of Domestic Violence Awareness Month have been installed for the month. Reports on the first meeting of the TAC (Transportation Advisory Council) Committee. Continuing to work with City of Globe for to finalize the purchase agreement for the garbage truck. The Town of Miami will be participating in the local job fair on October 22nd.

Lost telephonic connection with Councilmember Black – 6:41 p.m.

C. Mayor/Council Reports.

Mayor Dalley thanks Town Manager Heatherly for getting the purple lights installed. Announces the Miami High School Homecoming Parade this Friday the 16th. Reports briefly on the TTAC meeting he attended last week. Will be attending an upcoming water education seminar at Bullion Plaza. Will be attending a luncheon with Kip Ward and Senator Flake regarding Global Legislation concerns. Will be attending a reception for new Judge Brian Chambers on Friday.

Councilmember Medina reports on the Globe Moose Lodge Halloween event – details will be in the local newspaper. Comments regarding the Children's Halloween costume hand out that will be sponsored by the local police and fire departments. Gives a brief update on the Boomtown Spree.

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

8. **UNFINISHED BUSINESS:**

- A. **Information, discussion and possible action:** To approve a contract with Rick Engineering for engineering services for the Merritt Ramp CDBG Project and approve the agreement.

Engineer Tech Mr. Paul Curzon presents this item to Council. Mr. Curzon gives a brief progress update on this CDBG project. Gives a brief overview of the engineering proposal process and timeline. The final proposal amount from Rick Engineering Services was \$38,075.00. Town Attorney Goodwin comments regarding the standard agreement provided by CAG. Would like to review the conditions in both agreements to make sure they agree and asks that Council approve it subject to review by the Town Attorney. Just would like to make sure that there are not any conflicting provision in the agreements. Councilmember Hanson motioned to approve the contract with Rick Engineering for engineering services for the Merritt Ramp CDBG Project subject to review by the Town Attorney. Motion seconded by Councilmember Medina. Councilmember Gonzales asks for the estimated time to start this project. Town Manager Heatherly explains that the actual construction work should start approximately 60 days after the engineering work is completed. Mayor Dalley calls for the vote. Vote – 6 in favor and 1 member absent (Councilmember Black). **MOTION PASSED.**

9. **NEW BUSINESS:**

- A. **Information and discussion only:** Presentation of recent meetings and discussions on alternatives to establish programs to improve the development of local youths. Providing alternatives to actively promote involvement in local activities, community service, sports, technology and mentoring of the youths for them to become positive and productive individuals within the community.

Mr. Kendall Rhyne, Gila County Chief Probation Officer and Courts Administrator and Ms. Patricia Phifer, Gila County Juvenile Prosecutor are present to discuss the juvenile issues occurring within the Town and alternatives to prosecution of juveniles. Mr. Rhyne comments that he has been listening to the juvenile issues that the Town has been dealing with. Mr. Rhyne explains how the juvenile processing system works. Mr. Rhyne gives a handout to Council that shows current statistic and reviews the handout with Council. Mr. Rhyne discusses some of the problems in Miami and discusses providing children with pro social activities. Comments regarding some of the things that have been discussed that may help the families and children in the community and that there has to be a better way to address the youth. Ms. Phifer comments that the juvenile system is about helping the kids and not just locking them away; will not solve problems. Questions and answers regarding the charts handed out to Council, for clarification of what the information means. Vice Mayor Reiman discusses the juvenile problem in the Town and it being the same kids over and over again. The kids just laugh at you, whose job is it to discipline these kids? The police arrest them and they are right back on the street causing the same trouble as before because nothing is done to them. Mr. Rhyne states that it is the communities job; be proactive to provide services for the children and families. Mr. Rhyne states that his office is always open and he will be happy to discuss the issue with anyone who would like to talk to him and get more information.

Councilmember Gonzales comments regarding the kids being "bored"; are there any grants or services to help provide something to keep the kids busy and off the streets and out of trouble. Discussion regarding not just doing something just for the kids, but the families as well. Discussion regarding having key players involved to help work on these issues and working together to solve these problems. Discussion regarding identifying the problem and what the Town would like to do to solve it. Brief discussion regarding the Boy Scouts; they have a great program that keeps the kids occupied and involved in things other than getting into trouble. No action taken on this item.

- B. Information and discussion only:** Update and discussion regarding the financial closing of Phase 2 of the sewer collection system project with the United States Department of Agriculture-Rural Development.

Town Managerly Heather introduces Mr. Michael Cafiso of Greenburg Traurig Law, special counsel for the bonding of the sewer project. Mr. Cafiso gives a brief review of the last six months of Phase 2 of the sewer project and how the Town got back on track with this project. Mr. Cafiso states that October 15th is set as the closing date for this project. No action taken on this item.

- C. Information and discussion only:** Introduction of representatives of Kinkaid Civil Construction, which have been awarded the construction contract, and a presentation of the Phase 2 construction schedule.

Mr. Ron Hilgart of HilgartWilson is present to give an update presentation of the project schedule. Mr. Hilgart gives a brief overview of the funding for Phase 2 of this project. The preconstruction meeting is scheduled for next Tuesday. Hope to have construction started by the first of November. Mr. Hilgart reviews the construction phases and comments briefly regarding Phases 3 – 5. Kinkaid Construction representatives are present at the meeting. Mr. Ty Borum, owner of Kinkaid Civil Construction introduces himself and gives a brief overview of his company. Discussion regarding Kinkaid Construction employing some local people on the job. Mr. Borum states that they will be hiring some people locally. Mr. Borum states that they are also looking to put an office here and to house approximately 8-10 people here for the next 7 or 8 months. Discussion regarding hiring sub-contractors locally. Mr. Borum states that none of the local contractors bid on this job. Councilmember Gonzales questions the additional \$90,000.00 that was added due to the delay in the project; what exactly was that for. Mr. Hilgart explains that was to the design firm, AMEC, phase 1a and 1b, the grit separator were to be concurrent. The initial proposal was based on the grit separator, pump station and the Phase 2 sewer line happening concurrently. Because it didn't happen concurrently, that is what caused the increase in costs. No action taken on this item.

- D. Information, discussion and possible action:** Review and discussion of results completed by financial consultant of the financial activities for fiscal year 14/15; to include recommendations for areas of improvement and development of policies and procedures.

Town Manager Heatherly explains that Ms. Pat Walker was not able to be present for tonight's meeting so Ms. Sherry Wright will be making the presentation to Council. Ms. Wright provides Council with a memo that covers the areas of financials that she has been covering for the

Town. Ms. Wright reviews her findings with Council. Explains that she has found numerous transactions that have been posted incorrectly, not posted at all or not entered at all. Review of the bank deposits and how they compared to the bank statements and to the general ledger. Ms. Wright explains that numerous deposit amounts did not match up. Explains that there are 3 amounts in the general ledger that do not show up in the bank deposits, they are unaccounted for. Comments that there are a lot of things that are not orderly, consistent and a lot of missing records. Explains that she set up a special account in the general ledger to record the overage and shortages. Explains that there was some overages and some shortages but the net effect of all those overage and shortages for 2014/2015 totals a net shortage of \$14,807.68. Brief discussion regarding the backing out of erroneous postings. Discussion regarding several amounts that were recorded in the general fund that were monies received for HURF and the Gila RDX Tax Extension. Discussion regarding several payrolls that were posted two and three times in the general ledger, resulting in a double or triple counting of those payroll expenditures. Discussion regarding several payroll direct deposits that were reversed by the bank, but the adjustments to the general ledger have not been made. Ms. Wright states she thinks the Town should consider using a "Positive Pay" process offered by most banks that requires the bank to compare any check presented to an electronic file provided by the Town of all checks issued. Brief discussion of the processing of NSF checks and the Town charging NSF fees. Brief discussion regarding what would warrant a forensic audit to determine theft. Discussion and comments regarding putting systems in place for checks and balances. Nothing will stop theft or mistakes 100%. Discussion regarding the importance of doing yearly audits. Town Manager Heatherly comments regarding the consequences of comingling funds. Discussion regarding the importance of implementing policies and procedures. No action taken on this item.

E. Information and discussion only: Financial management report from Miami Genesis, Inc. on the Fiesta Event.

Mrs. Rosemary Castaneda, Treasurer of Miami Genesis gives the financial report of the Town of Miami Fiesta event. Review of the revenues and expenditures. Brief explanation of the space rental fees and special event license fees; they were collected together but recorded separately. Miami Genesis also provided a report showing their expenses and revenues for the event as well. Brief review of the volunteer hours that was recorded for this event. Mayor Dalley thanks Miami Genesis for making this event happen. Town Manager Heatherly comments regarding all the work that goes into this event, by Genesis as well as the Town. No action taken on this item.

10. CALL TO THE COUNCIL:

Councilmember Medina thanks Miami Genesis for all they do towards improving the Town.

Councilmember Castaneda comments regarding the Town working together with the non-profit agencies and people who are doing things for the town, it really takes a coordinated effort. Thanks the Town for being on board with Genesis.

Mayor Dalley reports on the donations received for the Veterans Day Ceremony. Announces all the food will be free that day and asks everyone to bring a couple cans of food that day as well. Announces that the Silverfront sign was put up today.

11. ADJOURNMENT:

Councilmember Castaneda motioned to adjourn the meeting. Motion seconded by Councilmember Hanson. Mayor Dalley calls for the vote. Vote – 6 in favor and 1 member absent (Councilmember Black). MOTION PASSED.

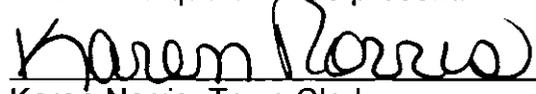
Meeting adjourned at 8:39 p.m.

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 12th day of October, 2015.

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

DATED this 26th day of October 2015.



Karen Norris, Town Clerk

APPROVED:



Darryl Dalley, Mayor