

COUNCIL MEETING AGENDA

TUESDAY, APRIL 26, 2016

Members may attend in person or by telephone

AMENDED II

(Proclamation Added)

(Agenda Item Numbers Corrected)

Ed Foster, Mayor
Norm Simpson, Vice Mayor

Carol Kelley
Loretta Warner
Hal Davidson

Mark Orgeron
Gunny St. Germain

**Quartzsite Town Hall
Council Chambers
465 North Plymouth Avenue
Quartzsite, Arizona**

**Regular Meeting
7:00 p.m.**

SPEAKING TO THE COUNCIL

If you are interested in speaking to the Council during Public Hearings, Communications from Citizens, or other designated agenda items, you must fill out a speaker card (located on the table inside the front entrance to the Council Chambers) and deliver it to the Town Clerk prior to the convening of the meeting. Each individual will be limited to three (3) minutes for their remarks.

All persons attending the Council meeting, whether speaking to the Council or not, are expected to observe the Council Rules, as well as the rules of politeness, propriety, decorum and good conduct. Any person interfering with the meeting in any way, or acting rudely or loudly, will be asked to leave.

CELL PHONES AND RECORDING DEVICES

As a courtesy to others please turn off or silence all cell phones or pagers. Reporters or others with recording devices are requested to be staged at the back of the public seating area in order not to interfere with the meeting.

***Items may be discussed earlier or in a different sequence.
Headphones are available upon request for the hearing impaired.***

AGENDA ITEM	COUNCIL ACTION
CALL TO ORDER OF REGULAR MEETING	
INVOCATION AND PLEDGE OF ALLEGIANCE <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
ROLL CALL	
CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS - <i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name. There is a 3 minute limit for each speaker. The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i>	

	ANNOUNCEMENTS	
	PRESENTATIONS; PROCLAMATIONS	
1.	PROCLAMATION – National Arbor Day April 29, 2016.	
2.	PRESENTATION – Duce Minor of PAACE to give presentation of Youth Challenge Award from the Governor’s Office of Youth, Faith and Family to JONATHAN DAVID McELWAIN of Quartzsite.	
3.	PROCLAMATION AND PRESENTATION OF CERTIFICATES OF ACHIEVEMENT – Proclamation recognizing Quartzsite’s Denim-N-Dust 4-H Community Club and presentation of Certificates of Achievement to 4-H Members in recognition of their accomplishments and promotion of Quartzsite.	
	CONSENT AGENDA <i>All items listed below are considered consent calendar items and may be approved by a single motion unless removed at the request of Council for further discussion/action. Other items on the agenda may be added to the consent calendar and approved under a single motion.</i>	
4.	LEDGER OF ACCOUNTS PAID – Consider approval of check series 40115 - 40171, totaling \$78,818.01.	Discussion; possible action by MOTION; may be acted upon with single motion.
	ADMINISTRATIVE ITEMS <i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i>	

5.	MINUTES – Consider approval of the minutes of the Regular Town Council Meeting of April 12, 2016 and the Special Town Council Meeting of April 19, 2016.	Discussion; possible action by MOTION.
6.	QUARTERLY FINANCIAL REVIEW (FY16 – Q3) – Council Member Warner will give a Quarterly Financial Review presentation.	Presentation and discussion.
7.	PARK & RECREATION CHANGES – Discussion regarding possible changes to Town Park and Recreation Rules.	Discussion only.
8.	INDEPENDENCE DAY FIRE WORKS DISPLAY – Discussion of coordination of the event with the Fire Department and vendor.	Discussion only.
9.	EXECUTIVE SESSION - Executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion and consultation with the Town Attorney in order to consider the Town’s position and instruct the Town Attorney regarding an amendment to the Employment Agreement with Chief of Police Hiram Ernest Renfro that is the subject of negotiations and regarding a contract with the Central Arizona Water Conservation District related to the Town’s Central Arizona Project Colorado River entitlement; and pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of assignments and evaluation of Town Manager Skylor Miller.	
	RETURN TO OPEN SESSION	
10.	EMPLOYMENT AGREEMENT WITH CHIEF OF POLICE HIRAM ERNEST RENFRO – Consider approval of an Amendment to the Employment Agreement with Chief of Police Hiram Ernest Renfro.	Discussion; possible action by MOTION.
	COMMUNICATIONS	
11.	Reports from the MAYOR on current events.	
12.	Reports from the COUNCIL on current events.	

13.	Reports from the TOWN MANAGER to the Council.	
	ADJOURN	MOTION to adjourn.

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING THE TOWN CLERK'S OFFICE AT 928-927-4333. REQUESTS SHOULD BE MADE 24 HOURS IN ADVANCE PLEASE, OR AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE ACCOMMODATION.

COUNCIL MAY NOT ACT ON ITEMS NOT ON THE AGENDA

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Quartzsite Town Hall, 465 N. Plymouth Ave, Quartzsite, AZ, U.S. Post Office, 80 W. Main Street, Quartzsite, AZ and The Senior Center, 40 Moon Mountain Ave, Quartzsite, AZ, on the ____ day of _____, 2016, at ____ a.m./p.m. in accordance with the statement filed by the Town of Quartzsite with the Town Clerk, Town of Quartzsite.

By: _____, Town Clerk's Office

TOWN OF QUARTZSITE

**COMMON COUNCIL
A PROCLAMATION**

**NATIONAL ARBOR DAY
APRIL 29, 2016**

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called National Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, National Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, we, the Common Council of the Town of Quartzsite, La Paz County, Arizona, take great pleasure in proclaiming **April 29, 2016** as **National Arbor Day** in the Town of Quartzsite, Arizona, and we urge all citizens to celebrate National Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, we urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

DATED this 26th day of April 2016.

Ed Foster, Mayor

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 26th day of April in the year Two Thousand Sixteen; and to which I have caused the Seal of the Town of Quartzsite to be affixed and have made this proclamation public.

ATTEST:

Tina M. Abriani, Town Clerk

TOWN OF QUARTZSITE

**COMMON COUNCIL
A PROCLAMATION**

**RECOGNIZING QUARTZSITE'S DENIM-N-DUST
4-H COMMUNITY CLUB
APRIL 26, 2016**

WHEREAS, the Denim-N-Dust 4-H Community Club is a part of University of Arizona Cooperative Extension's 4-H youth development education program where young people in the 4-H community learn citizenship, leadership, and life skills by implementing the 4-H philosophy of "Learn by Doing"; and

WHEREAS, the Denim-N-Dust 4-H Community Club was established in 2011 and just completed its 5th year of showing at the La County Fair; and

WHEREAS, the Denim-N-Dust 4-H Community Club, through the disciplines of small stock, swine, clover buds, and rocketry, teach youth the life skills of safety, hard work, patience, responsibility, teamwork, and leadership; and

WHEREAS, in March 2016 the Denim-N-Dust 4-H Community Club achieved high honors by having senior and junior members place with blue ribbons or better overall at the La Paz County Fair in all disciplines;

NOW, THEREFORE, BE IT RESOLVED THAT WE, THE COMMON COUNCIL OF QUARTZSITE, La Paz County, Arizona, do hereby declare April 26, 2016 as Denim-N-Dust 4-H Day and congratulate the Club Leaders, Volunteers, and 4-H Youth on a job well done and recognize our 4-H Members as leaders in the community in the Town of Quartzsite.

DATED this 26th day of April 2016.

Ed Foster, Mayor

ATTEST:

Tina M. Abriani, Town Clerk

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 26th day of April in the year Two Thousand Sixteen; and to which I have caused the Seal of the Town of Quartzsite to be affixed and have made this proclamation public.



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, April 26, 2016

Agenda Item: **LEDGER OF ACCOUNTS PAID** – Consider approval of check series 40115-40171 totaling \$78,818.01.

Summary: The Quartzsite Town Council Procedure Policy states that at least once each month the Council shall review a list of all the bills paid, and may ask for clarification at any time.

The Procedure Policy also states the Council should designate the check numbers being approved.

Responsible Person: Skylor Miller, Town Manager

Attachment: Ledger of Accounts Paid: check series 40115-40171.

Action Requested: **Motion to approve the Ledger of Accounts Paid; check series 40115-40171.**

**Quartzsite Town Council Meeting of
APRIL 26, 2016
Check Register/ Revenue/ Consent Agenda**

Horizon Community Bank - Begin Check #40115-40171.

Balances on all cash accounts as of April 22, 2016

Checking Account	\$	4,404,006.74
LGIP Account	\$	700,078.02
WIFA Debt Reserve Account	\$	83,882.00

Total Expensed Dollar Amount for Consent Agenda	\$	143,389.83
Total Payroll for Pay Period Ending 4/09/16	\$	64,571.82
YTD Total Revenue Dollar Amount for Consent Agenda	\$	1,930,454.82
YTD Total Sewer Cap Revenue as of 4/22/16	\$	0
YTD Total Sewer Sales Revenue as of 4/22/16	\$	946,489.83
YTD Total Water Cap Revenue as of 4/22/16	\$	4,200.00
YTD Total Water Sales Revenue as of 4/22/16	\$	979,764.99

Employee Earnings \$ 64,571.82

Employee Deduction

Soc Security	\$ 2,739.51
Medicare	\$ 912.63
Federal WH	\$ 4,553.48
State WH	\$ 1,505.09
Retirement	\$ 1,149.32
Retirement Loan	\$ 800.59
Police Retirement	\$ 2,248.74
Medical	\$ 1,521.16
Dental	\$ 261.87
Life/VOL Ins	\$ 196.25
Vision	\$ 191.58
AFLAC	\$ 1,222.07
Misc Deductions	\$ 1,021.52
Total:	\$ 18,323.81

Payroll Related Checks Series:

40105 - 40108

40109 - 40114

Non-Direct Deposit Employees: 4

Payees Description:

- Police Retirement
- 457 Plan
- Profit Sharing Plan
- Employee Deduction
- Employee Deduction
- Employee Deduction

Employee Net Pay \$ 46,248.01

Employee Count: 51

Regular Hours:	2606.75
Overtime Hours:	73.00
GOHS Grant OT:	0.00
Total Number of Hours:	<u>2679.75</u>

Payroll Register Detail & Benefits Register Detail on file in Payroll Folder

Report Criteria:

Report type: GL detail

Check Check Number = 40105-40171

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40115						
04/13/16	40115	D And L Auto Parts	583.20	Veh Maint - Supplies/Part - PW	03-220-5025	583.20
04/13/16	40115	D And L Auto Parts	49.50	Veh Maint - Supplies/Part - Transit	01-230-5025	49.50
04/13/16	40115	D And L Auto Parts	775.82	Veh Maint - Supplies/Part - Police	01-140-5025	775.82
04/13/16	40115	D And L Auto Parts	43.57	Veh Maint - Supplies/Part - WWTP	16-550-5025	43.57
Total 40115:			1,432.09			
40116						
04/13/16	40116	Ditch Witch	188.14	Guage & Microswitch-Ditch Witch	03-220-5025	188.14
Total 40116:			188.14			
40117						
04/13/16	40117	Genuine Parts Company	1,363.85	Vehicle Maint/Supplies - PW	03-220-5025	1,363.85
04/13/16	40117	Genuine Parts Company	18.51	Vehicle Maint/Supplies - WW	15-500-5025	18.51
04/13/16	40117	Genuine Parts Company	585.74	Vehicle Maint/Supplies - Water	16-550-5025	585.74
04/13/16	40117	Genuine Parts Company	120.49	Vehicle Maint/Supplies - Transit	01-230-5025	120.49
04/13/16	40117	Genuine Parts Company	18.51	Vehicle Maint/Supplies - Admin	01-130-5025	18.51
04/13/16	40117	Genuine Parts Company	18.49	Vehicle Maint/Supplies - P&Z	01-160-5025	18.49
04/13/16	40117	Genuine Parts Company	18.51	Vehicle Maint/Supplies - Parks	01-180-5025	18.51
04/13/16	40117	Genuine Parts Company	3,185.11	Transmission & Auto Supplies - Police	01-140-5025	3,185.11
Total 40117:			5,329.21			
40118						
04/13/16	40118	Home Depot Credit Service	144.57	Paint, Sealer & Mini Blinds	15-500-5030	144.57
04/13/16	40118	Home Depot Credit Service	21.25	Door Sweep & Handpainter - WWTP	15-500-5030	21.25
04/13/16	40118	Home Depot Credit Service	21.75	Paddle Locks For Gates - WWTP	15-500-5030	21.75
04/13/16	40118	Home Depot Credit Service	171.53	Chlorine & Fish Net	15-500-5050	171.53
Total 40118:			359.10			
40119						
04/13/16	40119	Inland Builders Supply, Inc.	79.24	Paint for WWTP	15-500-5030	79.24
04/13/16	40119	Inland Builders Supply, Inc.	5.50	Halogen Bulbs - Admin	01-130-5030	5.50
04/13/16	40119	Inland Builders Supply, Inc.	5.50	Halogen Bulbs - Library	01-170-5030	5.50
04/13/16	40119	Inland Builders Supply, Inc.	5.50	Halogen Bulbs - P&Z	01-160-5030	5.50
04/13/16	40119	Inland Builders Supply, Inc.	5.50	Halogen Bulbs - Court	01-170-5030	5.50
04/13/16	40119	Inland Builders Supply, Inc.	5.50	Halogen Bulbs - WW	15-500-5030	5.50
04/13/16	40119	Inland Builders Supply, Inc.	5.50	Halogen Bulbs - Water	16-550-5030	5.50
04/13/16	40119	Inland Builders Supply, Inc.	148.94	Light Control/Sodium Bulbs - WW	15-500-5030	148.94
04/13/16	40119	Inland Builders Supply, Inc.	58.77	Light Control/Sodium Bulbs - PW	03-220-5030	58.77
Total 40119:			319.95			
40120						
04/13/16	40120	Petty Cash	11.53	Office Supplies - PD	01-140-5022	11.53
04/13/16	40120	Petty Cash	25.77	Training Supplies - PD	01-140-5043	25.77
04/13/16	40120	Petty Cash	28.71	K-9 Supplies	01-140-5080	28.71
04/13/16	40120	Petty Cash	3.94	Postage - Admin	01-130-5042	3.94
04/13/16	40120	Petty Cash	52.00	Vehicle Title - PW	03-220-5051	52.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
04/13/16	40120	Petty Cash	11.00	M&C Water	01-110-5022	11.00
04/13/16	40120	Petty Cash	42.39	Janitorial Supplies - Magistrate	01-150-5034	42.39
04/13/16	40120	Petty Cash	4.35	Office Supplies - PW	03-220-5022	4.35
04/13/16	40120	Petty Cash	8.81	Office Supplies - Admin	01-130-5022	8.81
04/13/16	40120	Petty Cash	95.86	Building Maintenance - Magistrate	01-150-5030	95.86
04/13/16	40120	Petty Cash	16.34	Building Maintenance - Magistrate	01-150-5030	16.34
04/13/16	40120	Petty Cash	12.50	Water and Candy - M&C	01-110-5022	12.50
04/13/16	40120	Petty Cash	6.00	Candy - M&C	01-110-5022	6.00
04/13/16	40120	Petty Cash	21.50	Records Request - Admin	01-130-5035	21.50
04/13/16	40120	Petty Cash	4.03	Postage - Library	01-170-5042	4.03
04/13/16	40120	Petty Cash	14.45	Office Supplies - Admin	01-130-5022	14.45
04/13/16	40120	Petty Cash	6.60	Office Supplies - Rec	01-185-5022	6.60
04/13/16	40120	Petty Cash	6.61	Office Supplies - Library	01-170-5022	6.61
04/13/16	40120	Petty Cash	9.91	Office Supplies - PW	03-220-5022	9.91
04/13/16	40120	Petty Cash	10.75	Records Request - Admin	01-130-5035	10.75
04/13/16	40120	Petty Cash	8.00	Water and Candy - M&C	01-110-5022	8.00
04/13/16	40120	Petty Cash	11.00	Records Request - WWTP	15-500-5035	11.00
Total 40120:			412.05			
40121						
04/13/16	40121	River City Newspapers	443.48	Ord. 16-02 #8989 Publication	01-130-5035	443.48
04/13/16	40121	River City Newspapers	120.95	Ord. 16-03 #8990 Publication	01-130-5035	120.95
Total 40121:			564.43			
40122						
04/13/16	40122	Western States Petroleum,	1,725.81	Unleaded Fuel - Police	01-140-5024	1,725.81
04/13/16	40122	Western States Petroleum,	442.26	Unleaded Fuel - Transit	01-230-5024	442.26
04/13/16	40122	Western States Petroleum,	41.93	Unleaded Fuel - Admin	01-130-5024	41.93
04/13/16	40122	Western States Petroleum,	76.99	Unleaded Fuel - P&Z	01-160-5024	76.99
04/13/16	40122	Western States Petroleum,	373.62	Unleaded Fuel - P&Z	01-160-5024	373.62
04/13/16	40122	Western States Petroleum,	123.92	Unleaded Fuel - Water	16-550-5024	123.92
04/13/16	40122	Western States Petroleum,	829.98	Unleaded Fuel - PW	03-220-5024	829.98
04/13/16	40122	Western States Petroleum,	241.72	Unleaded Fuel - Park	01-180-5024	241.72
04/13/16	40122	Western States Petroleum,	23.75	Unleaded Fuel - Court	01-150-5024	23.75
Total 40122:			3,879.98			
40123						
04/14/16	40123	Chevron Usa	250.36	Fuel - Police	01-140-5024	250.36
04/14/16	40123	Chevron Usa	31.89	Fuel - Administration	01-130-5024	31.89
04/14/16	40123	Chevron Usa	52.28	Fuel - WWTP	15-500-5024	52.28
Total 40123:			334.53			
40124						
04/14/16	40124	Empire Southwest	48.60	Equipment parts - Water	16-550-5060	48.60
04/14/16	40124	Empire Southwest	253.54	Equip/vehicle repair - Water	15-500-5025	253.54
04/14/16	40124	Empire Southwest	1,425.07	Equip/vehicle repair - PW	03-220-5025	1,425.07
Total 40124:			1,727.21			
40125						
04/14/16	40125	Ina Delgado Roman	35.00	Interpreting Svcs for Court - 03/22/16	01-150-5035	35.00
04/14/16	40125	Ina Delgado Roman	35.00	Interpreting Svcs for Court - 03/22/16	01-150-5035	35.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 40125:			70.00			
40126						
04/14/16	40126	Legend Technical Services	3,440.30	Laboratory Services - WWTP	15-500-5039	3,440.30
Total 40126:			3,440.30			
40127						
04/14/16	40127	Purcell Tire Co	773.99	2 New Tires for Backhoe	03-220-5025	696.00
Total 40127:			773.99			
40128						
04/14/18	40128	River City Newspapers	150.51	Ordinance 16-01 (2 wk ad)	01-130-5035	150.51
Total 40128:			150.51			
40129						
04/14/16	40129	Yavapai County School Su	750.00	E-Rate Consulting Annual Svc Fee 2016	01-170-5035	750.00
Total 40129:			750.00			
40130						
04/14/16	40130	Yuma Winnelson Co.	719.86	Water Meter and install	16-550-5091	719.86
04/14/16	40130	Yuma Winnelson Co.	359.93	System Maint/Supplies for Water Dept	16-550-5091	359.93
04/14/16	40130	Yuma Winnelson Co.	823.07	Curb Stop Meter Install	16-550-5091	823.07
Total 40130:			1,902.86			
40131						
04/14/16	40131	Visa	36.82	400 W Metal Halide Bulbs	03-220-5047	36.82
04/14/16	40131	Visa	208.59	2 copy machine toners - Police	01-140-5022	208.59
04/14/16	40131	Visa	1,927.02	Transmission for Water Truck - WW	15-500-5040	1,927.02
04/14/16	40131	Visa	1,927.03	Transmission for Water Truck - Water	16-550-5040	1,927.03
04/14/16	40131	Visa	21.33	Transmission for Water Truck - WW	15-500-5040	21.33
04/14/16	40131	Visa	21.34	Transmission for Water Truck - Water	16-550-5040	21.34
04/14/18	40131	Visa	41.88	Easter Activity Supplies	01-185-5044	41.88
04/14/16	40131	Visa	142.08	Easter Activity Treats	01-185-5095	142.08
04/14/16	40131	Visa	105.66	Easter Activity Treats	01-185-5095	105.66
04/14/16	40131	Visa	124.82	Rekeyed impound car	01-140-5035	124.82
Total 40131:			4,556.57			
40132						
04/14/16	40132	Visa	65.00	Registration: AZTA Transit Conf. - Ch. Conley	01-230-5043	65.00
04/14/16	40132	Visa	350.00	Arizona Municipal Clerks Institute - T. Abriani	01-130-5043	350.00
04/14/16	40132	Visa	350.00	Arizona Municipal Clerks Institute - M. Castellanos	01-130-5043	350.00
04/14/16	40132	Visa	40.00	2016 AMCA Training: Best Practices - T. Abriani	01-130-5043	40.00
04/14/16	40132	Visa	40.00	2016 AMCA Training: Best Practices - M. Castellanos	01-130-5043	40.00
04/14/16	40132	Visa	89.87	Lodging: Grant Workshop - J. Collier	01-230-5043	89.87
04/14/16	40132	Visa	600.00	Registration: ADOT Compliance Trng - J. Collier	01-230-5043	600.00
Total 40132:			1,534.67			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40133						
04/20/16	40133	ABM	618.47	Consultant Services - Community Development	01-160-5032	618.47
Total 40133:			618.47			
40134						
04/20/16	40134	Allen Instruments & Suppli	194.07	Handheld GIS Unit - WW	15-500-5060	194.07
04/20/16	40134	Allen Instruments & Suppli	194.07	Handheld GIS Unit - Water	16-550-5060	194.07
04/20/16	40134	Allen Instruments & Suppli	388.14	Handheld GIS Unit - PW	03-220-5060	388.14
04/20/16	40134	Allen Instruments & Suppli	727.45	TerraSync Pro & GPS Pathfinder Software	15-500-5060	727.45
04/20/16	40134	Allen Instruments & Suppli	727.44	TerraSync Pro & GPS Pathfinder Software	16-550-5060	727.44
04/20/16	40134	Allen Instruments & Suppli	1,454.89	TerraSync Pro & GPS Pathfinder Software	03-220-5060	1,454.89
Total 40134:			3,686.06			
40135						
04/20/16	40135	Arizona State Treasurer	5,791.63	Fees Collected: March 2016	01-000-2212	5,791.63
Total 40135:			5,791.63			
40136						
04/20/16	40136	C&D Disposal	107.02	4Yd Commercial Bin Fee - Parks	01-180-5035	107.02
Total 40136:			107.02			
40137						
04/20/16	40137	CDI Computers (US) Corp	519.00	1 Dell Computer - P&Z	01-160-5022	519.00
04/20/16	40137	CDI Computers (US) Corp	1,892.15	3 Dell Computers - Police	01-140-5060	1,892.15
04/20/16	40137	CDI Computers (US) Corp	259.16	2 Dell Monitors 23" - Police	01-140-5060	259.16
Total 40137:			2,670.31			
40138						
04/20/16	40138	Crexendo, Inc.	16.46	Phone Services - M&C	01-110-5041	16.46
04/20/16	40138	Crexendo, Inc.	164.61	Phone Services - Admin	01-130-5048	164.61
04/20/16	40138	Crexendo, Inc.	181.08	Phone Services - Police	01-140-5048	181.08
04/20/16	40138	Crexendo, Inc.	65.85	Phone Services - Magistrate	01-150-5048	65.85
04/20/16	40138	Crexendo, Inc.	49.39	Phone Services - P&Z	01-160-5048	49.39
04/20/16	40138	Crexendo, Inc.	49.39	Phone Services - Library	01-170-5048	49.39
04/20/16	40138	Crexendo, Inc.	32.92	Phone Services - Rec	01-185-5048	32.92
04/20/16	40138	Crexendo, Inc.	49.39	Phone Services - PW	03-220-5048	49.39
04/20/16	40138	Crexendo, Inc.	16.46	Phone Services - WWTP	15-500-5048	16.46
04/20/16	40138	Crexendo, Inc.	49.39	Phone Services - Water	16-550-5048	49.39
Total 40138:			674.94			
40139						
04/20/16	40139	Employers Direct Health	7.14	Aggregate Employer Insurance	01-110-5016	7.14
04/20/16	40139	Employers Direct Health	20.90	Aggregate Employer Insurance	01-130-5016	20.90
04/20/16	40139	Employers Direct Health	106.99	Aggregate Employer Insurance	01-140-5016	106.99
04/20/16	40139	Employers Direct Health	11.89	Aggregate Employer Insurance	01-150-5016	11.89
04/20/16	40139	Employers Direct Health	11.89	Aggregate Employer Insurance	01-160-5016	11.89
04/20/16	40139	Employers Direct Health	11.89	Aggregate Employer Insurance	01-170-5016	11.89
04/20/16	40139	Employers Direct Health	7.61	Aggregate Employer Insurance	01-180-5016	7.61
04/20/16	40139	Employers Direct Health	7.61	Aggregate Employer Insurance	01-185-5016	7.61
04/20/16	40139	Employers Direct Health	69.90	Aggregate Employer Insurance	03-220-5016	69.90

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
04/20/18	40139	Employers Direct Health	7.13	Aggregate Employer Insurance	01-230-5016	7.13
04/20/16	40139	Employers Direct Health	3.80	Aggregate Employer Insurance	01-181-5018	3.80
04/20/16	40139	Employers Direct Health	20.93	Aggregate Employer Insurance	15-500-5018	20.93
04/20/16	40139	Employers Direct Health	26.15	Aggregate Employer Insurance	16-550-5018	26.15
Total 40139:			<u>313.83</u>			
40140						
04/20/16	40140	Everett's Towing	520.00	Impound car towed to Yuma - Police	01-140-5035	520.00
Total 40140:			<u>520.00</u>			
40141						
04/20/16	40141	Faith, Ledyard & Faith, PL	518.94	Special Prosecutor Svcs - March 2016	01-120-5072	518.94
Total 40141:			<u>518.94</u>			
40142						
04/20/16	40142	Heinfeld, Meech & Co., P.	3,197.30	FY Management Svcs through March 2016	01-130-5031	3,197.30
Total 40142:			<u>3,197.30</u>			
40143						
04/20/16	40143	J & S Electric, LLC	28.35	Repair Outside Lights	01-130-5030	28.35
04/20/16	40143	J & S Electric, LLC	28.33	Repair Outside Lights	01-180-5030	28.33
04/20/16	40143	J & S Electric, LLC	28.33	Repair Outside Lights	01-170-5030	28.33
04/20/16	40143	J & S Electric, LLC	28.33	Repair Outside Lights	01-150-5030	28.33
04/20/16	40143	J & S Electric, LLC	28.33	Repair Outside Lights	15-500-5030	28.33
04/20/16	40143	J & S Electric, LLC	28.33	Repair Outside Lights	16-550-5030	28.33
Total 40143:			<u>170.00</u>			
40144						
04/20/18	40144	Jerimiah Cameron	54.00	Per Diem: Traffic Tech Trng	03-220-5043	54.00
Total 40144:			<u>54.00</u>			
40145						
04/20/16	40145	La Paz County Landfill	803.25	SW-Sludge-WWTP-Municipal	15-500-5050	803.25
Total 40145:			<u>803.25</u>			
40146						
04/20/16	40146	La Paz County Treasurer	13.03	Fees Collected: March 2016	01-000-2212	13.03
Total 40146:			<u>13.03</u>			
40147						
04/20/16	40147	Open Range Pest Control	25.00	Pest Control - WWTP	15-500-5035	25.00
04/20/16	40147	Open Range Pest Control	37.00	Pest Control - Admin	01-130-5035	37.00
04/20/16	40147	Open Range Pest Control	33.00	Pest Control - PW	03-220-5035	33.00
04/20/16	40147	Open Range Pest Control	30.00	Pest Control - Police	01-140-5035	30.00
04/20/16	40147	Open Range Pest Control	60.00	Pest Control - Community Center	01-185-5035	60.00
Total 40147:			<u>185.00</u>			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40148						
04/20/16	40148	Pam Shirley	64.00	Per Diem: Magistrate Spring Conference	01-150-5043	64.00
Total 40148:			64.00			
40149						
04/20/16	40149	Paragon Polygraph	200.00	Polygraph Testing - C. Finch	01-140-5082	200.00
Total 40149:			200.00			
40150						
04/20/16	40150	Safety-Kleen Systems, Inc.	387.18	Waste Disposal	03-220-5035	387.18
Total 40150:			387.18			
40151						
04/20/16	40151	Terry Pearson	54.00	Per Diem: Traffic Tech Trng	03-220-5043	54.00
Total 40151:			54.00			
40152						
04/20/16	40152	Ward Law Offices, PLLC	3,200.00	Prosecutorial Services	01-150-5073	3,200.00
Total 40152:			3,200.00			
40153						
04/20/16	40153	Aisco - Steiner Corp	291.23	Mat/Uniform Cleaning Services - PW	03-220-5035	291.23
04/20/16	40153	Aisco - Steiner Corp	74.84	Mat Cleaning Services - Admin	01-130-5035	74.84
04/20/16	40153	Aisco - Steiner Corp	86.54	Mat Cleaning Services - Community Ctr	01-185-5035	86.54
Total 40153:			452.61			
40154						
04/20/16	40154	Idexx Distribution, Inc.	392.48	Lab Supplies - WWTP	15-500-5052	392.48
Total 40154:			392.48			
40155						
04/20/16	40155	Jack Pots Portables, Inc.	381.06	Porta Potties for Parks Dept	01-180-5035	381.06
Total 40155:			381.06			
40156						
04/21/16	40156	Altec Industries, Inc.	331.28	Repairs/Labor for Boom Truck	03-220-5025	331.28
04/21/16	40156	Altec Industries, Inc.	320.78	Repairs/Parts for Boom Truck	03-220-5025	320.78
Total 40156:			652.06			
40157						
04/21/16	40157	American Custom Tire, Inc	39.10	Flat Tire repair for CAT - WW	15-500-5025	39.10
04/21/16	40157	American Custom Tire, Inc	39.11	Flat Tire repair for CAT - Water	16-550-5025	39.11
Total 40157:			78.21			
40158						
04/21/16	40158	Christy Conley	36.95	Official Notary Stamp - Police	01-140-5022	36.95

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 40158:			36.95			
40159						
04/21/16	40159	Cyle Johnson Electric	135.00	Replaced fuse for Pressure Pump - WWTP	15-500-5035	135.00
Total 40159:			135.00			
40160						
04/21/16	40160	Emmett, Brinkerhoff	78.00	Per Diem: AZ Water Conf - Glendale, AZ	03-220-5043	78.00
Total 40160:			78.00			
40161						
04/21/16	40161	ICMA	288.00	Annual membership per contract - S. Miller	01-130-5051	288.00
04/21/16	40161	ICMA	144.00	Annual membership per contract - S. Miller	03-220-5051	144.00
04/21/16	40161	ICMA	144.00	Annual membership per contract - S. Miller	15-500-5051	144.00
04/21/16	40161	ICMA	144.00	Annual membership per contract - S. Miller	16-550-5051	144.00
Total 40161:			720.00			
40162						
04/21/16	40162	International Code Council	105.00	Annual Membership Dues - T. Hoogerwerf	01-160-5051	105.00
Total 40162:			105.00			
40163						
04/21/16	40163	John Andoh	416.66	Transit Assistance - March 2016	01-230-5036	416.66
Total 40163:			416.66			
40164						
04/21/16	40164	Lusk Plumbing	97.00	Exhaust Test/Sewer Trap Sealing	01-130-5035	97.00
04/21/16	40164	Lusk Plumbing	97.00	Exhaust Test/Sewer Trap Sealing	01-150-5035	97.00
04/21/16	40164	Lusk Plumbing	97.00	Exhaust Test/Sewer Trap Sealing	01-160-5035	97.00
04/21/16	40164	Lusk Plumbing	97.00	Exhaust Test/Sewer Trap Sealing	01-170-5035	97.00
04/21/16	40164	Lusk Plumbing	97.00	Exhaust Test/Sewer Trap Sealing	15-500-5035	97.00
04/21/16	40164	Lusk Plumbing	97.00	Exhaust Test/Sewer Trap Sealing	16-550-5035	97.00
Total 40164:			582.00			
40165						
04/21/16	40165	Oscar Cruz	54.00	Per Diem: Traffic Tech Trng	03-220-5043	54.00
Total 40165:			54.00			
40166						
04/21/16	40166	TDS Telecom	302.73	Telephone Service - Admin	01-130-5048	302.73
04/21/16	40166	TDS Telecom	583.61	Telephone Service - Police	01-140-5048	583.61
04/21/16	40166	TDS Telecom	280.91	Telephone Service - Magistrate	01-150-5048	280.91
04/21/16	40166	TDS Telecom	90.71	Telephone Service - P&Z	01-160-5048	90.71
04/21/16	40166	TDS Telecom	289.20	Telephone Service - Library	01-170-5048	289.20
04/21/16	40166	TDS Telecom	176.14	Telephone Service - PW	03-220-5048	176.14
04/21/16	40166	TDS Telecom	361.46	Telephone Service - WWTP	15-500-5048	361.46
04/21/16	40166	TDS Telecom	303.51	Telephone Service - Water	16-550-5051	303.51

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 40166:			2,388.27			
40167						
04/21/16	40167	Tritech Forensics	119.10	Blood Draw Kits - Police	01-140-5022	119.10
Total 40167:			119.10			
40168						
04/21/16	40168	Usa Blue Book	140.64	Hach Ammonia Test Kit	15-500-5052	140.64
04/21/16	40168	Usa Blue Book	112.36	Hach Nitrite Test Kit - WWTP	15-500-5052	112.36
Total 40168:			253.00			
40169						
04/21/16	40169	Verizon Wireless	61.38	Cell Phone Services - Transit	01-230-5048	61.38
04/21/16	40169	Verizon Wireless	99.62	Cell Phone Services - Admin	01-130-5048	99.62
04/21/16	40169	Verizon Wireless	92.07	Cell Phone Services - Park	01-180-5048	92.07
04/21/16	40169	Verizon Wireless	36.07	Cell Phone Services - Police	01-140-5048	36.07
04/21/16	40169	Verizon Wireless	30.69	Cell Phone Services - P & Z	01-160-5048	30.69
04/21/16	40169	Verizon Wireless	69.38	Cell Phone Services - PW	03-220-5048	69.38
04/21/16	40169	Verizon Wireless	38.69	Cell Phone Services - WWTP	15-500-5048	38.69
04/21/16	40169	Verizon Wireless	188.18	Cell Phone Services - Water	16-550-5048	188.18
Total 40169:			616.08			
40170						
04/22/16	40170	Az Mun. Risk Retention Po	446.00	Workers Comp - Admin	01-130-5015	446.00
04/22/16	40170	Az Mun. Risk Retention Po	8,245.00	Workers Comp - Police	01-140-5015	8,245.00
04/22/16	40170	Az Mun. Risk Retention Po	132.00	Workers Comp - Magistrate	01-150-5015	132.00
04/22/16	40170	Az Mun. Risk Retention Po	53.00	Workers Comp - P & Z	01-160-5015	53.00
04/22/16	40170	Az Mun. Risk Retention Po	141.00	Workers Comp - Library	01-170-5015	141.00
04/22/16	40170	Az Mun. Risk Retention Po	494.00	Workers Comp - Park	01-180-5015	494.00
04/22/16	40170	Az Mun. Risk Retention Po	80.00	Workers Comp - Rec	01-185-5015	80.00
04/22/16	40170	Az Mun. Risk Retention Po	8,046.00	Workers Comp - PW	03-220-5015	8,046.00
04/22/16	40170	Az Mun. Risk Retention Po	508.00	Workers Comp - Transit	01-230-5015	508.00
04/22/16	40170	Az Mun. Risk Retention Po	148.00	Workers Comp - Cemetery	01-181-5015	148.00
04/22/16	40170	Az Mun. Risk Retention Po	526.00	Workers Comp - WWTP	15-500-5015	526.00
04/22/16	40170	Az Mun. Risk Retention Po	232.00	Workers Comp - Citizens on Patrol	01-140-5089	232.00
04/22/16	40170	Az Mun. Risk Retention Po	940.00	Workers Comp - Water	16-550-5015	940.00
04/22/16	40170	Az Mun. Risk Retention Po	356.00	Workers Comp - M&C	01-110-5015	356.00
Total 40170:			20,347.00			
40171						
04/22/16	40171	Quill Corporation	27.19	Laser Pointer - PW	03-220-5060	27.19
04/22/16	40171	Quill Corporation	27.19	Laser Pointer - WW	15-500-5060	27.19
04/22/16	40171	Quill Corporation	1.40	Office Supplies - Police	01-140-5022	1.40
Total 40171:			55.78			
Grand Totals:			78,818.01			

PAYROLL CHECK #S : 40105-40114



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, April 26, 2016

Agenda Item: **MINUTES** ~ Consider approval of the minutes of the Regular Town Council Meeting of April 12, 2016 and the Special Town Council Meeting of April 19, 2016.

Summary: The Town Clerk shall keep the minutes of all meetings of the Common Council. Upon approval by the Council, the Clerk shall enter the approved minutes in a book constituting the official record of the Council.

Responsible Person: Tina Abriani, Town Clerk

Attachment: Minutes of the Regular Town Council Meeting of April 12, 2016 and the Special Town Council Meeting of April 19, 2016.

Action Requested: **Motion to approve the minutes of the Regular Town Council Meeting April 12, 2016 and the Special Town Council Meeting of April 19, 2016.**

MINUTES
TOWN OF QUARTZSITE
REGULAR MEETING OF THE COMMON COUNCIL
TUESDAY, APRIL 12, 2016, 7:00 PM

CALL TO ORDER: 7:00 p.m.

INVOCATION: None

PLEDGE OF ALLEGIANCE: Council Member Orgeron led the Pledge of Allegiance.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member Davidson, Council Member St. Germain attended the meeting telephonically.

STAFF PRESENT: Skylor Miller, Town Manager; Susan Goodwin, Town Attorney; and Tina Abriani, Town Clerk

ANNOUNCEMENTS:

Shanana Rain BearCat invited the entire community to attend a meeting scheduled for Thursday, April 14, 2016, at 5:30 p.m. at the Community Center, to brainstorm to produce ideas on how to celebrate Quartzsite's 150th year since its establishment.

CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS:

None

PROCLAMATIONS:

1. **PROCLAMATION – National Work Zone Awareness Week – “Don’t Be That Driver,” April 11-15, 2016.**

The Mayor read the proclamation - National Work Zone Awareness Week – “Don’t Be That Driver,” April 11-15, 2016 - aloud.

2. **PROCLAMATION – Pay It Forward Day April 28, 2016.**

The Mayor read the proclamation - Pay It Forward Day, April 28, 2016 - aloud.

The Mayor stated it had been requested that the Consent Agenda items be moved from the Consent Agenda to the Regular Agenda.

CONSENT AGENDA: Items moved from the Consent Agenda to the Regular Agenda.

3. **A. LEDGER OF ACCOUNTS PAID – Consider approval of check series 40028 – 40048 and 40059 - 40104, totaling \$270,853.37.**

Council Member Orgeron moved to approve check series 40028 – 40048 and 40059 - 40104, totaling \$270,853.37, and **Council Member Warner seconded** the motion. The vote was unanimous. **Motion Passed.**

B. COURT CLERK – Consider approval to hire a new Magistrate Court Clerk to fill the vacant budgeted position.

Town Manager Miller explained he was seeking approval of the Council to fill the full-time Court Clerk budgeted position in the Quartzsite Magistrate Court. There was a discussion of another candidate that had held the position but had left the Town's employment.

Vice Mayor Simpson asked what the workload was at this time of the year and for the next few months.

Town Manager Miller said in the budget last year, it was identified that there was a definitive need for two Magistrate clerks. He explained that two administrative clerks were required for proper checks and balances to remain in place.

Town Manager Miller replied to Vice Mayor Simpson's question by saying that the Magistrate's caseload was up compared to that of previous years.

Vice Mayor Simpson moved to approve to hire a new Magistrate Court Clerk to fill the vacant budgeted position. **Council Member Orgeron seconded** the motion. The vote was unanimous. **Motion Passed.**

C. LIBRARY CLERK – Consider approval to hire a new Library Clerk to fill the vacant budgeted position.

The Mayor asked if the Library needed the position to be filled, in light of its falling patron count.

Town Manager Miller said the Library had two vacant positions. He explained that Melissa Fischer filled one of those positions on a part-time basis, after the Council gave permission to release those budgeted funds for that position. Town Manager Miller explained to Council that he was asking Council to approve moving Ms. Fischer from a part-time employee position to a full-time employee position because she had shown her worth.

There was a discussion of the change in number of hours that Ms. Fischer would have. Town Manager Miller said she would move from 24 to 40. He said the Town would keep her at the same rate she was already at, which was \$10.43 per hour.

Council Member Orgeron moved to approve to hire the new Library Clerk to fill the vacant budgeted position, and Council Member Warner seconded the motion. The vote was unanimous. Motion Passed.

D. RESERVE POLICE OFFICER – Consider approval to hire a new Reserve Police Officer to fill the vacant budgeted position.

Town Manager Miller reminded the Council that during the last budget cycle, the Police Department was restructured, and it was proposed that a sworn officer position be eliminated, while a reserve officer position was added. The reserve officer was needed to maintain proper coverage, said Town Manager Miller.

Chief Renfro spoke of the budgeted reserve police officer position that had not been filled. The Chief provided information about Clifford Finch from the Yuma area, such as his age - 29 years old, married, and certified. The Chief said he was asking Council's approval to put Mr. Finch through training, and then put him on a part-time basis where he would be in reserve to fill in when the busy season arrives. Chief Renfro said that once Mr. Finch was trained, Mr. Finch would be working one or two days per month.

There was a discussion of future vacancies in the Police Department, and that Mr. Finch could be the first person to apply to fill the vacancy. Chief Renfro said that when applicants had been put through the process of checks and verifications, approximately fifty-percent of the applicants fell off the satisfactory list of applicants.

There was a discussion about Mr. Finch having passed all checks, his AZ Post Certification and his future Quartzsite field training.

Council Member Orgeron moved to approve a hire of the new reserve police officer to fill the vacant and budgeted position, and Vice Mayor Simpson seconded the motion. The vote was unanimous. Motion Passed.

PUBLIC HEARING:

- 4. TRANSIT GRANT FUNDING – PUBLIC HEARING – Public Hearing, review and consideration of approval to authorize the filing of grant applications for FTA Section 5311 funding, committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Section 5311 funding.**

Town Manager Miller let everyone know that Janet Collier, Transit Coordinator, was away at a mandatory training. He said the Town had a requirement to have the public hearing in order to meet the grant application guidelines. He continued that the Town wants to accept that participation and incorporate it into the grant application.

Town Manager Miller said that because of the required public hearing and the fact that all three agenda items tie into each other, he was asking the Council only to review the documents and discuss them.

Town Manager Miller said he would set up a special meeting next week for final approval to apply for funds, approval of the Title VI Non-Discrimination Plan, and the revised Business Plan

Town Manager Miller reviewed 5311 Program requirements.

The Mayor called for questions from the public.

There was a discussion of ADOT's beautification grant by which the pedestrian amenities, such as rest stations, were made. There will be no fixed route, citizens will call and arrange to be picked-up from wherever they desire.

Vice Mayor Simpson spoke of his concern of committing to the new program without viewing the budget first. He asked for a budget update before approving the process, and a projection of future budget figures. He explained that he wanted to know where the Town stood financially before making financial decisions.

Town Manager Miller explained ADOT's deadline did not allow for the Vice Mayor's preferred process. He further explained that the meeting was to discuss the opportunity to apply for the 5311 funds.

Starr BearCat said she understood that Mrs. Collier would be taking a full-time position running the Transit Department, and would work exclusively in that department. Starr said she understood that Mrs. Collier's wages would come from the grant.

Starr went on to say that Mrs. Collier was doing a number of jobs for the Town, and asked how many people would be hired to fill Mrs. Collier's old position.

The Mayor offered that if the Town did get the grant, those questions would be answered.

The Mayor closed the Public Hearing.

ADMINISTRATIVE ITEMS:

- 5. MINUTES – Consider approval of the minutes of the Regular Town Council Meeting of March 22, 2016 and the Special Town Council Meeting of April 1, 2016.**

Vice Mayor Simpson moved to approve the minutes of March 22, 2016, as presented, and the Special Meeting of April 1, 2016, as presented. **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed.**

- 6. REVISED PUBLIC TRANSIT IMPLEMENTATION PLAN - Presentation and review of revised Quartzsite Transit Camel Express General Public Dial-A-Ride and Intercity Service Operations and Implementation Business Plan.**

The Mayor asked if the agenda item required any further discussion at this time.

Town Manager Miller said ADOT updated the figures, and the feasibility issue had been addressed of the high school student trip. He said once the Town reaches out to Salome High School and finds out what type of contribution with which they are willing to help. Town Manager Miller said the issue was something that would have to be worked out through the budget cycle.

- 7. TITLE VI NON-DISCRIMINATION PLAN – Review of updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services. Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance, the individuals who are covered by these protections, the entities that must follow this law, and how Title VI is enforced.**

Council Member Warner asked if the document was primarily the same plan that was adopted last year, but with verbiage changes. TM Miller said yes.

- 8. ORDINANCE NO. 16-04 – CALCULATION OF MAJORITY OF VOTES CAST FOR MAYORAL AND COUNCILMEMBER ELECTIONS - Discussion and possible adoption of an ordinance amending the Town Code, Chapter 2, Mayor and Council, Article 2-3 Council Election, to include a subsection, Section 2-3-1 Primary Election, providing the method to be used to calculate the majority of votes cast at the Primary Election pursuant to Arizona Revised Statutes.**

The Mayor explained that the proposed Ordinance was necessitated by a change in a State Statute. He said, "If in a Primary Election you receive a majority of the votes, you are then declared elected." It is how to calculate the majority of votes, and requires a change to the Town Code.

Council Member Orgeron moved to approve Ordinance No. 16-04, Calculation of Majority of Votes Cast for Mayoral and Councilmember Elections, amending the Town Code, Chapter 2 Mayor and Council, Article 2-3 Council Election to include a subsection, Section 2-3-1 Primary Election, providing the method to be used to calculate the majority of votes cast at the Primary Election pursuant to Arizona Revised Statutes. Vice Mayor Simpson seconded the motion. The vote was unanimous. Motion Passed.

- 9. PAY IT FORWARD DAY - Discussion regarding how the Town's citizens and staff can work together to help the community celebrate Pay It Forward Day with a positive ripple effect of giving.** *Requested by Council Member Kelley*

Council Member Kelley spoke about how the Town staff really participated the last time the special day was recognized by the Council. She said the staff helped the citizens with yard cleaning and visits to shut-ins. Council Member Kelley those little things make a difference. She said the community of Quartzsite was very giving and asked that everyone please think of someone that needs something on Pay It Forward Day. Council

Member Kelley suggested that anyone having difficulty coming up with ideas should speak to Marilyn McFate.

Council Member Warner noted the kind act would not need to take place on April 28, 2016. She also spoke of the idea of using tickets.

Town Manager Miller said he would help to publicize Pay It Forward Day, April 28, 2016.

10. CHIEF OF POLICE RECRUITMENT - Presentation of proposed recruitment process for Chief of Police by Town Manager Miller and Chief of Police Renfro.

Town Manager Miller spoke about moving forward with a recruitment plan. He said that he was asked by the Council to find out if Chief Renfro could be convinced to stay on as the Chief in Quartzsite. Town Manager Miller said he tried, but the Chief was firm with his plan to leave.

Town Manager Miller said he would present Council with a draft proposed contract at the next regular or special Council meeting. He spoke of the acceptance of the Chief's resignation requiring that either an addendum or new agreement, signed, be put in place for the Chief's future employment by the Town. Town Manager Miller said the Chief had agreed to stay with the Town through the recruitment process to help maintain stability through the process for staff and to help with the selection of a new Chief. Town Manager Miller said the Chief would commute from Quartzsite to Phoenix.

Town Manager Miller said applications for the position of Chief of Police would be accepted through May 10, 2016, and they would be reviewed May 11, 2016. He said the interview panel would consist of senior level DPS representatives, two volunteers from the Council, the Town Manager, and Chief Renfro. Town Manager Miller said that dependent upon the size of the pool of applicants, the process might include an in-person or Skype interview before the second round before the panel.

Town Manager Miller said that once a final candidate is approved the candidate would meet with the Council and discuss contract terms.

There was a discussion of the residency requirement. The Mayor said that initially the residential requirement should include Rainbow Acres and La Paz Valley. There were comments from the Council, Chief Renfro, and the Town Manager. There was mention that the residency requirement could be used as a bargaining tool, and for the right candidate, there would be flexibility.

The Mayor directed staff to go forward with the advertisement of the position.

Town Manager Miller requested that two members of the Council be participants on the review board or interview panel. He said the selection of the Council Members could occur at the next regular Council meeting.

Chief Renfro advised that if the first round of applicants does not include a satisfactory candidate, there should be more rounds until the right candidate is found.

The Mayor went on record to say the Chief created a department that no one should be ashamed or afraid to come to Quartzsite and take over. The Chief said, "It was not just me, but we."

COMMUNICATIONS:

11. Reports from the MAYOR on current events.

The Mayor said he would like to recognize Mrs. Renfro for allowing the Town to have the services of Ernie Renfro for at least another month.

12. Reports from the COUNCIL on current events.

Council Member Kelley warned everyone to stay off Moon Mountain.

13. Reports from the TOWN MANAGER to the Council.

Town Manager Miller spoke about the construction on Moon Mountain. He said the work did not stop people from getting to the Salvation Army.

The Mayor asked if the workers were going to form the sidewalk and then pour it, and he asked if that would close driveway accesses. Town Manager Miller replied that there would be temporary closures, but the workers would properly notify those folks.

Council Member Warner asked if people could still get to the Senior Center from off of Main Street and there were affirmative replies.

Town Manager Miller spoke more about road closures and paying attention to the flaggers.

Town Manager Miller said the preliminary State Shared Revenue numbers were released the previous week, as well as the League's 'It's Budget Time' documentation, which explains what the changes are. He said the preliminary State Shared Revenue numbers are what the Town needed to develop the upcoming budget cycle. He said that process could be started.

The Mayor asked Town Manager Miller if he received anything regarding HURF. Town Manager Miller replied that the 'It's Budget Time' document and the preliminary State Shared Revenue had already been uploaded to the Council's iPads for their review. Town Manager Miller said, "HURF, I believe, is in good shape."

Town Manager Miller reminded everyone that there would be a sesquicentennial planning meeting on Thursday, April 14, 2016 at 5:30 p.m. at the Community Center. He encouraged Council Members and everyone else from the public that was interested in

participating in the celebration of the community turning 150, to attend the meeting, please.

ADJOURNMENT: 7:59 p.m.

Council Member Warner moved to adjourn, and **Council Member Davidson seconded** the motion. The vote was unanimous. **Motion Passed.**

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of April 12, 2016, of the Town Council of Quartzsite, Arizona, held on April 12, 2016.

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

DATED this 26th day of April 2016

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor

MINUTES
TOWN OF QUARTZSITE
SPECIAL MEETING OF THE COMMON COUNCIL
TUESDAY, APRIL 19, 2016, 1:00 PM

CALL TO ORDER: 1:05 p.m.

INVOCATION: None

PLEDGE OF ALLEGIANCE: Pledge of Allegiance led by Council Member Warner.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Orgeron, Council Member St. Germain appeared by phone

Absent: Council Member Davidson.

STAFF PRESENT: Skylor Miller, Town Manager; Tina Abriani, Town Clerk; and Janet Collier, Transit Coordinator

GUEST PRESENTER: John Andoh, Transit Consultant

CALL TO THE PUBLIC:

Mr. Dan Heaton asked if the Council had reviewed a fee structure for the transit system, and if they had looked at a fee structure was a decision made. Mayor Foster directed Town Manager Miller to answer. Town Manager Miller said yes, there was a fee structure.

ADMINISTRATIVE ITEMS:

1. **REVISED PUBLIC TRANSIT IMPLEMENTATION PLAN - Review and possible approval of the revised Quartzsite Transit Camel Express General Public Dial-A-Ride and Intercity Service Operations and Implementation Business Plan.**

Quartzsite's Transit Consultant John Andoh presented an overview of the proposed Camel Express Operations and Implementation Business Plan for the new transit system that will utilize Federal Transit Administration, Section 5311 funding beginning as early as July 1, 2016. This plan includes expanding the current dial-a-ride service, which is limited to eligible participants, into a general public dial-a-ride service on a space available basis.

The presentation included the proposed Camel Express logo and paint scheme for the buses.

Town Manager Miller added that Janet Collier, Transit Coordinator was working on a partnership with Salome High School to have Quartzsite's transit system pick up the

schoolchildren from their home and drop them off at a pick-up location for the Salome High School bus to pick-up the children and take them to Salome High School. In the late afternoons, this procedure would be reversed.

Town Manager Miller said that the Arizona Department of Transportation, ADOT, advised the Town that it could not charge the school for transportation services. Janet Collier and Town Manager Miller are now seeking an arrangement to exchange the transportation service for the schoolchildren for a donation of in-kind services, or an in-kind trade. Each student would pay a discounted fare.

Town Manager Miller said the Town's current transit budget was at \$105,000 for transit expenses. Of that \$105,000, approximately \$82,000 was General Fund dollars.

Town Manager Miller said that under the new program, the transit budget would be at \$270,000 for transit expenses. Of that \$270,000, approximately \$80,000 would be General Fund expenses.

Vice Mayor Simpson asked how long the commitment would be.

Town Manager Miller said ADOT had just moved to a two-year grant cycle, and if the Town does receive the requested funds, ADOT will have committed to those operating, administration and capital funds to the Town for two years at a time. He said that once the Town received the funds, it would be obligated to run the 5311 Program. He explained further that if the Town did not receive the grant funds, it would not be obligated to run the public transit system with the Town's funds.

Council Member Warner asked if the Town could go back to the 5310 Program, for the elderly and physically challenged, if, after two years, the Town applied for the 5311 Program grant funds and did not receive them.

Town Manager Miller responded that the Town could apply for 5310 Program grant funds.

Vice Mayor Simpson asked Town Manager Miller about his concern that the 2017 and 2018 budget years requires a commitment ahead for two years, because if ADOT funds the Town for two years, the Town will be locked in for two years.

The Town Manager said that what Vice Mayor Simpson said was true and that if the Town did accept the money it would be obligated to run the 5311 Program.

Vice Mayor Simpson said going forward with the new transit system was not part of prioritizing the needs of the Town, as it would be during a budget cycle. He expounded with there being so many things needed in the Town more than a transit system that could serve to benefit many more people, such as the sewer and the wells.

Town Manager Miller explained that by accepting the 5311 Program funding, should it be awarded, the Town would be freeing up \$20,000 a year of General Fund dollars to be expended on those other priorities.

Vice Mayor Simpson said that the Town Manager saw an extra \$20,000 in the General Fund for the sewer system, and in contrast, the Vice Mayor said he saw \$59,000 that could be used for the sewer system instead of it going to the transit system.

Town Manager Miller responded that the Town currently spends \$82,000 from the General Fund to operate the transit system that provides services restricted to the elderly and physically challenged. He said that equated to approximately only seventy-five people in Town. With the 5311 Program, the public would benefit from the community-wide service with savings to the General Fund.

Town Manager Miller said he believed that in the past, the Council had identified the need for a transit system.

The Mayor said that if the population does not use the public transit service it, could be stopped after the two years.

Council Member St. Germain asked what percentage of the total cost of the public transit system the Town would collect from the riders paying the fares in the next year. He also asked if the Town would use the General Fund to pay the difference between the fare collections and the Town's grant match money to ADOT.

John Andoh replied that \$8,000 is the estimated figure for fare revenue, and if enough money were not collection from the fares, the General Fund would be used to pay the difference. He said that \$7,000 to \$7,200 was received in prior years from the limited 5310 Transit Program.

Council Member Orgeron moved to approve the revised Quartzsite Transit Camel Express General Public Dial-A-Ride and Intercity Service Operations and Implementation Business Plan. Council Member Kelley seconded the motion. The vote was five ayes and one nay by Vice Mayor Simpson. Motion Passed.

- 2. TITLE VI NON-DISCRIMINATION PLAN – Review and possible adoption, by resolution, of the updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services. Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance, the individuals who are covered by these protections, the entities that must follow this law, and how Title VI is enforced.**

The Mayor said the Title VI Implementation Plan adopted by Council from the past year was updated to concur with federal law. He said revisions were made to comply with new guidance from the Federal Transit Administration.

ADOT requested that the Title VI Non-Discrimination Plan include the schedule for regular Council Meetings, how often public transit meetings will be held, when the public transit meetings were held in the past, how often surveys would be distributed to the ridership,

sample documents translated into Spanish, and the date of Council approval of the Title VI Non-Discrimination Plan.

Town Manager Miller said he was asking that the Town adopt the Title VI Plan as amended.

Council Member Orgeron moved to adopt Resolution No. 16-02, the updated Title VI Non-Discrimination Plan for the Quartzsite Transit Services as amended. **Vice Mayor Simpson seconded** the motion. The vote was unanimous. **Motion Passed.**

- 3. TRANSIT GRANT FUNDING – Review and possible adoption of a resolution to authorize the filing of a grant application for FTA Section 5311 funding, committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Section 5311 funding.**

John Andoh and Town Manager Miller spoke of the transit grant funding public hearing that was held the previous week.

Council Member Orgeron moved to approve Resolution No. 16-03 authorizing the filing of a grant application for FTA Section 5311 funding and committing the necessary local match for the project and stating the assurance of the Town of Quartzsite to complete the project upon receipt of the FTA Section 5311 funding. **Council Member Warner seconded** the motion. The vote was five ayes and one nay from Vice Mayor Simpson. **Motion Passed.**

Council Member Orgeron moved to adjourn, and **Vice Mayor Simpson seconded** the motion. The vote was unanimous. **Motion Passed.**

ADJOURNMENT: 1:30 p.m.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting of April 19, 2016, of the Town Council of Quartzsite, Arizona, held on April 19, 2016.

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

DATED this 26th day of April 2016

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor

DRAFT

Report Criteria:

Year-To-Date Amount

Actual Amounts

Accounts In Category: CASH, Swr, Water

Account Number	Account Title	YTD Actual
01-000-1107	CASH IN BANK LGIP	700,078.02
01-000-4051	COMMUNITY BLDG DONATIONS	.00
16-550-5063	LONG TERM DEBT	83,882.00
99-000-1030	OPERATING CHECKING HORIZON	4,404,006.74
Total CASH:		
15-000-4105	CONTRIBUTED CAPITAL	.00
15-000-4315	SALES	946,489.83-
Total Swr:		946,489.83-
16-000-4105	CONTRIBUTED CAPITAL	4,200.00-
16-000-4315	SALES	979,764.99-
Total Water:		983,964.99-

From: townclerk@ci.quartzsite.az.us
Sent: Tuesday, April 19, 2016 9:52 AM
To: Town Manager, Skylor Miller (skylor.miller@quartzsiteaz.org)
Subject: Mayor's Request

Hello Skylor,

The Mayor asked me if I knew that there would be a 4-H presentation on the agenda for the meeting of April 26, 2016.

When I replied that I had not heard anything about it, yet, he asked me to ask you for contact numbers that I will need to call.

Will you please email those numbers to me at your earliest convenience?

Kindest regards,

Tina M. Abriani
Town Clerk
Town of Quartzsite
928-927-4333
P.O. Box 2812
Quartzsite, AZ 85346



*Terry 4-H
Member*

COUNCIL MEETING AGENDA

TUESDAY, APRIL 26, 2016

Members may attend in person or by telephone

Ed Foster, Mayor
Norm Simpson, Vice Mayor

Carol Kelley
Loretta Warner
Hal Davidson

Mark Orgeron
Gunny St. Germain

**Quartzsite Town Hall
Council Chambers
465 North Plymouth Avenue
Quartzsite, Arizona**

**Regular Meeting
7:00 p.m.**

SPEAKING TO THE COUNCIL

If you are interested in speaking to the Council during Public Hearings, Communications from Citizens, or other designated agenda items, you must fill out a speaker card (located on the table inside the front entrance to the Council Chambers) and deliver it to the Town Clerk prior to the convening of the meeting. Each individual will be limited to three (3) minutes for their remarks.

All persons attending the Council meeting, whether speaking to the Council or not, are expected to observe the Council Rules, as well as the rules of politeness, propriety, decorum and good conduct. Any person interfering with the meeting in any way, or acting rudely or loudly, will be asked to leave.

CELL PHONES AND RECORDING DEVICES

As a courtesy to others please turn off or silence all cell phones or pagers. Reporters or others with recording devices are requested to be staged at the back of the public seating area in order not to interfere with the meeting.

***Items may be discussed earlier or in a different sequence.
Headphones are available upon request for the hearing impaired.***

	AGENDA ITEM	COUNCIL ACTION
	CALL TO ORDER OF REGULAR MEETING	
	INVOCATION AND PLEDGE OF ALLEGIANCE <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
	ROLL CALL	
	CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS - <i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name. There is a 3 minute limit for each speaker. The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i>	
	ANNOUNCEMENTS	

	PRESENTATIONS; PROCLAMATIONS	
1.	PROCLAMATION – National Arbor Day April 29, 2016.	
2.	PRESENTATION – Duce Minor of PAACE to give presentation of Youth Challenge Award from the Governor’s Office of Youth, Faith and Family to JONATHAN DAVID McELWAIN of Quartzsite.	
3.	PRESENTATION OF CERTIFICATES OF ACHIEVEMENT - Presentation of Certificates of Achievement to 4-H Members in recognition of their accomplishments and promotion of Quartzsite.	
	CONSENT AGENDA <i>All items listed below are considered consent calendar items and may be approved by a single motion unless removed at the request of Council for further discussion/action. Other items on the agenda may be added to the consent calendar and approved under a single motion.</i>	
4.	LEDGER OF ACCOUNTS PAID – Consider approval of check series 40115 - 40171, totaling \$78,818.01.	Discussion; possible action by MOTION; may be acted upon with single motion.
	ADMINISTRATIVE ITEMS <i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i>	
4.	MINUTES – Consider approval of the minutes of the Regular Town Council Meeting of April 12, 2016 and the Special Town Council Meeting of April 19, 2016.	Discussion; possible action by MOTION.
5.	QUARTERLY FINANCIAL REVIEW (FY16 – Q3) – Council Member Warner will give a Quarterly Financial Review presentation.	Presentation and discussion.

6.	PARK & RECREATION CHANGES – Discussion regarding possible changes to Town Park and Recreation Rules.	Discussion only.
7.	INDEPENDENCE DAY FIRE WORKS DISPLAY – Discussion of coordination of the event with the Fire Department and vendor.	Discussion only.
8.	EXECUTIVE SESSION - Executive session pursuant to A.R.S. § 38-431.03(A)(1) for discussion and consultation with the Town Attorney in order to consider the Town's position and instruct the Town Attorney regarding an amendment to the Employment Agreement with Chief of Police Hiram Ernest Renfro that is the subject of negotiations and regarding a contract with the Central Arizona Water Conservation District related to the Town's Central Arizona Project Colorado River entitlement; and pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of assignments and evaluation of Town Manager Skylor Miller.	
	RETURN TO OPEN SESSION	
10.	EMPLOYMENT AGREEMENT WITH CHIEF OF POLICE HIRAM ERNEST RENFRO – Consider approval of an Amendment to the Employment Agreement with Chief of Police Hiram Ernest Renfro.	Discussion; possible action by MOTION.
	COMMUNICATIONS	
11.	Reports from the MAYOR on current events.	
12.	Reports from the COUNCIL on current events.	
13.	Reports from the TOWN MANAGER to the Council.	
	ADJOURN	MOTION to adjourn.

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING THE TOWN CLERK'S OFFICE AT 928-927-4333. REQUESTS SHOULD BE MADE 24 HOURS IN ADVANCE PLEASE, OR AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE ACCOMMODATION.

COUNCIL MAY NOT ACT ON ITEMS NOT ON THE AGENDA

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Quartzsite Town Hall, 465 N. Plymouth Ave, Quartzsite, AZ, U.S. Post Office, 80 W. Main Street, Quartzsite, AZ and The Senior Center, 40 Moon Mountain Ave, Quartzsite, AZ, on the ____ day of _____, 2016, at ___ a.m./p.m. in accordance with the statement filed by the Town of Quartzsite with the Town Clerk, Town of Quartzsite.

By: _____, Town Clerk's Office