

**MINUTES  
TOWN OF QUARTZSITE  
REGULAR MEETING OF THE COMMON COUNCIL  
TUESDAY, SEPTEMBER 24, 2013, 9:00 AM**

**CALL TO ORDER:** 9:00 a.m.

**INVOCATION:** None

**PLEDGE OF ALLEGIANCE:**

Vice Mayor Jewitt led the pledge.

**ROLL CALL:**

**Roll Call.**

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott.

**ABSENT:** None

**STAFF PRESENT:** Laura Bruno, Town Manager; Terry Frausto, Town Clerk; Kelly Schwab and Patricia Ronan, Town Attorneys; Tina Abriani, Secretary

**APPROVAL/AMENDMENT OF AGENDA:**

Vice Mayor Jewitt moved to approve the agenda as amended. Council Member Orgeron seconded the motion. It was noted that the agenda was not amended. Vice Mayor Jewitt recalled his motion and Council Member Orgeron recalled his second.

Vice Mayor moved to approve the agenda as presented. Council Member Orgeron seconded the motion. The vote was unanimously in favor.

**PRESENTATIONS; PROCLAMATIONS:**

- 1. PRESENTATION** – ADOT Proposal for Improvements of the I-10/Exit 17 Interchange.

Mr. Paul Patane, District Engineer for the Arizona Department of Transportation, introduced himself. He presented proposed improvements at the interchange of I-10 and Exit 17.

Three alternatives as part of the study: 1. putting conventional type traffic signals along Main Street and Quartzsite Boulevard and another one at the south frontage road

and Quartzsite Boulevard; 2. a series of four roundabouts through the traffic interchange; 3. a series of roundabouts and signals, a combination of both.

The recommendation was alternative one, conventional type traffic signals, as it would be the best for this project given monetary constraints.

Vice Mayor Jewitt asked if any off ramps are to be widened coming off I – 10. Mr. Patane advised that all the ramps will get some type of widening.

Mr. Patane stated this spot improvement project will help circulation.

Council Member Scott asked Mr. Patane to take the concerns of the Council back with him.

Council Member Scott said she wants to go on record to say she is glad the Town does not have money for the roundabouts

## **2. PRESENTATION – Proposal for Quartzsite Deviated Fixed Route Transit System.**

John Andoh, Transit Director for the Yuma County Intergovernmental Public Transportation Authority, introduced himself and Janet Collier, Quartzsite Transit Coordinator.

He gave a presentation regarding the revamping of the Quartzsite Transit Services to make it more productive. Presently, the Town is operating a general public dial-a-ride service. The proposal is basically to create a bus route that would circulate throughout the Town and would stop at major destination points. The bus would deviate, or flex off, the route to provide service to those who have scheduled in advance or cannot get to the bus stop. The proposal is also to coordinate with other cities' transit systems such as Blythe, Yuma, La Paz County, and Lake Havasu City.

Council Member Scott asked if any provisions were made for those who absolutely do not have the money. Mr. Andoh responded there is nothing proposed at this time. He said he will send a copy of a proposed policy or program that has a poverty line threshold to the Council.

It is the Council's decision as to how much to charge for the various services of the transit system.

The Mayor asked for some provision in the plan for those who do not have enough money to ride.

Shanana Rain GoldenBear commended all the work done for the transit system. She quoted part of the Town Code, Article 20-1, dealing with the Health and Development Board's duties.

Mr. Andoh explained that this is a concept. The next step would be to use the public outreach process to get feedback, as well as the Health and Development Board's participation, then formal adoption by the Town Council.

Jenny Mills asked about fare boxes and acceptable forms of payment. Fare boxes have been supplied to the Town and currently only cash or check is accepted.

Jennifer Jones said she is familiar with the trolley in LHC and thinks it will be a wonderful thing. She said smart phones have applications that can swipe debit cards.

### **CONSENT AGENDA:**

**3. LEDGER OF ACCOUNTS PAID** – Consider approval of check series 36146 – 36214, totaling \$129,893.52.

Vice Mayor Jewitt moved to accept the consent agenda as presented and Council Member Kelley seconded the motion.

Council Member Scott asked to pull Item 6. Vice Mayor Jewitt withdrew his motion and Council Member Kelley withdrew her second.

Vice Mayor Jewitt moved to accept the consent agenda as amended and Council Member Kelley seconded it. The vote was unanimously in favor.

Item #6: Position Description – Consider approval of the description for the position of Quartzsite Town Manager.

Discussion. Council Member Scott stated she has suggestions: Job Summary – the last sentence, she suggests would read: This position serves at the pleasure of the Council and shall establish and maintain effective working relationships with the Town Council. The Town Manager shall be appointed by the Town Council and shall be subject to its discretion and supervision.

Council Member Scott referenced page three regarding the physical requirement of walking. She suggested adding, 'and stand'.

Attorney Schwab said it is probably better not to put that in because of the ADA. A wheelchair bound person could possibly still do the job.

The attorneys will rewrite the Physical Demands heading of the description and bring it back for the Council's review and possible approval.

The Mayor made a motion to direct staff to make the changes as indicated and bring it back for approval and Vice Mayor Jewitt seconded. The vote was unanimously in favor.

4. **MINUTES** – Consider approval of the minutes of the Regular Meeting of September 10, 2013.
5. **ORDINANCE** – Consider approval of an ordinance amending Town Code, Section 2-4-6, by repealing the present Section 2-4-6 and adopting an amended Section 2-4-6, relating to the order of business conducted by the Mayor and Common Council and amending the Council Procedure Policy Manual to conform thereto.
6. **POSITION DESCRIPTION** – Consider approval of a position description for the position of Quartzsite Town Manager.

**ADMINISTRATIVE ITEMS:**

7. **POLICE POLICIES** – Consider approval of updates to the Town's Police Department policies and procedures.

Attorney Ronan presented this first round of revisions to policies that have been in place since the 1990s without any update.

Attorney Ronan stated the attorneys are seeking the Council's approval because it helps set standards for law enforcement. This can affect and mitigate liability for the Town in the long term. It affects officer safety and public safety. She asked for the Council's input and direction going forward and with the policies they are proposing today.

A lengthy discussion took place regarding the use of video cameras and preservation of those video files.

Council Member Scott thinks there should be a revision to the proposed policies and procedures saying that if someone doesn't want to be recorded he or she will have the option of not being on camera.

Vice Mayor Jewitt suggested it would be appropriate to put a clause in the policy so that if someone did say they do not want to be taped, they don't have to be.

Chief Gilbert spoke regarding the camera issues. He displayed the body cameras the Officers are using. He recommends their use and wants to upgrade to newer cameras with newer technology. Currently, the cameras have a three to five second delay. Newer cameras are set up with a 30 second buffering system, allowing pre-event recording.

Chief Gilbert discussed giving the officers some discretion for recording.

Attorney Ronan said going forward and to be in the policy in the future, the Town Clerk will receive all records requests and when necessary, get together with the town attorneys to decide what is public record.

The attorneys explained that the presumption that the cameras are on will stay in the policy with an addition to the exceptions: In the event a citizen requests that they not be recorded, the officer shall take the request into consideration.

Vice Mayor Jewitt moved to approve the policies and procedures presented as amended and Council Member Orgeron seconded the motion. The vote was unanimously in favor.

Meeting adjourned at 10:57 a.m.

Council Member Orgeron moved to go into executive session and Vice Mayor Jewitt seconded with a vote of all ayes.

**8. EXECUTIVE SESSION** - Executive session pursuant to A.R.S. § 38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct its attorneys regarding the Town's position regarding the contract with Police Chief Jeff Gilbert that is the subject of negotiations.

The Mayor called the regular session of the Common Council, Town of Quartzsite, back to order at 11:34 a.m.

Roll Call:

**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott.

**COMMUNICATIONS:**

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

None

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

Council Member Kelley announced a deadline for purchasing Bountiful Baskets and noted any unwanted food may be taken to the Food Bank.

11. Reports from the TOWN MANAGER to the Council.

Town Manager Laura Bruno referenced a memorandum she sent out regarding recommendations related to the Town's eleven boards, committees and commissions. The recommendations are to be considered in an effort to help the committees be more efficient and effective. Ms. Bruno stated that she will try to get this item on the next council meeting agenda for discussion.

**CALL TO THE PUBLIC:**

Shanana Rain GoldenBear commented on the following points: inviting all board members to be part of the discussion when the time comes to discuss the recommendations of change to the boards; the issue regarding cameras on the police; and the Park Permit has been changed without going through the Park Board or the Council.

**ADJOURNMENT:** 11:39 a.m. - Vice Mayor Jewitt moved to adjourn the meeting and Council Member Crooks seconded the motion.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of September 24, 2013, of the Town Council of Quartzsite, Arizona, held on September 24, 2013.

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

DATED this 8<sup>th</sup> day of October, 2013

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Terry Frausto, Town Clerk

On behalf of the Common Council

Approved:

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Ed Foster, Mayor