# MINUTES
## TOWN OF QUARTZSITE
## REGULAR MEETING OF THE COMMON COUNCIL
## TUESDAY, NOVEMBER 26, 2013, 9:00 AM

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

**INVOCATION:** Pastor Bruce said a prayer.

**PLEDGE OF ALLEGIANCE:** Led by Vice Mayor Jewitt.

**ROLL CALL: Roll Call.**
**Present:** Mayor Foster, Vice Mayor Jewitt, Council Member Kelley, Council Member Crooks, Council Member Orgeron, Council Member Scott, Council Member Timberlake.

**ABSENT:** No one

**STAFF PRESENT:** Town Manager, Laura Bruno; Town Attorney, Susan Goodwin; Town Clerk, Tina Abriani

**APPROVAL/AMENDMENT OF AGENDA:** The Mayor stated he would like Item numbers 2-c and 2-d removed from the Consent Agenda.

**Vice Mayor Jewitt moved to approve** the Agenda as presented with the exceptions of Items 2-c and 2-d to be removed for discussion from the Consent Agenda and **Council Member Scott seconded** the motion. The vote was unanimous. **Motion Passed**.

**PRESENTATIONS; PROCLAMATIONS:**

1. **QUARTZSITE TROLLEY – Presentation and discussion on the new Quartzsite Trolley**.

Mrs. Janet Collier, the Quartzsite Transit Coordinator, and Mr. John Andoh of the Yuma County Intergovernmental Public Transit Authority, gave a PowerPoint presentation on the new Quartzsite Trolley.

Information included the service that will be provided, proposed fares, marketing and public relations, proposed cost and program monitoring. The next steps will be to obtain Town Council Approval and print and distribute schedules.

Council Member Scott stated Council action cannot be taken as it is not on the agenda.

Town Manager Bruno stated if there is nothing further from Council, the Trolley Service will begin with ratification at the next Council meeting.

## 2. CONSENT AGENDA:

**Vice Mayor Jewitt moved** to approve the Consent Agenda as presented with the exception of Items 2-c and 2-d. **Council Member Kelley seconded** the motion. The vote was unanimous. **Motion Passed**.

**2-a. LEDGER OF ACCOUNTS PAID – Consider approval of check series 36460 – 36534, totaling $130,799.62.**

**2-b. MINUTES – Consider approval of minutes of the Regular Meeting of November 12, 2013 and the Special Meeting of November 20, 2013.**

**2-c. PURCHASE – Consider approval of purchase of one 2014 Service Truck from Jones Ford at a price below what we would pay under the State Master Contract.**

Town Manager Bruno stated this is funded by HURF fund money.

Emmett Brinkerhoff, Director of Public Works, spoke regarding the unsafe vehicle driven now. A replacement is necessary and will probably last ten years.

**Council Member Crooks moved** to approve the purchase of one service truck from Jones Ford at a price below what we would pay under the State Master Contract and authorize the Town Manager to execute the contract. **Vice Mayor Jewitt seconded** the motion. The vote was unanimous. **Motion Passed**.

**2-d. PURCHASE – Consider approval of a purchase contract with Eforce Software for a law enforcement records management software application system for the police department.**

Vice Mayor Jewitt stated the current system is sixteen years old.

Town Manager Bruno stated funding for this is coming from existing forfeiture funds the Town does have.

Council Member Timberlake asked if other options were looked at in addition to the presented.

Sergeant Frausto spoke regarding his opinion of the software and the fact that several law enforcement agencies use it. He went on to say we are getting a greater than $10,000 break in the software's regular cost.

The Mayor asked about the forfeiture funds and their legal use.

The Town Attorney stated she did not know if these funds could be appropriately used for this purpose. She stated she will find out and that the Council can approve the use of the funds for this contingent upon verification of the Town Attorney's office.

**Vice Mayor Jewitt moved** to approve the purchase of this software with the addendum that before it gets signed we get the legal approval that was mentioned earlier and that the funds are available to use in general law enforcement. **Council Member Timberlake seconded** the motion. The vote was unanimous. **Motion Passed**.

**2-e. PARADE – Consider approval of the parade route for the annual Christmas Electric Light Parade to take place on Saturday, December 7, 2013.**

**ADMINISTRATIVE ITEMS:**

**3. POLICE CHIEF SALARY RANGE – Discuss Police Chief recruitment process and consider approval of a proposed annual salary range for the position of Quartzsite Police Chief.**

Town Manager Laura Bruno stated there is a flyer to be put onto the web nationwide, but she needs to list an estimated salary range. She said the recommendation is an annual salary range of $60,000 - $90,000 with the ability to negotiate a starting salary commensurate with the final candidate's qualifications.

Council Member Scott would like to see a copy of the flyer.

Council Member Timberlake asked when the advertising would begin and Town Manager Bruno stated as soon as she gets the salary range, probably advertising will start next week.

Council Member Scott and Council Member Timberlake want to see the job description before it is publicized.

**Council Member Timberlake** moved to table this until they have the job description. **Council Member Kelley seconded** the motion. The vote was 4 (four) ayes and 3 (three) nays. **Motion Passed**.

**4. AFTER-SCHOOL RECREATION PROGRAM – Discussion and consideration of additional funding to increase the hours of a part-time position for the Town's after-school recreation program.**

Yesenia Jackson, of the Park and Recreation Department, spoke regarding the after-school program and distributed a hand-out for the Council to read.

The Council took a moment to read the document.

Shanana GoldenBear of the Desert Messenger said she would need direction from the Town Manager to advertise for the Town. She asked if volunteers working with children need a background check.

The Town Attorney stated a background check is not a legal requirement but is recommended.

Shanana GoldenBear spoke about Cenpatico funds and the Quartzsite Substance Abuse Prevention Coalition.

Jennifer Jones stated that if she receives something from the Town she will put it in her paper at no charge.

The Mayor suggested that the matter be laid over and brought back in two weeks.

**Council Member Timberlake moved** to direct staff to advertise in the paper for volunteers and donations and bring this back before Council in two weeks. **Council Member Kelley** seconded the motion. The vote was unanimous. **Motion Passed.**

**COMMUNICATIONS:**

**5. Announcements and Reports from the MAYOR on current events.**

No announcements or reports from the Mayor.

**6. Announcements and Reports from the COUNCIL on current events.**

Council Member Kelley asked for help with Christmas for the Food Bank.

**7. Reports from the TOWN MANAGER to the Council.**

No announcements or reports from the Town Manager.

**COMMUNICATIONS FROM CITIZENS:**

Dean Taylor, citizen of Quartzsite and tax-payer, spoke regarding the support of the Quartzsite After-School Recreation Program and the Quartzsite Trolley Service.

Jennifer Jones stated she was disappointed with the agenda. She spoke regarding getting an Interim Chief; who is responsible for the Police Department; the lack of officers during the season; and the Trolley Service.

Shanana Rain GoldenBear welcomed the new Town Clerk. She spoke regarding the expense of the new television screens and the After-School Recreation Program.

Violet Kiss spoke regarding the Community Center usage and fees; citizen involvement in our community and making the Community Center feel more like a Community Center.

**Vice Mayor Jewitt moved** to adjourn and **Council Member Crooks seconded** the motion. The vote was unanimous. **Motion Passed.**

**ADJOURNMENT:** 10:07 AM

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of November 26, 2013, of the Town Council of Quartzsite, Arizona, held on November 26, 2013.

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

DATED this 10th day of December 2013

Tina M. Abriani

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor