

**MINUTES  
TOWN OF QUARTZSITE  
465 N. PLYMOUTH AVENUE  
REGULAR MEETING  
MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE  
WEDNESDAY, OCTOBER 21, 2015 AT 10:00 AM**

**CALL TO ORDER:**

Chairman Dennis Dole called the meeting to order at 10:00 am.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was said by all.

**ROLL CALL OF THE BOARD:**

Chairman: Dennis Dole - **Present**

Vice Chairman: Richard Thompson - **Present**

Committee Member: Starr Bearcat - **Present**

Committee Member: John (Jack) Brown - **Present**

Committee Member: Darrell Crooks - **Present**

**READING & APPROVAL OF MINUTES:**

Vice Chairman Richard Thompson motioned to approve the minutes of the meeting on August 12, 2015 and Committee Member John "Jack" Brown seconded the motion. The motion passed unanimously.

**BUSINESS:**

**1. Discussion and possible action to review meter reading dates.**

Town Manager Skylor Miller explained the variations of the billing cycle reads.

Committee Member Starr Bearcat understood the water and sewer rate went higher after a certain amount of water was used. Town Manager Skylor Miller answered the Town does not charge a higher rate after a certain amount.

Committee Member Starr Bearcat raised the issue of residents on a fixed budget having to pay a larger bill one month and a smaller amount the next. She also raised the issue of only having one employee doing the monthly reads.

Town Manager Skylor Miller explained the different variations that can cause a bill to differ from month to month or season to season.

Utilities Accounts Manager Rondus Bennett explained if you set a fixed day to the reads, that day does not always fall on a weekday.

Chairman Dennis Dole commented if a person is on a fixed budget and a bill is lower one month then they should have that remaining money saved to pay for next month's bill if it is higher.

Committee Member John "Jack" Brown suggested people can pay the same amount every month so that on low bills, credit would be stored for higher bills.

Committee Member Starr Bearcat would like to see a closer monthly read and another employee as a backup person.

Town Manager Skylor Miller explained that the Town has little resources and does not have the staff as a big company would have but would they will train somebody else for when the primary employee that reads the meter is gone and will also try to bring the readings at a closer range.

**2. Discussion and possible action to implement well metering for sewage billing.**

Town Manager Skylor Miller explained the proposed language for well metering and sewer billing.

Committee Member Starr Bearcat would like to amend the part of the language that states Town personnel is allowed to go onto someone's property.

Town Manager Skylor Miller explained personnel would not go on a property unless there is an emergency.

Committee Member Starr Bearcat would like to add penalties for meter tampering and bypass for irrigation systems allowing people to use irrigation lines without being charged for sewer usage. Town Manager Skylor Miller commented any tampering is in town code. He also stated the Town does not offer any solution for unmetered irrigation. Chairman Dennis Dole explained the people who choose to go to well metering will pay actual usage, instead of a flat rate. He also stated the person will also be charged for irrigation just as any other resident on Town water, making it fair for everybody.

Vice Chairman Richard Thompson motioned to recommend to Council to adopt the private well metering language and Committee Member Darrell Crooks seconded the motion. The motion passed unanimously.

**3. Discussion and possible action to change from quarterly to monthly meetings.**

Vice Chairman Richard Thompson motioned to change to monthly meetings instead of quarterly and Committee Member Darrell Crooks seconded the motion.

Committee Member Starr Bearcat would like to have meetings every other month and special meetings when needed, due to the sparseness of Town staff.

Chairman Dennis Dole explained the problem for having meetings every other month, quarterly reports would be a month late for some meetings.

The committee voted for the motion of having monthly meetings. The motion was denied unanimously.

Committee Member Starr Bearcat motioned to have meetings every other month with special meetings when needed. There was not a second so the motion did not pass, the Municipal Utility Administrative Committee will resume to quarterly meetings.

**REPORTS:**

**1. Quarterly Water Loss Report presented by Rondus Bennett, Utility Accounts Manager.**

Utility Accounts Manager Rondus Bennett explained the quarterly water loss report. Town Manager Skylor Miller added the Town is at a lower loss than the previous year. Chairman Richard Thompson asked for an update on the leaky fire hydrants. Town Manager Skylor Miller informed the Committee of the fire hydrants that are still broken.

**2. Quarterly Financial Report presented by Rondus Bennett, Utility Accounts Manager.**

Town Manager Skylor Miller explained the quarterly financial report. He informed the Committee both the water and wastewater are doing well.

**ADJOURNMENT:**

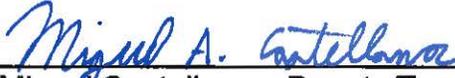
Committee Member Starr Bearcat motioned adjourn the meeting at 11:08 am and Committee Member John "Jack" Brown seconded the motion. The motion passed unanimously.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Meeting of October 21, 2016, of the Municipal Utility Administrative Committee of the Town of Quartzsite, Arizona, held on October 21, 2016.

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

DATED this 17 day of February 2016.

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