

MINUTES

MINUTES OF THE REGULAR SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, MAY 16, 2023, AT 7:00 PM AT COUNCIL CHAMBERS LOCATED AT 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 7:00PM.

ROLL CALL

COUNCIL

Councilmember Juanetta Hill, Ward III	
Councilmember Joni Giacomino, Ward II	7:10pm
Councilmember Frank Davis, Ward I	Excused
Mayor Ken Budge	
Councilmember Leslie Johns, Ward I	
Councilmember Mel Sowid, Ward II	
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	Excused

STAFF

Stephen J. Pauken, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Joelle Landers, Personnel Director
Matthew Gurney, Public Works Director
Tim Cox, Police Chief
Jim Richardson, Fire Chief

CITY ATTORNEY

Joseph Estes

INVOCATION: Mayor Budge asked for a moment of reflection.

PLEDGE OF ALLEGIANCE

MAYOR'S PROCLAMATIONS AND ANNOUNCEMENTS:

- Mayor Budge announced the Naco Wellness Initiative Garden Party and Fundraiser.

Former Councilmember Douglas Dunn spoke regarding the Naco Wellness Initiative Garden Party and Fundraiser.

CALL TO THE PUBLIC

THE FOLLOWING ITEMS WERE DISCUSSED, CONSIDERED AND/OR DECIDED UPON AT THIS MEETING:

GENERAL BUSINESS:

1. ACCOUNTS PAYABLE: Subject to availability of funds.

MOTION: Councilmember Johns moved to approve accounts payable in the amount of \$278,706.55.

SECOND: Mayor Budge

Councilmember Sowid asked a question regarding a Fire Department expense; vehicle parts & labor \$13,083.31, and Mr. Pauken responded.

MOTION PASSED: UNANIMOUSLY

2. Approval of the Consent Agenda

- A. Approval of the Minutes of the Regular Session of Mayor and Council held on May 2, 2023.

Ashlee Coronado, City Clerk

MOTION: Mayor Budge moved to approve the Consent Agenda item 2A.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

OLD BUSINESS

NEW BUSINESS

- 3. Discussion and Possible Approval of Ordinance O-23-11; an Ordinance of the Mayor and Council of the City of Bisbee, County of Cochise, State of Arizona, authorizing the sale and transfer of certain property located at 1 Cochise Row, City of Bisbee, County of Cochise, State of Arizona’s under the city’s workforce housing initiative; authorizing the taking of all other actions necessary for the consummation of the transaction contemplated by this ordinance and declaring an emergency.

Stephen J. Pauken, City Manager

Mr. Pauken stated this was the first house in the program that was built from scratch on a vacant lot that we have owned for a number of years. This will be sold to an employee in local government in Bisbee. We are happy to put a person in the home that can work in Bisbee and live in Bisbee.

MOTION: Councilmember Johns moved to approve Ordinance O-23-11; an ordinance of the Mayor and Council of the City of Bisbee, County of Cochise, State of Arizona, authorizing the sale and transfer of certain property located at 1 Cochise Row, City of Bisbee, County of Cochise, State of Arizona under the city’s workforce housing initiative; authorizing the taking of all other actions necessary for the consummation of the transaction contemplated by this ordinance and declaring and emergency.

SECOND: Councilmember Sowid

ROLL CALL VOTE

AYES: Councilmember Hill, Giacomino, Johns, Sowid, and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-5 NAYS-0

- 4. Discussion and Possible Approval of Resolution R-23-07 Accepting the Fiscal Year 2024 PSPRS Pension Funding Policy.

Keri Bagley, Finance Director

Ms. Bagley stated this was the annual PSPRS pension funding policy required of all PSPRS members regarding of funding status. This policy formally accepts the city’s assets and liabilities funding status. At the end of fiscal year 2022 the status was at 97.6% funded with just under \$557,000 unfunded liability and that remaining liability was paid in March. The plan going forward was to maintain the fully funded status and set up a 1.5-million-dollar reserve fund to use towards any unfunded liability that might accrue in the future.

MOTION: Mayor Budge moved to approve Resolution R-23-07 approving the PSPRS Pension Funding Policy for Fiscal Year 2024.

SECOND: Councilmember Giacomino

ROLL CALL VOTE

AYES: Councilmember Hill, Giacomino, Johns, Sowid, and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-5 NAYS-0

- 5. Discussion and Possible Approval of Resolution R-23-08: Designating Keri Bagley as the Chief Fiscal Officer (CFO) for Fiscal Year 2024 for the purpose of submitting the City’s annual Expenditure Limitation Report to the Arizona Auditor General’s Office.

Keri Bagley, Finance Director

Ms. Bagley stated this was a formality that the Auditor General requires to designate somebody who’s responsible for submitting the expenditure limitation report. This will be submitted after our next fiscal year 2023 audit.

MOTION: Councilmember Sowid moved to approve Resolution R-23-08 Designating Keri Bagley as the CFO of the City of Bisbee for Fiscal Year 2024.

SECOND: Councilmember Johns

ROLL CALL VOTE

AYES: Councilmember Hill, Giacomino, Johns, Sowid, and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-5 NAYS-0

- 6. Discussion and Possible Approval of Resolution R-23-10 approving a 5year lease with United States Postal Service for the facility in Old Bisbee at a rent of \$59,815 per year, effective January 1, 2023.

Stephen Pauken, City Manager

Mr. Pauken reviewed some of the important details of the lease.

MOTION: Councilmember Hill moved to approve Resolution R-23-10 Approving a 5 Year Lease with the United States Postal Service for the Facility in Old Bisbee at a Rent of \$59,815 Per Year, effective January 1, 2023.

SECOND: Councilmember Johns

ROLL CALL VOTE

AYES: Councilmember Hill, Giacomino, Johns, Sowid, and Mayor Budge

NAYS: 0

MOTION PASSED: AYES-5 NAYS-0

- 7. Discussion and Possible Approval for the use of Engineering Services with Zacatecas Engineering to complete site survey work and a structural repair evaluation.

Matthew Gurney, Public Works Director

Mr. Mike Normand, Project Manager Camp Naco spoke regarding the work that Zacatecas Engineering will complete for Camp Naco such as site survey work and structural repair evaluation.

MOTION: Councilmember Johns moved to approve the use of Engineering Services with Zacatecas Engineering to complete site survey work and a structural repair evaluation.

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

- 8. Discussion and Possible Approval for the purchase of two 20-foot shipping containers from Conexwest in the amount of \$8,325.00.

Matthew Gurney, Public Works Director

Mr. Mike Normand, Project Manager Camp Naco stated they sought proposals from vendors and Conexwest had the lowest cost, which also included transportation. He explained why the containers were needed.

MOTION: Councilmember Sowid moved to approve the purchase of two 20-foot shipping containers from Conexwest in the amount of \$8,325.

SECOND: Councilmember Giacomino

MOTION PASSED: UNANIMOUSLY

- 9. Discussion and Possible Approval for an emergency purchase of a Phoenix Pumps submersible sewage pump.

Matthew Gurney, Public Works Director

Mr. Gurney said the Mule Gulch lift station had two pumps and one of the pumps went out and the back-up was put in and within 2 weeks the back-up pump went out as well. We are now down to one pump being used. Phoenix Pumps has one on the shelf that we can get right now.

MOTION: Mayor Budge moved to approve the emergency purchase of a Phoenix Pumps submersible sewage pump. One of the pumps went out about a month ago

SECOND: Councilmember Sowid

MOTION PASSED: UNANIMOUSLY

- 10. Discussion and Possible Approval of the FY24 Benefit Renewal Agreement for Alliance Work Partners for the Employee Assistance Plan.

Joelle Landers, Personnel Director

Ms. Landers said this was the renewal agreement for our Employee Assistance Plan handled by Alliance Work Partners. She explained the cost of the agreement and what the Employee Assistance Plan entailed.

MOTION: Councilmember Hill moved to approve the FY24 Employee Benefit Renewal Agreement for Alliance Work Partners for the Employee Assistance Plan.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

- 11. City Manager's Report:

- Mr. Pauken followed up with Council regarding the Ok Street Parking Issue and the FAA Through the Fence.

COUNCIL COMMENTS OR FUTURE AGENDA ITEM SUGGESTIONS: (Council members may suggest topics for future meeting agendas, but Council will not here discuss, deliberate, or take any action on these topics.):

MOTION: Mayor Budge moved to adjourn the meeting.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 7:50PM

Ken Budge, Mayor