

**MINUTES  
TOWN OF QUARTZSITE  
465 N. PLYMOUTH AVENUE  
REGULAR MEETING  
MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE  
THURSDAY, April 9, 2015 AT 10:00 AM**

**CALL TO ORDER:**

The meeting was called to order by Chairman Dennis Dole at 10:05 a.m.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was said by all.

**ROLL CALL OF THE BOARD:**

Chairman: Dennis Dole - Present

Member: Starr Bearcat - Present

Member: John (Jack) Brown - Present

Member: Vacant

Member: Richard Thompson – Present

Staff Present: Rondus Bennett, Utilities Accountant; Oscar Cruz; Water Department; Miguel Castellanos, Deputy Town Clerk.

**READING & APPROVAL OF MINUTES:**

The minutes for the meeting on March 12, 2015 were not approved until amended for next meeting.

**BUSINESS:**

**1. Discussion & possible action to vote for Vice Chairman for MUAC.**

Committee Member Starr Bearcat motioned for Committee Member Richard Thompson as Vice Chairman and Committee Member John “Jack” Brown seconded the motion.

The motion passed unanimously.

**2. Discussion & possible action to change MUAC meetings from monthly to quarterly.**

Chairman Dennis Dole explained his reasons why he suggested the Municipal Utility Administrative Committee should move to quarterly meetings and have the meeting dates on the third Wednesday of the month.

Committee Member Starr Bearcat asked if there are any regulations for changing the meeting dates and Utilities Accountant Rondus Bennett answered there is nothing that would cause a problem.

Dan Heaton asked about what the protocols for having a special meeting were.

Chairman Dennis Dole and Utilities Accountant Rondus Bennett explained the process of having a special meeting.

Committee Member Starr Bearcat motioned to move the Municipal Utilities Administrative Committee to quarterly meetings and held the third Wednesday of the month and Committee Member Richard Thompson seconded the motion. The motion passed unanimously.

Rondus Bennett, Utilities Accountant, added the staff can provide the Committee with any important information before the MUAC meetings.

## **REPORTS:**

### **1. Quarterly Water Loss Report presented by Rondus Bennett, Utilities Accountant.**

Rondus Bennett, Utilities Accountant, and Oscar Cruz, Water Department, explained why the numbers on the Water Loss Reports were positive to the Committee.

Committee Member Starr Bearcat asked about the negative amount of water lost. Oscar Cruz explained different situations of what could have caused the report to show a negative amount of water lost.

Chairman Dennis Dole asked about the fire department turning in any reports for their water usages. Rondus Bennett answered no but it is still being looked into for solutions.

Committee Member John "Jack" Brown asked if the Town's water trucks are accounted for in the Water Loss Reports. Rondus Bennett answered the water trucks are currently metered so they do not need to be added into the report.

Oscar Cruz explained why they blow out water from the lines. Committee Member Starr Bearcat asked why there isn't a meter when the lines are flushed. Committee Member Starr Bearcat asked why the fire department doesn't have a meter for their usage.

Chairman Dennis Dole explained why the water release is important and why a meter could prevent the effectiveness of the water release.

### **2. Quarterly Financial Report presented by Rondus Bennett, Utilities Accountant.**

Rondus Bennett, Utilities Accountant, described how the Utilities Department is getting harsher on delinquent accounts in order to receive unpaid accounts.

Chairman Dennis Dole and Committee Member Starr Bearcat asked if the collected unpaid accounts were being put back in the water and sewer department. Rondus Bennett said yes but not towards billing due to it showing he accounts as double billed.

Committee Member Starr Bearcat asked about the people who rent part of their property during the winter season but are not RV parks. Rondus Bennett answered the Utilities Department tries to these people so planning and zoning can step in and correct it.

Vice Chairman Richard Thompson asked if the Town is charged for the collection agency. Rondus Bennett explained the collection agency work charges the person for the service and not the Town.

Committee Member John "Jack" Brown asked if people get shut off for delinquent accounts. Rondus Bennett said yes but the Utilities Department gives them 90 days of notice before shutting them off.

Committee Member Starr Bearcat asked what the Town would have to do to change the 200 ft requirement for connecting to the Town's water and sewer to 300 ft.

**ADJOURNMENT:**

Committee Member Richard Thompson motioned to adjourn the meeting and Committee Member John "Jack" Brown seconded the motion. The motion passed unanimously at 11:24 a.m.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Meeting of April 9, 2015, of the Municipal Utility Administrative Committee of the Town of Quartzsite, Arizona, held on January 8, 2015.

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

DATED this 9 day of April 2015.

  
Miguel Castellanos, Deputy Town Clerk  
On behalf of the MUAC Board