

MINUTES
TOWN OF QUARTZSITE
465 N. PLYMOUTH AVE.
REGULAR MEETING OF
THE MUNICIPAL UTILITY ADMINISTRATIVE
COMMITTEE
THURSDAY, NOVEMBER 13, 2014 AT 9:00 A.M.

CALL TO ORDER: 9:30 a.m.

Meeting called to order by Chairman Dennis Dole at 9:30 a.m.

PLEDGE OF ALLEGIANCE:

Chairman Dennis Dole led the Pledge of Allegiance and all participated.

ROLL CALL OF THE BOARD:

Chairman: Dennis Dole, present

Committee Member: John (Jack) Brown, present

Committee Member: Darrell Crooks, present

Committee Member: Richard Thompson, present

Committee Member: Star Bearcat, present arrived at 9:35

Staff Present: Rondus Bennett, Utilities Accountant; Skylor Miller, Town Manager; Tina Abriani, Town Clerk; Miguel Castellanos, Utilities Billing Clerk.

READING AND APPROVAL OF MINUTES:

Miguel Castellanos read the minutes of the October 9, 2014 meeting aloud.

Committee Member Richard Thompson motioned to adopt the minutes as read and Committee Member John "Jack" Brown seconded. The motion passed unanimously.

BUSINESS

1. Discuss the purpose of the Municipal Utility Administrative Committee.

Chairman Dennis Dole explains he feels the Municipal Utility Administrative Committee does not get any information to give a recommendation before the Town Council discusses the matter. Committee Member Richard Thompson and Committee Member John "Jack" Brown agree with Chairman Dole. Committee Member Starr Bearcat gave examples of how other Committees operate with their information.

Town Manager, Skylor Miller, defined what the need for the Municipal Utility Administrative Committee is and explained why it benefits the Utility Department and the public. Skylor Miller also listed a few items that the committee could discuss in future meetings. Chairman Dole asked for better communication with the Utility Department Staff. Skylor Miller asked the Committee Members to state the value they see in the MUAC Board. Chairman Dole answered that if communication improves, there is value.

2. Discuss a future visit to the Central Arizona Project facility.

Committee Member Thompson commented that he had not made contact with the Central Arizona Project facility, but an appointment could be made for any convenient time. Skylor Miller suggested the Town of Quartzsite can provide transportation to the CAP facility for a tour. Committee Member Bearcat asked if transportation is not provided would the committee members be reimbursed for travel expenses. Skylor Miller read the Resolution No. 99-14 Section 2B, regarding the committee's reimbursement guidelines and stated he saw no problem with the Town reimbursing for fuel expenses.

REPORTS:

1. A water loss report presented by Jeff Sorensen, Utilities Director.

Rondus Bennett, Utilities Accountant, explained the misunderstanding as to why there is not a water loss report at the moment. Chairman Dole asked how difficult it would be to get a water loss report. Skylor Miller and Rondus Bennett gave him examples and reasons as to why they cannot make a water loss report, such as hydrant flushing and Jeff Sorensen having the information in his office. Chairman Dole asked why Jeff Sorensen, Utilities Director, is not present. Skylor Miller, Town Manager, explained Jeff Sorensen had an emergency and could attend but will attend future meetings.

2. A water rate comparison report for September - October by Rondus Bennett, Utilities Accountant.

Rondus Bennett gave a report of a comparison from the months of September 2014, October 2014 and October 2013 of water rate income. The report showed a greater amount of income in October 2014 than the other months, meaning a step in the right direction for trying to keep the Utilities Department afloat. Chairman Dole and Committee Member Bearcat would like to see the water and wastewater expected income and the actual income comparison on the next MUAC meeting's agenda.

ADJOURNMENT: 10:27 a.m.

Committee Member Richard Thompson motioned to adjourn the meeting and Committee Member Starr Bearcat seconded. The motion passed unanimously. The meeting was adjourned at 10:27 a.m.

Next Agenda Items:

- 1. The Future expansion of the Sewer System.*
- 2. A visit to the Central Arizona Project.*
- 3. Tyson Wash man holes*
- 4. Report from Rondus Bennett, Utilities Accountant, on the water and wastewater income expectation and actual income.*
- 5. Water loss report from Jeff Sorensen, Utilities Director.*

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Meeting of November 13, 2014, of the Municipal Utility Administrative Committee of the Town of Quartzsite, Arizona, held on November 13, 2014.

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

DATED this _____ day of _____ 2014.

Miguel Castellanos, Utilities Billing Clerk
On behalf of the MUAC Board

DRAFT