

**MINUTES  
TOWN OF QUARTZSITE  
MEETING OF THE COMMON COUNCIL  
TUESDAY, MAY 14, 2013, 9:00 AM**

**DRAFT**

**CALL TO ORDER:** 9:00 AM



**INVOCATION:** Chief Gilbert offered the Police Officers' prayer.



**PLEDGE OF ALLEGIANCE:**

▶ Mayor Foster led the Pledge of Allegiance.

**ROLL CALL:**

▶ **Roll Call.**

**Present:** Mayor Foster, Vice Mayor Jewitt (via conference call), Council Member Kelley, Council Member Crooks, Council Member Workman, Council Member Orgeron.

**ABSENT:** None

**STAFF PRESENT:** Laura Bruno, Town Manager; Patricia Ronan, Esq.; Tina Abriani, secretary

**APPROVAL/AMENDMENT OF AGENDA:**

▶ Council Member Orgeron moved to approve the agenda as written and Council Member Norma Crooks seconded the motion. ▶ Council Member Workman moved to pull four checks from the agenda: 35556, 35558, 35564 and 35570. ▶ The Mayor stated it had been moved and seconded and moved again to modify the agenda to remove four checks from the Consent Agenda for consideration later. The Mayor asked for a second to that motion. Council Member Orgeron seconded the motion. The motion was carried by unanimous vote to approve the agenda as amended. (summary: Yea = 6).

**PRESENTATIONS; PROCLAMATIONS:**



1.Presentation by the La Paz County Sheriff on the sheriffs role (law enforcement and civil matters) within the Town of Quartzsite.

Presentation not held due to absence of speaker.

**CONSENT AGENDA:**

2.Ledger of Accounts Paid.

3.Minutes of Regular Meeting of April 23, 2013.

4.Agreement - Consider approval of an agreement with SunEdison Origination1, LLC for construction, operation and maintenance of a solar powered electric generating project; and to purchase from SunEdison Origination1, LLC the electric energy produced by the project.

▶ Council Member Jewitt moved to approve the agenda with the amendments from Council Member Workman and Council Member Crooks seconded the motion. The motion was carried by unanimous vote to approve the agenda as amended. (summary: Yea = 6).

▶ The Town Manager, Laura Bruno, read the check payees and the reason for payment of the four checks in question.

▶ Council Member Orgeron moved to approve the four checks and Council Member Workman seconded the motion. The motion was carried by unanimous vote to approve the agenda as amended. (summary: Yea = 6)



5.Conduct hearing and consider approval of a location transfer of a Beer and Wine Liquor License for Beer Bellys located at 35 W. Kuehn Rd.

Council Member Jewitt moved to approve a location transfer of Beer Bellys. Council Member Orgeron seconded the motion. The motion was carried by unanimous vote to approve the agenda as amended. (summary: Yea = 6)

**ADMINISTRATIVE ITEMS:**



6.Budget – Preliminary discussions on the Fiscal Year 2013-2014 Budget for the Town of Quartzsite.

Laura Bruno, Town Manager, gave a PowerPoint presentation regarding preliminary discussion of the 2013-2014 Budget for the Town of Quartzsite. Department Heads spoke regarding their objectives for the coming year.

▶ The focus of the budget is efficient and fair public services with strong fiscal discipline and limited public services. The Town should only deliver those public services that cannot be efficiently provided by the private sector.

▶ Public Works Director, Emmett Brinkerhoff spoke regarding objectives for 2013-2014: design and rebuild Quail Trail Street from Las Palomas Ave. to Plymouth Ave.; design and rebuild Showplace Lane, from B-10 to the Salvation Army; construct a new 30 x 30 metal building to store barricades, cones, construction and regulatory signs, to keep them out of the weather; continue the on-going pavement preservation plan for this year and there will be no change to the current staffing.

▶ Steve Henrichs, the Department Head of Community Development Services, spoke on the state of the Town Hall facility and objectives for 2013-2014. He stated that the Town needs to initiate a preservation program for the Town Hall building to address structural and maintenance needs.

▶ Librarian Billie Fowler listed the Library Services 2013-2014 objectives: develop programs to teach library skills to early learners; increase computer learning opportunities for children and the purchase of a desperately needed new carpet. There will be no changes in current staffing.

▶ Head of the Parks, Recreation and Cemetery Services Department, Dana Anderson, listed the 2013-2014 objectives: to finish construction of the Snack Shack inside the park; to construct a new dog park to be located within walking distance of the dance slab area and possibly an additional dog shelter. Laura explained that there is a need for an animal shelter. A long term goal for the management team is to restore the dog park and create an animal shelter. Parks needs to repair and upgrade the irrigation system and valves. A water reel to replace the worn out one they already have is desperately needed. They anticipate no changes to the current staffing level.

▶ Yesenia Jackson of the Recreation Department spoke regarding the 2013-2014 objectives: increase the participation in the Recreation Department; expand the hours of the recreation program and to install Wi-Fi in the community center. No

staffing changes are anticipated and no there are no capital requests.

▶ Dinise Ross of the Cemetery Department spoke regarding the 2013-2014 objectives: to promote the cemetery as a place to come for peace, serenity and comfort to those who have loved ones buried there; to develop it as a more user friendly place. A cremation wall is needed. A long chain link fence with slats on the south property line would be a security, maintenance and visual enhancement. The beautification of the Veterans Memorial area is another objective. There will not be staffing changes.

▶ Janet Collier, Coordinator of the Transit Van Program, spoke regarding the 2013-2014 objectives: create a regular in-town route three days a week, rather than the curb to curb service that is offered now. The Western Arizona Council of Governments, WACOG, has urged the Town to expand its transit system. They have suggested that fares be established as opposed to suggested donations. WACOG will help to develop a rate structure that will allow low-income riders to participate.

▶ Chief Gilbert of the Public Safety Police Department listed the objectives for 2013-2014: instituting a newly revised and updated policy and procedures manual which is currently in the hands of the Towns legal staff; continue to have individual officer training; to provide adequate shift coverage to ensure public and officer safety and to work toward implementing additional community programs that will help the Police Department interact with the public. Staffing considerations for this budget year are to fill two currently vacant positions. The Department currently has four vehicles that are about six years old and need continued repairs. Four lease purchase vehicles are being requested on an annual lease contract. In addition, these vehicles need to be equipped and outfitted with sirens, lights, etc. Council Member Workman asked how many Officers there are right now. Chief Gilbert answered that there are nine and for a population of 3600, ten is adequate, but not during the season.

▶ Steve Henrichs, Head of Community Development Services, stated that the objectives for 2013-2014 are: training and education of staff and to access specialists on an on-call basis. Two positions have been combined into one. There are no capital requests.

▶ Town Manager, Laura Bruno outlined the objectives for 2013-2014 for Administrative Services: Town Clerk support to all advisory committees; working with the Council and the Town Attorney in a systematic process of reviewing and updating the Town Codes; providing increased customer service and to update personnel

policies and procedures as well as salary schedules. The Town wants to increase the focus on economic development and tourism and to form an Economic Development Commission. Regarding staffing, no changes to the current staffing level are anticipated.

▶ Water and Wastewater Services Director, Rob Troxler, stated the 2013-2014 objectives: to stabilize and rehabilitate the Quail Trail well; to implement a regular program of back flow flushing of the water lines; to implement a regular maintenance program for the fire hydrants; adhere to Kofa wells five year remove and replace preservation program; upsize boosters for the Kofa well and begin the wastewater services expansion and to install a telemetry reader and system for both town wells to take care of alarms and some needs over a laptop or know the problem before you get there; a possible expansion to serve Q-Mountain Vista and Rainbow Acres. There are no current staffing changes. In addition, retrofitting two existing trucks with utility beds to organize the tools would be helpful.

▶ Magistrate Court Judge King listed the objectives of the Judicial Branch of the Quartzsite Town Government for 2013-2014: to strengthen the administration of justice; to maintain a professional workforce and to improve operational efficiency; improve communications; to protect children, families and the community and improve the legal profession. No staffing changes are anticipated. No capital requests are being made.

▶ The Management Team prioritized the general fund capital requests: 1. to fund the Public Safety Services requests; 2. to fund the Town Hall structural needs; 3. to replace the carpeting in the facility in the library; 4. to fund the Snack Shack; 5. to procure the sprinkler system for the Park, the water reel, the cremation wall, improvements to the cemetery, fence the south property line of the cemetery, install a dog park, and beautification of the memorial area:

▶ The tentative budget will be submitted to the Council for review at a Special Council meeting on June 4, 2013. The department heads will be available for questions.

▶ Council Member Orgeron moved to adjourn into Executive Session to do the interviews for the Magistrate position. The Mayor seconded the motion. The attorney suggested that the motion be modified to also include the second set of items on the Executive Session agenda which deal with legal matters.

▶ Council Member Orgeron amended his motion to include discussion with the Town Attorney regarding the Town's position for pending or contemplated litigation.

▶ The attorney suggested the Council conduct the Executive Session and then conduct the interview of the applicant who requested the public hearing when the public meeting is reconvened.

▶ Norma Crooks seconded to the motion as presented. The vote was unanimous and the motion was passed. (summary: Yea = 6)



7:10:26 AM Meeting adjourned to Executive Session.

▶ 11:32 AM the Regular Meeting was called back to order.

▶ **Roll Call.**

**Present:** Mayor Foster, Vice Mayor Jewitt (via conference call), Council Member Kelley, Council Member Crooks, Council Member Workman, Council Member Orgeron.

▶ Public interview of Mary Scott: ▶ Council Member Orgeron asked her why she is applying for the position of Magistrate. Mary Scott stated that she feels she is the most qualified person in Town to fill the position. She also cares about the position.

▶ The Mayor asked if she knows the difference between civil procedures and criminal procedures. She answered that she does know the difference and has had years of experience.

▶ Council Member Kelley asked what languages she is fluent in and Mary Scott explained that she only speaks English.

▶ Council Member Crooks asked that if our prosecutor stated there was a conflict of interest, would she be able to recognize it. Mary Scott said she would disclose at the beginning of the hearing that she knows such and such, but if they prefer, she can recuse herself.

▶ Council Member Orgeron asked what part of her educational background qualifies her for the position. Mary Scott replied that she has had a lot of education. She

listed classes and courses, court experience, business experience and administrative experience. Council Member Orgeron asked which position, Council Member or Magistrate, she would feel would fit her and her wants best. She related some similarities between the two positions. She feels qualified to bring a lot to the meetings on the Town Council. She is extremely interested in Quartzsite. She stated that she really cares about the law and feels stability in the Court is important. She said she would be perfectly happy in either position.



8. Consider rejection of claims filed against the Town by Anton Coetzee, Jennifer Jones and Al Johnson.

Council Member Jewitt moved to reject the claims filed by Anton Coetzee, Jennifer Jones and Al Johnson. Council Members Kelley and Crooks seconded the motion. Council Member Workman asked who would pay for it if the matter went to court. Town Manager, Laura Bruno, replied that a potential settlement would come from the Town as well as attorneys fees.

The vote was unanimous and the motion was passed.

### **COMMUNICATIONS:**



9. Announcements and Reports from the MAYOR on current events.

The APS project with the poles along 95 are moving right along and it should be a nice cool summer for everyone with air conditioning.



10. Announcements and Reports from the COUNCIL on current events.

Announcements of the Council: Council Member Kelley stated the Food Bank received a \$500 check from the Community Thrift Store to help with food. She said that donations are way down and any help could really be used.



11. Reports from the Town Manager to the Council.

Reports from the Town Manager to the Council: An update on the settlement with the Office of the Arizona Attorney General on Open Meeting law violations was given.

▶ Attorney Patricia Ronan explained the letter from the Arizona Attorney Generals Office. She stated that the Administrative Liaison is the party responsible for seeing that minutes and agendas are posted properly.

▶ Council Member Norma Crooks asked when this complaint from last year was discovered. Town Manager, Laura Bruno, explained that her first notice of this was April 1, 2013, when she was contacted by Mr. Smith, an Assistant Attorney General.

▶ Laura Bruno stated that all boards, except one, approved and signed the document. One is on the very next agenda.

▶ Hal Davidson, of the audience, presented, verbally, three salaries of three states governors. Mr. Davidson stated, in his opinion and that of others, that Quartzsite is paying a salary that it can neither afford nor should be willing to afford.

▶ Dennis Dole, the Chairman of the Municipal Utilities Administrative Committee, thanked the attorney for explaining the letter from the AGs office.

▶ Town Manager Laura Bruno stated she plans to hold an open meeting law work session for Council and the advisory committees.

▶ Jennifer Jones, of the audience, said the estimate for putting a dog park in the Town Park, or a potential animal shelter did not include any estimation for the environmental impact statement that is required to do any construction of any type on BLM land. She addressed some statements that some Council Members made in the written request for the April 25th Special Council Meeting. She wanted the following to be on the record: "All candidates for that election cycle failed to file their termination statement by the required deadline."

▶ **ADJOURNMENT**:12:07 PM

### **CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of May 14, 2013, of the Town Council of Quartzsite, Arizona, held on May 14, 2013.

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

DATED this 28th day of May 2013.

Terry Frausto, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor