

JOE SHIRLEY, JR.  
VICE CHAIRMAN OF THE BOARD  
DISTRICT I  
P.O. Box 1952, Chinle, AZ 86503

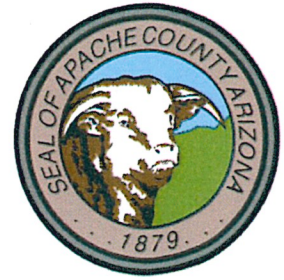
ALTON JOE SHEPHERD  
CHAIRMAN OF THE BOARD  
DISTRICT II  
P.O. Box 994, Ganado, AZ 86505

TRAVIS SIMSHAUSER  
MEMBER OF THE BOARD  
DISTRICT III  
P.O. Box 428, St. Johns, AZ 85936

**BOARD OF SUPERVISORS  
OF APACHE COUNTY**

P.O. BOX 428  
ST. JOHNS, ARIZONA 85936

TELEPHONE: (928) 337-7503  
FACSIMILE: (928) 337-2003



RYAN N. PATTERSON  
MANAGER-CLERK  
ST. JOHNS, AZ 85936

**NOTICE OF A SPECIAL PUBLIC MEETING AND  
AGENDA OF THE APACHE COUNTY BOARD OF SUPERVISORS**

**April 21, 2020**


**Board of Supervisors' Hearing Room, First Floor  
75 West Cleveland Street  
St. Johns, Arizona  
10:00 a.m. MST**

**Due to the COVID-19 health crisis, following CDC guidelines, and Governor Ducey's Executive Order #2020-09, the public is invited to listen to the Board of Supervisors' meeting by calling: 888 788 0099 Meeting ID: 880 8069 1555, however, there will be no physical access to the meeting.**

1. Election Department: Discussion and possible approval to accept Election HAVA grant funds in the amount of \$130,192 to be used for election security.
2. Emergency Management: Discussion and possible approval to accept the Public Health Emergency Preparedness COVID-19 grant ADHS17-133163 in the amount of \$184,972.
3. Superior Court: Discussion and possible approval to relocate two vacant Clerk positions; one from the Round Valley Justice Court and one from the Puerco Justice Court to be relocated to the Clerk of the Court and Superior Court.
4. District II: Discussion and possible approval of a resolution authorizing Apache County – District II, to request a grant from USDA-Community Facilities Direct Loan & Grant Program in the amount of \$85,950, with a \$28,650 match, to be used to purchase equipment for the Elderly Wood Project.
5. District II: Discussion and possible approval of a resolution authorizing Apache County – District II for a grant submission in the amount of \$177,245 to USDA – Community Facilities Direct Loan & Grant Program for radio tower enhancement and fleet radios.

6. Human Resources: Request authorization to update Apache County Human Resources Policy Manual Section 4.1: Political Activity.
7. County Attorney: Following a possible executive session for legal advice pursuant to A.R.S. 38-431.03(3), discussion and possible approval of a settlement agreement with Transwestern Pipeline to set centralized tax valuations for 2018 and 2019 based on Court determination of the value from the 2017 tax year.

*Pursuant to the Americans with Disabilities Act, the Apache County Board of Supervisors endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact the Clerk of the Board's office at (928)337-7503, TDD (928)-337-4402 at least 24 hours prior to the meeting (not including weekends or holidays) so that an accommodation can be arranged. One or more members of the Board of Supervisors may participate telephonically or through video communication.*

Posted this 20<sup>th</sup> day of April 2020, at 8:30 a.m. by .



Ryan N. Patterson  
Clerk of the Board

**BOARD OF SUPERVISOR'S AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Angela Romero/Election Department

Date/Signature: 4/2/20 Angela C. Romero

Describe in detail what you want to say to the Board and what action you want the Board to take:

- 1. Discussion and possible approval to accept Election HAVA grant funds in the amount of \$130,192.00 to be used for Election Security.

BOS Meeting Date Requested 4/7/20

**PRE-AGENDA ITEM REVIEW**

Review Routing / /Legal / /Finance / /Purchasing / /Human Resource / /Other: \_\_\_\_\_

Legal Review: Submitted to Attorney Joe Young

Signature: \_\_\_\_\_

Finance Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Purchasing Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Human Resources Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Other Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Reviews completed, item approved for Agenda.

Supervisor/Board Clerk's Initials \_\_\_\_\_

**BOARD ACTION TAKEN**

/ /Approved / /Disapproved / /Deleted / /Continued to: \_\_\_\_\_

## Beth Bond

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**From:** Joe Young <JYoung@apachelaw.net>  
**Sent:** Monday, April 6, 2020 9:56 AM  
**To:** Beth Bond; Angela Romero  
**Subject:** RE: Elections . Agenda item . HAVA Grant . BOS mtg 4/7/20

I think we should probably do a special agenda, but it depends on when the funds are getting spent. We should have the board vote on it before any funds are spent.

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**From:** Beth Bond [mailto:bbond@co.apache.az.us]  
**Sent:** Monday, April 6, 2020 9:38 AM  
**To:** Angela Romero <aromero@co.apache.az.us>; Joe Young <JYoung@apachelaw.net>  
**Subject:** RE: Elections . Agenda item . HAVA Grant . BOS mtg 4/7/20

.. Joe, Angela was inquiring as to if this was on the agenda for tomorrow. It is not - this item will be on the May agenda or if a special meeting is needed, I will add it. Sorry for the confusion.  
Thanks!

**Beth Bond**  
**Assistant Clerk of the Board**  
**928-337-7502**

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**From:** Angela Romero <[aromero@co.apache.az.us](mailto:aromero@co.apache.az.us)>  
**Sent:** Thursday, April 2, 2020 10:29 AM  
**To:** Joe Young <[jyoung@apachelaw.net](mailto:jyoung@apachelaw.net)>  
**Cc:** Beth Bond <[bbond@co.apache.az.us](mailto:bbond@co.apache.az.us)>  
**Subject:** Elections . Agenda item . HAVA Grant . BOS mtg 4/7/20  
**Importance:** High

Joe,

As requested, I am submitting this agenda item to be placed at the next BOS meeting.

*Angela C. Romero*  
Apache County Elections Director  
PO Box 428  
St. Johns, Arizona 85936  
Tel: 928-337-7537  
Fax: 928-337-7538



## NOTICE OF SUB-GRANT AWARD LETTER

March 30, 2020

**Federal Sub-Grant:** 2018 HAVA Election Security Grant  
**CFDA Number:** 90.404  
**Agreement Number:** AZ18101001  
**Federal Awarding Agency:** US Election Assistance Commission

**Project Period:** 03/23/2018 – 03/22/2023  
**Fiscal Year Award:** 2020  
**Award Amount:** \$130,192.00

**Sub-Grantee County:** Apache County  
**Sub-Grantee Address:** 75 West Cleveland, St. Johns, Arizona 85936

The Arizona Secretary of State's Office is pleased to inform you that your county has been awarded a 2018 HAVA Election Security subgrant. This sub-grant is made on the basis of submitting an application and making expenditures that fall under the following HAVA guidelines:

- Replace voting equipment that only records a voter's intent electronically with equipment that utilizes a voter verified paper record;
- Implement a post-election audit system that provides a high level of confidence in the accuracy of the final vote tally;
- Upgrade election-related computer systems to address cyber vulnerabilities identified through Department of Homeland Security, or similar scans or assessments of, existing election systems;
- Facilitate cybersecurity training for the state chief election official's office and local election officials;
- Implement established cybersecurity best practices for election systems;
- Fund other activities that will improve the security of elections for Federal office.
- Complying with the requirements under title III;
- Improving the administration of elections for Federal office;
- Educating voters concerning voting procedures, voting rights, and voting technology;
- Training election officials, poll workers, and election volunteers;
- Developing the State plan for requirements payments to be submitted under part 1 of subtitle D of title II;

- Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes;
- Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing nonvisual access for individuals with visual impairments, and providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language;
- Establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information.

The sub-grant requirements are contained in the Code of Federal Regulations, 2 C.F.R. 200. Sub-grant recipients must follow all federal HAVA laws and any state applicable laws relating to grants.

Sub-grant recipients must also provide the Secretary of State's Office with invoices and payment receipts for any purchases within 30 days of purchase. If funds are not spent within 30 days, they must be placed in an interest-bearing account. Quarterly reports should be submitted if funds are not fully expended within 30 days, in which the reports shall include the interest earned, the amount spent and current balance, at minimum. Please refer to the sub-grant guidelines packet for further information and requirements.

By submitting an application with HAVA approved expenditures to the Secretary of State's Office, you are confirming your county's acceptance of this award. The award disbursement is contingent on Secretary of State's review and approval of your application.

Thank you,

A handwritten signature in black ink, appearing to be 'KH', followed by a long horizontal line extending to the right.

Arizona Secretary of State  
Katie Hobbs

Apache County Board of Supervisors  
AGENDA ITEM REVIEW FORM

AG-2019-001-01

Submitter's Name Apache County Emergency Management & Preparedness

Date/Signature: Sammy Wilkins 4/8/2020

Describe in detail what you want to say to the Board and what action you want the Board to take:

Discussion and possible approval to accept the Public Health Emergency Preparedness – COVID-19 Grant ( ADHS17-133163) in the amount of \$184,972.00

BOS Meeting Date: \_\_\_\_\_

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PRE-AGENDA ITEM REVIEW

Legal Review: \_\_\_\_\_

Signature: [Signature]

Check if item does not require review

Finance Review: \_\_\_\_\_

Signature: [Signature]

Check if item does not require review

Human Resources Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Check if item does not require review

Other Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Check if item does not require review

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Reviews completed, item approved for Agenda. Board Clerk's Initials \_\_\_\_\_

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<b>CONTRACT NUMBER</b>	<b>INTERGOVERNMENTAL AGREEMENT SCOPE OF WORK</b>
<b>ADHS17-133163</b>	

**1. Background**

The Arizona Department of Health Services (ADHS) supports the Public Health Crisis Notice of Funding Opportunity from the Department of Health and Human Services (HHS), Center of Disease Control and Prevention (CDC).

**2. Objective**

The goal of this project is to work with the CDC in a crisis situation to rapidly mobilize, surge, and respond to public health emergencies occurring in Arizona. Arizona has been pre-approved for rapid funding by the CDC for public health emergencies of large scale, complexity, or consequence that it would have an overwhelming impact upon and exceed the resources available within the state.

2.1. Strategies associated with the response are:

- 2.1.1. Strengthen incident management,
- 2.1.2. Strengthen jurisdictional recovery,
- 2.1.3. Strengthen biosurveillance,
- 2.1.4. Strengthen information management,
- 2.1.5. Strengthen countermeasures and mitigation, and
- 2.1.6. Strengthen surge management.

2.2. Outcomes associated with these strategies include:

- 2.2.1. Earliest possible activation and management of emergency operations,
- 2.2.2. Earliest possible identification and investigation of an incident/index case,
- 2.2.3. Timely implementation of interventions and control measures,
- 2.2.4. Timely communication of risk and essential elements of information by partners, and
- 2.2.5. Timely coordination and support of response activities with healthcare and other partners.

**3. Tasks**

3.1. The Contractor shall:

- 3.1.1. Comply with existing and/or future directives and guidance from the HHS, CDC Secretary regarding control of the spread of COVID-19,
- 3.1.2. Consult and coordinate with HHS, CDC to provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation), and
- 3.1.3. Assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation.

3.2. HHS, CDC has established allowable activities related to the capability domains described in the Public Health Crisis Response Notice Of Funding Opportunity. The domains include:

- 3.2.1. Incident Management for Early Crisis Response,
- 3.2.2. Jurisdictional Recovery,

<b>CONTRACT NUMBER</b>	<b>INTERGOVERNMENTAL AGREEMENT SCOPE OF WORK</b>
<b>ADHS17-133163</b>	

- 3.2.3. Information Management,
- 3.2.4. Countermeasures and Mitigation,
- 3.2.5. Surge Management, and
- 3.2.6. Biosurveillance.

3.3. Surveillance, Laboratory Testing, and Reporting

- 3.3.1. Contractor shall implement and scale-up laboratory testing and data collection to enable identification and tracking of COVID-19 cases in the community and is responsible for immediate implementation of real-time reporting to the HPP, CDC. Specifically, jurisdictions should focus on the following activities, in accordance with CDC guidelines:
  - 3.3.1.1. Conduct surveillance to identify cases, report case data in a timely manner, identify contacts, characterize disease transmission, and track relevant epidemiologic characteristics including hospitalization and death;
  - 3.3.1.2. Conduct surveillance to monitor virologic and disease activity in the community and healthcare settings;
  - 3.3.1.3. Implement routine and enhanced surveillance to support the science base that informs public health interventions that mitigate the impact of COVID-19, including understanding of clinical characteristics; infection prevention and control practices; and other mitigation requirements;
  - 3.3.1.4. Establish or enhance core epidemiological activities to support response such as risk assessment, case classification, analysis, visualization and reporting;
  - 3.3.1.5. Conduct surveillance to monitor disruption in the community caused by COVID-19 and related mitigation activities (e.g. school closures and cancellation of mass gatherings); and
  - 3.3.1.6. Conduct surveillance to monitor disruption in healthcare systems caused by COVID-19 (e.g. shortages of personal protective equipment).

3.4. Community Intervention Implementation Plan

- 3.4.1. Contractor shall develop a brief COVID-19 community intervention implementation plan that describes how the state and local jurisdictions will achieve the response's three (3) mitigation goals:
  - 3.4.1.1. Slow transmission of disease;
  - 3.4.1.2. Minimize morbidity and mortality; and
  - 3.4.1.3. Preserve healthcare, workforce, and infrastructure functions and minimize social and economic impacts.
- 3.4.2. The plan shall address:
  - 3.4.2.1. Minimizing potential spread and reduce morbidity and mortality of COVID-19 in communities;
  - 3.4.2.2. Planning and adapting for disruption caused by community spread and implement interventions to prevent further spread;
  - 3.4.2.3. Ensuring healthcare system response is an integrated part of community interventions; and

<b>CONTRACT NUMBER</b>	<b>INTERGOVERNMENTAL AGREEMENT SCOPE OF WORK</b>
<b>ADHS17-133163</b>	

3.4.2.4. Ensuring integration of community mitigation interventions with health system preparedness and response plans and interventions.

**4. Deliverables and Delivery Schedule**

- 4.1. The budget and performance period is March 5, 2020 through March 15, 2021, which can be used to cover certain pre-award costs dating back to January 20, 2020.
- 4.2. The contractor shall:
  - 4.2.1. Develop a brief COVID-19 community intervention implementation plan as referenced in this Scope of Work, Provision Three (3) Tasks, Section 3.4 within six (6) months from receipt of funds,
  - 4.2.2. Submit a budget within thirty (30) days from receipt of funds,
  - 4.2.3. Submit work plans within ninety (90) days from receipt of funds, and
  - 4.2.4. Submit monthly contractor expenditure reports with detailed information and receipts.

**5. Notices, Correspondence, Reports and Invoices**

5.1. Notices, correspondence and reports from the contractor to ADHS shall be sent to:

Arizona Department of Health Services  
 Bureau of Public Health Emergency Preparedness  
 Community and Healthcare Preparedness, Section Chief  
 150 N. 18<sup>th</sup> Avenue, Suite 150  
 Phoenix, AZ 85007  
 Telephone: 480-245-8964  
 Fax: 602-364-3681

5.2. Notices, correspondence and reports from ADHS to the contractor shall be sent to:

Tammi Jo Wilkins  
 75 West Cleveland Street  
 Johns, AZ 85936  
 Telephone: 928-333-6433  
 tjwilkins@co.apache.az.us

5.3. Invoices shall be sent to: [invoices@azdhs.gov](mailto:invoices@azdhs.gov)

<b>CONTRACT NUMBER</b>	<b>INTERGOVERNMENTAL AGREEMENT PRICE SHEET</b>
ADHS17-133163	

**Budget & Performance Period**

March 05, 2020 - March 15, 2021

Description	Amount
Tasks Per Amendment No.: Five (5) Paid through a Manual Purchase Order to expedite receipt of funds.	\$184,972.00


Apache County Board of Supervisors  
AGENDA ITEM REVIEW FORM

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Michael Latham, Presiding Judge

Date/Signature:

 04/14/20

Describe in detail what you want to say to the Board and what action you want the Board to take:

Request approval for reallocation of court positions in response to recent changes to court operations in the county. The Superior Court recently authorized direct filing of felony complaints in the Superior Court. This change improves case processing efficiency and now allows for early resolution of felony cases. This change did not eliminate work, but instead simply moved where the work was taking place to improve efficiency. Therefore, clerk positions from two justice courts will now be moved to the Clerk's Office (1) and Superior Court (1). This will not result in any county wide budget increases, just a reallocation of one minimum salary position from the Puerco Justice Court and one minimum salary clerk position from the Round Valley Justice Court being moved to the Clerk's Office (1) and the Superior Court (1). These positions are currently vacant, so the change will not result in anyone losing their job. Further, time is of the essence because the workload has already shifted to the Superior Court and Clerk's Office and there is a narrow window when we can hire and train new employees before the post-COVID-19 slowdown is over. The job titles and paygrade would remain the same.

BOS Meeting Date Requested May 5, 2020

PRE-AGENDA ITEM REVIEW

Legal Review:

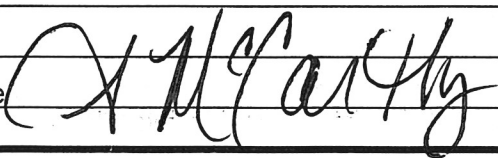
Signature

Finance Review:

Signature

Human Resources Review:

Signature



Other Review:

Signature

Reviews completed, item approved for Agenda. Board Clerk's Initials \_\_\_\_\_



**BOARD OF SUPERVISORS' AGENDA ITEM REVIEW FORM**

Submitter's Name:

DISTRICT II

Alton Joe Shepherd

Date:

Signature:

Supervisor

**Describe in detail what you want to say to the Board and what action you want the Board to take:**

**AGENDA ITEM** - District 2: A resolution authorizing the request of Apache County (District 2) for a grant in the amount of \$85,950 to USDA-Community Facilities Direct Loan & Grant Program for Elderly Wood Project Equipment.

**Date & Time Needed:** \_\_\_\_\_

**Review Routing:** //legal//Finance//Purchasing//Human Resource//Other: \_\_\_\_\_

**Legal Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Finance Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Purchasing Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Human Resources Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Other Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Reviews completed, item approved for Agenda. Supervisors/Board Clerk's Initials** \_\_\_\_\_

**BOARD ACTION TAKEN**

// Approved //Disapproved //Deleted //Continued to: \_\_\_\_\_

Signature Clerk of Board



**BOARD OF SUPERVISORS  
OF APACHE COUNTY**

**JOE SHIRLEY, JR.**  
VICE CHAIRMAN OF THE BOARD  
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P.O. Box 1952, Chinle, AZ 86503

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ST. JOHNS, ARIZONA 85936

TELEPHONE: (928) 337-7503  
FACSIMILE: (928) 337-2003

Ryan Patterson, MANAGER-CLERK  
ST. JOHNS, AZ 85936

**A RESOLUTION AUTHORIZING THE REQUEST OF APACHE COUNTY (DISTRICT 2) FOR A GRANT IN THE AMOUNT OF \$85,950 TO USDA-COMMUNITY FACILITIES DIRECT LOAN & GRANT PROGRAM FOR ELDERLY WOOD PROJECT EQUIPMENT.**

2020-\_\_

**Whereas**, the Apache County Board of Supervisors, acting under its authority to authorize the purchase of real property for benefit and use of the County; and

**Whereas**, Apache County (District 2) has been annually harvesting wood for the elderly families in need of wood to heat their homes during inclement weather conditions within District 2 communities; and

**Whereas**, Apache County (District 2) is aware of the economic needs in the 15 communities where at times District 2 is the resources and sometimes the only resources for heating; and

**Whereas**, Apache County (District 2) had to previously borrow outdated equipment from other Districts in order to harvest enough wood to assist with; and

**Whereas**, USDA requires a cash match which Apache County (District 2) is capable of matching within their annual budget. For this grant Apache County (District 2) is requesting \$85,950 and match would be \$28,650 for a total project cost of \$114,600; and

**IT IS THEREFORE RESOLVED** that Apache County authorizes the request of Apache County (District 2) in for a grant to USDA -Community Facilities Direct Loan & Grant in the sum of \$85,950 for Wood project equipment.

Approved this \_\_ day of April, 2020.

\_\_\_\_\_  
Alton Joe Shepherd, Chairman of the Board

Attest:

\_\_\_\_\_  
Ryan Patterson  
Clerk of the Board



**BOARD OF SUPERVISORS' AGENDA ITEM REVIEW FORM**

Submitter's Name:

DISTRICT II

Alton Joe Shepherd

Date:

Signature:

Supervisor

**Describe in detail what you want to say to the Board and what action you want the Board to take:**

**AGENDA ITEM** - District 2: A resolution authorizing the request of Apache County (District 2) for a grant in the amount of \$177,245.00 to USDA-Community Facilities Direct Loan & Grant Program for Radio Tower enhancement & Fleet Radios.

**Date & Time Needed:** \_\_\_\_\_

**Review Routing:** //legal//Finance//Purchasing//Human Resource//Other: \_\_\_\_\_

**Legal Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Finance Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Purchasing Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Human Resources Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Other Review:** \_\_\_\_\_

Signature: \_\_\_\_\_

**Reviews completed, item approved for Agenda. Supervisors/Board Clerk's Initials** \_\_\_\_\_

**BOARD ACTION TAKEN**

// Approved //Disapproved //Deleted //Continued to: \_\_\_\_\_

Signature Clerk of Board



**BOARD OF SUPERVISORS  
OF APACHE COUNTY**

P.O. BOX 428  
ST. JOHNS, ARIZONA 85936

TELEPHONE: (928) 337-7503  
FACSIMILE: (928) 337-2003

Ryan Patterson, MANAGER-CLERK  
ST. JOHNS, AZ 85936

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VICE CHAIR OF THE BOARD  
DISTRICT III  
P.O. Box 428, St. Johns, AZ 85936

**A RESOLUTION AUTHORIZING THE REQUEST OF APACHE COUNTY (DISTRICT 2) FOR A GRANT IN THE AMOUNT OF \$177,245 TO USDA-COMMUNITY FACILITIES DIRECT LOAN & GRANT PROGRAM FOR RADIO TOWER ENHANCEMENT AND FLEET RADIOS.**

2020-\_\_\_\_

**Whereas**, the Apache County Board of Supervisors, acting under its authority to authorize the purchase of real property for benefit and use of the County; and

**Whereas**, Apache County (District 2) has a communication systems of four (4) radio towers and utilizes this system to communicate with field operations and crew movement within the District. This system plays a critical role in District operations for crew safety and emergency situations for such as inclement weather; and

**Whereas**, Apache County (District 2) has expressed the need to replace and enhance its radio coverage from the towers integrated into its systems. These improvements will allow better coverage and move the District in a direction which provide technology crucial to ensure their safety in the field and communities; and

**Whereas**, USDA requires a cash match which Apache County (District 2) is capable of matching within their annual budget. For this grant Apache County (District 2) is requesting for \$177,245 and match would be \$44,311 for total project cost is \$140,581.00; and

**IT IS THEREFORE RESOLVED** that that Apache County authorizes the request of Apache County District 2 to apply for a grant from the USDA -Community Facilities Direct Loan & Grant program, in the sum of \$177,245 for Radio Tower enhancement & for Fleet Radios.

Approved this \_\_\_\_ day of April, 2020.

\_\_\_\_\_  
Alton Joe Shepherd, Chairman of the Board

Attest:

\_\_\_\_\_  
Ryan Patterson  
Clerk of the Board

**BOARD OF SUPERVISOR'S AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

Date/Signature: J. McCarty

Describe in detail what you want to say to the Board and what action you want the Board to take:

Human Resources: Request authorization to update Apache County Human Resources Policy Manual  
Section 4.1: Political Activity.

BOS Meeting Date Requested\_

**PRE-AGENDA ITEM REVIEW**

Review Routing / /Legal / /Finance / /Purchasing / /Human Resource / /Other: \_\_\_\_\_

Legal Review: verbal OK

Signature: \_\_\_\_\_

Finance Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Purchasing Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Human Resources Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Other Review: \_\_\_\_\_

Signature: \_\_\_\_\_

Reviews completed, item approved for Agenda. Supervisor/Board Clerk's Initials \_\_\_\_\_

**BOARD ACTION TAKEN**

/ /Approved / /Disapproved / /Deleted / /Continued to: \_\_\_\_\_

Signature Clerk of Board \_\_\_\_\_

## **4.1 POLITICAL ACTIVITY**

### **4.11 Policy:**

Except for voting in any special, primary, or general election, employees engaging in any political activity shall do so during off-duty hours. For purposes of this policy, elected officials are not County employees. They are covered under A.R.S. §38-296 as far as political activity is concerned.

### **4.12 Coverage:**

*This policy applies to all classified and unclassified positions. Nothing in this policy modifies or waives the "at will" status of an unclassified employee.*

### **4.13 Employment Stipulations:**

No employee may remain employed if he/she:

- A. engages in political activity in violation of federal, state or local law.
- B. offers himself/herself for nomination or election to any County, State, tribal or federal elective office, unless that office will become vacant at the next election by retirement of the elected official. An employee shall be deemed to have offered himself for nomination or election to a salaried elected office upon the filing of a nomination paper pursuant to A.R.S. Section §16-311, subsection A; or by making a formal public declaration of candidacy; or otherwise holding himself/herself out as a candidate for the office, whichever occurs first.
- C. uses his official authority or influence to coerce or attempt to coerce any other employee to lend or contribute anything of value to a political party, committee, candidate or organization for political purposes.

**Apache County Board of Supervisors  
AGENDA ITEM REVIEW FORM**

date/time stamp

Submitter's Name: (Individual, Organization, or County Department)

County Attorney \_\_\_\_\_

Date/Signature: \_\_\_\_\_

Describe in detail what you want to say to the Board and what action you want the Board to take:

1. Following a possible executive session for legal advice pursuant to A.R.S. 38-431.03(3), discussion and possible approval of a settlement agreement with Transwestern Pipeline to set centralized tax valuations for 2018 and 2019 based on Court determination of the value from the 2017 tax year.

BOS Meeting Date Requested \_\_\_\_\_

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PRE-AGENDA ITEM REVIEW

Legal Review: \_\_\_\_\_

Signature \_\_\_\_\_

Finance Review: \_\_\_\_\_

Signature \_\_\_\_\_

Human Resources Review: \_\_\_\_\_

Signature \_\_\_\_\_

Other Review: \_\_\_\_\_

Signature \_\_\_\_\_

Reviews completed, item approved for Agenda.

Board Clerk's Initials \_\_\_\_\_

## Beth Bond

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**From:** Joe Young <JYoung@apachelaw.net>  
**Sent:** Wednesday, April 15, 2020 5:33 PM  
**To:** Beth Bond  
**Subject:** Agenda Item

Following a possible executive session for legal advice pursuant to A.R.S. 38-431.03(3), discussion and possible approval of a settlement agreement with Transwestern Pipeline to set centralized tax valuations for 2018 and 2019 based on Court determination of the value from the 2017 tax year.