

# COUNCIL MEETING AGENDA

**TUESDAY, MARCH 8, 2016**

Members may attend in person or by telephone

Ed Foster, Mayor  
Norm Simpson, Vice Mayor

Carol Kelley  
Loretta Warner  
Hal Davidson

Mark Orgeron  
Gunny St. Germain

**Quartzsite Town Hall  
Council Chambers  
465 North Plymouth Avenue  
Quartzsite, Arizona**

**Regular Meeting  
7:00 p.m.**

### **SPEAKING TO THE COUNCIL**

*If you are interested in speaking to the Council during Public Hearings, Communications from Citizens, or other designated agenda items, you must fill out a speaker card (located on the table inside the front entrance to the Council Chambers) and deliver it to the Town Clerk prior to the convening of the meeting. Each individual will be limited to three (3) minutes for their remarks.*

*All persons attending the Council meeting, whether speaking to the Council or not, are expected to observe the Council Rules, as well as the rules of politeness, propriety, decorum and good conduct. Any person interfering with the meeting in any way, or acting rudely or loudly, will be asked to leave.*

### **CELL PHONES AND RECORDING DEVICES**

*As a courtesy to others please turn off or silence all cell phones or pagers. Reporters or others with recording devices are requested to be staged at the back of the public seating area in order not to interfere with the meeting.*

***Items may be discussed earlier or in a different sequence.  
Headphones are available upon request for the hearing impaired.***

<b>AGENDA ITEM</b>	<b>COUNCIL ACTION</b>
<b>CALL TO ORDER OF REGULAR MEETING</b>	
<b>INVOCATION AND PLEDGE OF ALLEGIANCE</b> <i>The invocation may be offered by a person of any religion, faith, belief or non-belief. Interested persons should contact the Clerk for further information.</i>	
<b>ROLL CALL</b>	
<b>ANNOUNCEMENTS</b>	
<b>CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS</b> - <i>At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. For the official record, individuals must state their name. There is a 3-minute limit for each speaker. The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.</i>	

	<b>PRESENTATIONS; PROCLAMATIONS</b>	
1.	<b>PROCLAMATION</b> – March 2016 is National Nutrition Month.	
2.	<b>PRESENTATION</b> – Eve’s Place Domestic Violence Community Services in conjunction with the Colorado River Regional Crisis Services is a non-profit organization serving the needs of the public in Quartzsite and surrounding areas.	
	<p><b>CONSENT AGENDA</b></p> <p><i>All items listed below are considered consent calendar items and may be approved by a single motion unless removed at the request of Council for further discussion/action. Other items on the agenda may be added to the consent calendar and approved under a single motion.</i></p>	
3.	<b>LEDGER OF ACCOUNTS PAID</b> – Consider approval of check series 39941 – 39951 and 39960 – 39989, totaling \$72,668.35.	Discussion; possible action by MOTION; may be acted upon with single motion.
	<p><b>ADMINISTRATIVE ITEMS</b></p> <p><i>Administrative items are for Council discussion and action. It is at the discretion of the majority of the Council regarding public input requests on any Administrative Item. Persons wishing to speak on an Administrative Item should complete a Request to Speak Form and indicate the Item they wish to address. Council may or may not accept public comment.</i></p>	
4.	<b>MINUTES</b> – Consider approval of the minutes of the Town Council Regular Meeting of February 23, 2016.	Discussion; possible action by MOTION.
5.	<b>PUBLIC ENTITY PARTNERSHIP PROGRAM (P.E.P.P.)</b> – Consider approval for the Town to join the Public Entity Partnership Program - designed by the Arizona Division of Occupational Safety and Health (ADOSH) - to provide a consultation program that assists in maintaining compliance with current standard workplace rules and regulations, in addition to offering free safety training.	Discussion; possible action by MOTION.

6.	<b>EXECUTIVE SESSION</b> An executive session pursuant to A.R.S. § 38-431.03(A)(7) for discussions or consultations with designated representatives of the Town in order to consider its position and instruct its representatives regarding negotiations for the lease of real property located at 465 N. Plymouth Avenue, Quartzsite, AZ, to Colorado River Regional Crisis Services and/or Eve's Place Domestic Violence Community Services.	
	<b>RETURN TO OPEN SESSION</b>	
7.	<b>LEASE OF TOWN FACILITIES</b> – Discussion of possible direction to staff regarding a lease of Town facilities to Colorado River Regional Crisis Services and/or Eve's Place Domestic Violence Community Services.	Discussion; possible action by MOTION.
	<b>COMMUNICATIONS</b>	
8.	Reports from the MAYOR on current events.	
9.	Reports from the COUNCIL on current events.	
10.	Reports from the TOWN MANAGER to the Council.	
	<b>ADJOURN</b>	MOTION to adjourn.

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING THE TOWN CLERK'S OFFICE AT 928-927-4333. REQUESTS SHOULD BE MADE 24 HOURS IN ADVANCE PLEASE, OR AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE ACCOMMODATION.

COUNCIL MAY NOT ACT ON ITEMS NOT ON THE AGENDA

**Certification of Posting**

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Quartzsite Town Hall, 465 N. Plymouth Ave, Quartzsite, AZ, U.S. Post Office, 80 W. Main Street, Quartzsite, AZ and The Senior Center, 40 Moon Mountain Ave, Quartzsite, AZ, on the \_\_\_\_ day of \_\_\_\_\_, 2016, at \_\_\_\_ a.m./p.m. in accordance with the statement filed by the Town of Quartzsite with the Town Clerk, Town of Quartzsite.

By: \_\_\_\_\_, Town Clerk's Office

**TOWN OF QUARTZSITE**

**COMMON COUNCIL  
A PROCLAMATION**

**NATIONAL NUTRITION MONTH  
MARCH 2016**

**WHEREAS**, food is necessary to life, and the type, quality and amount of food consumed by individuals each day is a vital part of overall health and physical fitness; and

**WHEREAS**, the first National Nutrition Week campaign was launched in 1973 with a presidential proclamation, and a massive publicity campaign that included bumper stickers, all featuring the theme, “Invest in Yourself—Buy Nutrition;” and

**WHEREAS**, National Nutrition Month® is a nutrition education and information campaign focusing attention on the importance of making informed food choices and developing sound eating habits and physical activity habits; and

**WHEREAS**, it is important to seek out timely and credible sources to provide scientifically-based food and nutrition information; and

**WHEREAS**, the theme for 2016 is "Savor the Flavor of Eating Right," which encourages everyone to take time to enjoy food traditions and appreciate the pleasures, great flavors and social experiences food can add to our lives; and

**WHEREAS**, YOUR food choices each day affect your health — how you feel today, tomorrow, and in the future; and

**WHEREAS**, how, when, why and where we eat are just as important as what we eat, we all should cultivate a sensible eating pattern that includes foods that are flavorful and nutritious — that is the best way to savor the flavor of eating right!

**NOW, THEREFORE**, we, the Common Council of the Town of Quartzsite, La Paz County, Arizona, take great pleasure in proclaiming **March 2016** as **National Nutrition Month** in the Town of Quartzsite, Arizona, and we urge all citizens to focus attention on making informed food choices for themselves and the ones they care for.

**DATED** this 8<sup>th</sup> day of March 2016.

\_\_\_\_\_  
Ed Foster, Mayor

**ATTEST:**

\_\_\_\_\_  
Tina M. Abriani, Town Clerk

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 8<sup>th</sup> day of March in the year Two Thousand Sixteen; and to which I have caused the Seal of the Town of Quartzsite to be affixed and have made this proclamation public.



## TOWN OF QUARTZSITE

---

### REGULAR COUNCIL MEETING

Tuesday, March 8, 2016

**Agenda Item:** **LEDGER OF ACCOUNTS PAID** – Consider approval of check series 39941-39951 and 39960-39989 totaling \$72,668.35.

**Summary:** The Quartzsite Town Council Procedure Policy states that at least once each month the Council shall review a list of all the bills paid, and may ask for clarification at any time.

The Procedure Policy also states the Council should designate the check numbers being approved.

**Responsible Person:** Skylor Miller, Town Manager

**Attachment:** Ledger of Accounts Paid: check series 39941-39951 and 39960-39989.

**Action Requested:** **Motion to approve the Ledger of Accounts Paid; check series 39941-39951 and 39960-39989.**

**Quartzsite Town Council Meeting of  
MARCH 8, 2016  
Check Register/ Revenue/ Consent Agenda**

**Horizon Community Bank - Begin Check #39941-39951 and 39960-39989.**

**Balances on all cash accounts as of March 4, 2016**

<b>Checking Account</b>	<b>\$</b>	<b>3,859,701.10</b>
<b>LGIP Account</b>	<b>\$</b>	<b>699,654.18</b>
<b>WIFA Debt Reserve Account</b>	<b>\$</b>	<b>79,143.48</b>

<b>Total Expensed Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>134,352.96</b>
<b>Total Payroll for Pay Period Ending 2/27/16</b>	<b>\$</b>	<b>61,684.61</b>
<b>YTD Total Revenue Dollar Amount for Consent Agenda</b>	<b>\$</b>	<b>1,524,272.68</b>
<b>YTD Total Sewer Cap Revenue as of 3/4/16</b>	<b>\$</b>	<b>0</b>
<b>YTD Total Sewer Sales Revenue as of 3/4/16</b>	<b>\$</b>	<b>751,519.63</b>
<b>YTD Total Water Cap Revenue as of 3/4/16</b>	<b>\$</b>	<b>1,200.00</b>
<b>YTD Total Water Sales Revenue as of 3/4/16</b>	<b>\$</b>	<b>771,553.05</b>

## Report Criteria:

Report type: GL detail

Check Number = 39941-39989

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>39941</b>						
02/26/16	39941	Genuine Parts Company	13.78	Wrench 4-wheel Drive - PW	03-220-5025	13.78
02/29/16	39941	Genuine Parts Company	13.78	Wrench 4-wheel Drive - PW	V 03-220-5025	13.78
Total 39941:			.00			
<b>39942</b>						
02/26/16	39942	Janet Collier	36.00	Per Diem: Transit Grant Workshop	01-230-5043	36.00
Total 39942:			36.00			
<b>39943</b>						
02/26/16	39943	Keynan Weltha	36.00	Per Diem: Intoxilyzer 8000 Trng	01-140-5043	36.00
Total 39943:			36.00			
<b>39944</b>						
02/26/16	39944	Mike Lancaster	60.00	Washed & Waxed Vehicle - Police	01-140-5025	60.00
Total 39944:			60.00			
<b>39945</b>						
02/26/16	39945	Principal Financial Group	392.51	Payroll Payables	01-000-2209	392.51
02/26/16	39945	Principal Financial Group	8.21	Employee Life Insur - M&C	01-110-5016	8.21
02/26/16	39945	Principal Financial Group	28.47	Employee Life Insur - Admin	01-130-5016	28.47
02/26/16	39945	Principal Financial Group	112.24	Employee Life Insur - Police	01-140-5016	112.24
02/26/16	39945	Principal Financial Group	35.59	Employee Life Insur - Magistrate	01-150-5016	35.59
02/26/16	39945	Principal Financial Group	13.69	Employee Life Insur - P&Z	01-160-5016	13.69
02/26/16	39945	Principal Financial Group	23.79	Employee Life Insur - Library	01-170-5016	23.79
02/26/16	39945	Principal Financial Group	8.76	Employee Life Insur - Parks	01-180-5016	8.76
02/26/16	39945	Principal Financial Group	10.95	Employee Life Insur - Rec	01-185-5016	10.95
02/26/16	39945	Principal Financial Group	5.48	Employee Life Insur - Cemetery	01-181-5016	5.48
02/26/16	39945	Principal Financial Group	8.21	Employee Life Insur - Transit	01-230-5016	8.21
02/26/16	39945	Principal Financial Group	81.58	Employee Life Insur - PW	03-220-5016	81.58
02/26/16	39945	Principal Financial Group	25.19	Employee Life Insur - WW	15-500-5016	25.19
02/26/16	39945	Principal Financial Group	31.19	Employee Life Insur - Water	16-550-5016	31.19
Total 39945:			785.86			
<b>39946</b>						
02/26/16	39946	Vision Service Plan	399.36	Employee Payroll Deduction	01-000-2209	399.36
Total 39946:			399.36			
<b>39947</b>						
02/26/16	39947	Aetna Life Insurance Comp	3,144.48	Employee Payroll Deduction	01-000-2208	3,144.48
02/26/16	39947	Aetna Life Insurance Comp	265.94	Employee Medical - M&C	01-110-5016	265.94
02/26/16	39947	Aetna Life Insurance Comp	1,090.64	Employee Medical - Admin	01-130-5016	1,090.64
02/26/16	39947	Aetna Life Insurance Comp	5,390.88	Employee Medical - Police	01-140-5016	5,390.88
02/26/16	39947	Aetna Life Insurance Comp	1,019.12	Employee Medical - Magistrate	01-150-5016	1,019.12
02/26/16	39947	Aetna Life Insurance Comp	443.21	Employee Medical - Community Development	01-160-5016	443.21
02/26/16	39947	Aetna Life Insurance Comp	1,040.41	Employee Medical - Library	01-170-5016	1,040.41

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
02/26/16	39947	Aetna Life Insurance Comp	283.86	Employee Medical - Parks	01-180-5016	283.86
02/26/16	39947	Aetna Life Insurance Comp	354.57	Employee Medical - Rec	01-185-5016	354.57
02/26/16	39947	Aetna Life Insurance Comp	3,851.72	Employee Medical - PW	03-220-5016	3,851.72
02/26/16	39947	Aetna Life Insurance Comp	265.93	Employee Medical - Transit	01-230-5016	265.93
02/26/16	39947	Aetna Life Insurance Comp	141.83	Employee Medical - Cemetery	01-181-5016	141.83
02/26/16	39947	Aetna Life Insurance Comp	968.43	Employee Medical - WWTP	15-500-5016	968.43
02/26/16	39947	Aetna Life Insurance Comp	1,417.65	Employee Medical - Water	16-550-5016	1,417.65
Total 39947:			19,678.47			
<b>39948</b>						
02/26/16	39948	American Auto Parts LLC	13.78	Wrench 4-wheel Dr - PW	03-220-5025	13.78
Total 39948:			13.78			
<b>39949</b>						
02/29/16	39949	Genuine Parts Company	706.57	Auto Supplies/Parts - PW	03-220-5025	706.57
02/29/16	39949	Genuine Parts Company	1,495.86	Auto Supplies/Parts - Police	01-140-5025	1,495.86
02/29/16	39949	Genuine Parts Company	36.01	Auto Supplies/Parts - WWTP	15-500-5025	36.01
02/29/16	39949	Genuine Parts Company	36.01	Auto Supplies/Parts - Water	16-550-5025	36.01
02/29/16	39949	Genuine Parts Company	36.01	Auto Supplies/Parts - Admin	01-230-5025	36.01
02/29/16	39949	Genuine Parts Company	35.46	Auto Supplies/Parts - P&Z	01-160-5025	35.46
02/29/16	39949	Genuine Parts Company	104.95	Auto Supplies/Parts - Parks	01-180-5025	104.95
02/29/16	39949	Genuine Parts Company	36.01	Auto Supplies/Parts - Admin	01-130-5025	36.01
Total 39949:			2,486.88			
<b>39950</b>						
02/29/16	39950	Herbs Hardware, Inc.	84.46	Hardware/misc supplies - Admin	01-130-5022	84.46
02/29/16	39950	Herbs Hardware, Inc.	31.52	Hardware/misc supplies - Police	01-140-5022	31.52
02/29/16	39950	Herbs Hardware, Inc.	11.46	Janitorial supplies - Admin	01-130-5034	11.46
02/29/16	39950	Herbs Hardware, Inc.	11.46	Janitorial supplies - Library	01-170-5034	11.46
02/29/16	39950	Herbs Hardware, Inc.	11.47	Janitorial supplies - Court	01-150-5034	11.47
02/29/16	39950	Herbs Hardware, Inc.	74.17	Hardware/misc supplies - Parks	01-180-5022	74.17
02/29/16	39950	Herbs Hardware, Inc.	10.97	Janitorial supplies - WWTP	15-500-5034	10.97
02/29/16	39950	Herbs Hardware, Inc.	10.97	Janitorial supplies - Water	16-550-5034	10.97
02/29/16	39950	Herbs Hardware, Inc.	11.47	Janitorial supplies - PW	01-160-5034	11.47
02/29/16	39950	Herbs Hardware, Inc.	265.14	Hardware/misc supplies - WWTP	15-500-5022	265.14
02/29/16	39950	Herbs Hardware, Inc.	27.71	Hardware/misc supplies - Water	16-550-5022	27.71
Total 39950:			550.80			
<b>39951</b>						
02/29/16	39951	Metlife	547.64	Payroll Payables	01-000-2209	547.64
02/29/16	39951	Metlife	34.12	Dental Premium	01-110-5016	34.12
02/29/16	39951	Metlife	139.98	Dental Premium	01-130-5016	139.98
02/29/16	39951	Metlife	502.42	Dental Premium	01-140-5016	502.42
02/29/16	39951	Metlife	104.21	Dental Premium	01-150-5016	104.21
02/29/16	39951	Metlife	42.05	Dental Premium	01-180-5016	42.05
02/29/16	39951	Metlife	129.46	Dental Premium	01-170-5016	129.46
02/29/16	39951	Metlife	26.91	Dental Premium	01-180-5016	26.91
02/29/16	39951	Metlife	33.64	Dental Premium	01-185-5016	33.64
02/29/16	39951	Metlife	16.82	Dental Premium	01-181-5016	16.82
02/29/16	39951	Metlife	25.23	Dental Premium	01-230-5016	25.23
02/29/16	39951	Metlife	419.58	Dental Premium	03-220-5016	419.58
02/29/16	39951	Metlife	100.94	Dental Premium	15-500-5016	100.94

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
02/29/16	39951	Metlife	149.51	Dental Premium	16-550-5016	149.51
Total 39951:			2,272.51			
<b>39960</b>						
03/03/16	39980	ACC Business	32.10	Phone Service Lines	01-110-5048	32.10
03/03/16	39980	ACC Business	153.89	Phone Service Lines	01-130-5048	153.89
03/03/16	39980	ACC Business	72.73	Phone Service Lines	01-150-5048	72.73
03/03/16	39980	ACC Business	59.21	Phone Service Lines	01-160-5048	59.21
03/03/16	39980	ACC Business	45.78	Phone Service Lines	01-185-5048	45.78
03/03/16	39980	ACC Business	59.21	Phone Service Lines	03-220-5048	59.21
03/03/16	39980	ACC Business	45.73	Phone Service Lines	15-500-5048	45.73
03/03/16	39980	ACC Business	45.73	Phone Service Lines	18-550-5048	45.73
Total 39980:			514.38			
<b>39961</b>						
03/03/16	39961	Altec Industries, Inc.	4,887.26	Boom Truck Repair for Certification	03-220-5040	4,887.26
Total 39961:			4,887.26			
<b>39962</b>						
03/03/16	39962	APS	245.55	Electric Service - Rec	01-185-5048	245.55
03/03/16	39962	APS	276.78	Electric Service - Admin	01-130-5048	276.78
03/03/16	39962	APS	100.63	Electric Service - Library	01-170-5048	100.63
03/03/16	39962	APS	50.31	Electric Service - Court	01-150-5048	50.31
03/03/16	39962	APS	280.35	Electric Service - Parks	01-180-5048	280.35
03/03/16	39962	APS	899.71	Electric Service - PW	03-220-5048	899.71
03/03/16	39962	APS	8,190.91	Electric Service - WWTP	15-500-5048	8,190.91
03/03/16	39962	APS	7,079.31	Electric Service - Water	16-550-5048	7,079.31
03/03/16	39962	APS	820.41	Electric Service - PW	03-220-5049	820.41
Total 39962:			15,743.86			
<b>39963</b>						
03/03/16	39963	Arizona Supreme Court	2,625.00	Semi-Annual Maint: Laser Printer/Scanner/Computer	01-150-5038	2,625.00
Total 39963:			2,625.00			
<b>39964</b>						
03/03/16	39964	Big Market	201.49	2 Batteries for Trash Pumps - WWTP	15-500-5050	201.49
Total 39964:			201.49			
<b>39965</b>						
03/03/16	39965	Biolyncæus	2,138.13	Pro Blotic Scrubber - WWTP	15-500-5050	2,138.13
Total 39965:			2,138.13			
<b>39966</b>						
03/03/16	39966	C & B Lock and Key	259.50	Door Lock Cores/Cylinders - WWTP	15-500-5030	259.50
Total 39966:			259.50			
<b>39967</b>						
03/03/16	39967	Canyon State Oil, a Divisio	114.37	Rotella Oil - Admin	01-130-5024	114.37

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
03/03/16	39967	Canyon State Oil, a Divisio	800.60	Rotella Oil - Police	01-140-5024	800.60
03/03/16	39967	Canyon State Oil, a Divisio	114.37	Rotella Oil - P&Z	01-160-5024	114.37
03/03/16	39967	Canyon State Oil, a Divisio	114.39	Rotella Oil - Parks	01-180-5024	114.39
03/03/16	39967	Canyon State Oil, a Divisio	800.60	Rotella Oil - PW	03-220-5024	800.60
03/03/16	39967	Canyon State Oil, a Divisio	114.37	Rotella Oil - Transit	01-230-5024	114.37
03/03/16	39967	Canyon State Oil, a Divisio	114.37	Rotella Oil -WWW	15-500-5024	114.37
03/03/16	39967	Canyon State Oil, a Divisio	114.37	Rotella Oil -Water	16-550-5024	114.37
Total 39967:			2,287.44			
<b>39968</b>						
03/03/16	39968	Cdw Government, Inc	77.52	Deli Cord and Adapter	01-130-5022	77.52
Total 39968:			77.52			
<b>39969</b>						
03/03/16	39969	Centerline Supply West	395.30	5 Street Signs	03-220-5029	395.30
03/03/18	39969	Centerline Supply West	247.61	Custom Sign - Hi Jolly Monument	03-220-5029	247.61
Total 39969:			642.91			
<b>39970</b>						
03/03/16	39970	Cyle Johnson Electric	585.80	Lift Station motor rewire - WWTP	15-500-5091	585.80
Total 39970:			585.80			
<b>39971</b>						
03/03/16	39971	D And L Auto Parts	223.84	Veh Maint - Supplies/Part - PW	03-220-5025	223.84
03/03/16	39971	D And L Auto Parts	632.93	Veh Maint - Supplies/Part - Parks	01-180-5025	632.93
03/03/16	39971	D And L Auto Parts	10.58	Veh Maint - Supplies/Part - Water	16-550-5025	10.58
03/03/16	39971	D And L Auto Parts	102.50	Veh Maint - Supplies/Part - WWTP	16-550-5025	102.50
Total 39971:			969.85			
<b>39972</b>						
03/03/16	39972	Dennis Hegemen	17.50	Refund Utility Fees - WW	15-500-5053	17.50
03/03/16	39972	Dennis Hegemen	17.50	Refund Utility Fees - Water	16-550-5053	17.50
Total 39972:			35.00			
<b>39973</b>						
03/03/16	39973	Everett's Towing	100.00	Towing Services - Police	01-140-5035	100.00
Total 39973:			100.00			
<b>39974</b>						
03/03/16	39974	GovNet, Inc.	1,800.00	Internet Access -Library	01-170-5048	1,800.00
03/03/16	39974	GovNet, Inc.	300.00	Internet Access - Admin	01-130-5048	300.00
03/03/16	39974	GovNet, Inc.	300.00	Internet Access - Police	01-140-5048	300.00
03/03/16	39974	GovNet, Inc.	300.00	Internet Access - PW	03-220-5048	300.00
03/03/18	39974	GovNet, Inc.	150.00	Internet Access - WWTP	15-500-5048	150.00
03/03/16	39974	GovNet, Inc.	150.00	Internet Access - Water	16-550-5048	150.00
Total 39974:			3,000.00			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
<b>39975</b>						
03/03/16	39975	Ina Delgado Roman	43.75	Interpreter Services - Court	01-150-5035	43.75
Total 39975:			43.75			
<b>39976</b>						
03/03/16	39976	John Andoh	416.66	Transit Assistance - Oct 2015	01-230-5036	416.66
03/03/16	39976	John Andoh	416.66	Transit Assistance - Nov. 2015	01-230-5036	416.66
03/03/16	39976	John Andoh	416.66	Transit Assistance - Dec. 2015	01-230-5036	416.66
03/03/16	39976	John Andoh	416.66	Transit Assistance - Jan. 2016	01-230-5036	416.66
03/03/16	39976	John Andoh	416.66	Transit Assistance - Feb. 2016	01-230-5036	416.66
Total 39976:			2,083.30			
<b>39977</b>						
03/03/16	39977	Kansas State Bank	187.59	Principal Capital Lease	01-130-5058	187.59
03/03/16	39977	Kansas State Bank	36.59	Interest Capital Lease	01-130-5057	36.59
Total 39977:			204.18			
<b>39978</b>						
03/03/16	39978	Kofa Mountain RV Park	414.13	Refund: Utility Bill Overpayment	99-000-1075	414.13
Total 39978:			414.13			
<b>39979</b>						
03/03/16	39979	La Paz Economic Develop	1,000.00	2015-16 Passport Program Contribution	01-110-5044	1,000.00
Total 39979:			1,000.00			
<b>39980</b>						
03/03/16	39980	LHC Printing Plus, Inc.	159.62	Printing 500 Crash Reports - Police	01-140-5033	159.62
Total 39980:			159.62			
<b>39981</b>						
03/03/16	39981	Mccarthy Integrated Syste	1,585.18	Replacing regulator with valve	18-550-5091	1,585.18
Total 39981:			1,585.18			
<b>39982</b>						
03/03/16	39982	National Pen Corporation	384.90	1000 TOQ Logo Pens - Promotion	01-145-5044	384.90
Total 39982:			384.90			
<b>39983</b>						
03/03/16	39983	Open Range Pest Control	25.00	Pest Control - WWTP	15-500-5035	25.00
03/03/16	39983	Open Range Pest Control	37.00	Pest Control - Admin	01-130-5035	37.00
03/03/16	39983	Open Range Pest Control	33.00	Pest Control - PWV	03-220-5035	33.00
03/03/16	39983	Open Range Pest Control	30.00	Pest Control - Police	01-140-5035	30.00
03/03/16	39983	Open Range Pest Control	60.00	Pest Control - Community Center	01-185-5035	60.00
Total 39983:			185.00			
<b>39984</b>						
03/03/16	39984	Sequel Polygraph, LLC	140.00	Pre-Employment Test - Police	01-140-5082	140.00

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
Total 39984:			140.00			
<b>39985</b>						
03/03/16	39985	Sonoran Integrations	125.00	Phone Tech Support - Library	01-170-5035	125.00
Total 39985:			125.00			
<b>39986</b>						
03/03/16	39986	TerraForm Solar XVIII, LLC	1,916.43	Solar Energy Charges - WWTP	15-500-5048	1,916.43
Total 39986:			1,916.43			
<b>39987</b>						
03/03/16	39987	Terry Pearson	100.00	Boot Allowance - T. Pearson	15-500-5019	100.00
Total 39987:			100.00			
<b>39988</b>						
03/03/16	39988	The Pin Center	765.00	Q Logo Lapel Pins	01-110-5044	765.00
03/03/16	39988	The Pin Center	765.00	Q Logo Lapel Pins	01-160-5022	765.00
Total 39988:			1,530.00			
<b>39989</b>						
03/03/16	39989	Yuma Winnelson Co.	299.77	2 Coupling PVC - WWTP	16-550-5091	299.77
03/03/16	39989	Yuma Winnelson Co.	1,956.67	Water Meter and install on Riggles	16-550-5097	1,956.67
03/03/16	39989	Yuma Winnelson Co.	150.52	System Mainenance	16-550-5050	150.52
Total 39989:			2,406.96			
Grand Totals:			72,668.35			

## Report Criteria:

Report type: GL detail

Check, Check Number = 39941-39989

Payroll Check # = 39952-39959



## TOWN OF QUARTZSITE

---

### REGULAR COUNCIL MEETING

Tuesday, March 8, 2016

**Agenda Item:**                **MINUTES** – Consider approval of the minutes of the regular Town Council Meeting of February 23, 2016.

**Summary:**                    The Town Clerk shall keep the minutes of all meetings of the Common Council. Upon approval by the Council, the Clerk shall enter the approved minutes in a book constituting the official record of the Council.

**Responsible Person:**      Tina Abriani, Town Clerk

**Attachment:**                Minutes of the regular Town Council Meeting of February 23, 2016.

**Action Requested:**        **Motion to approve the minutes of the regular Town Council Meeting of February 23, 2016.**

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF THE COMMON COUNCIL**  
**TUESDAY, FEBRUARY 23, 2016, 7:00 PM**

**CALL TO ORDER:** 7:01 p.m.

**INVOCATION:** Prayer led by Pastor Bruce Swart.

**PLEDGE OF ALLEGIANCE:** Pledge led by Mayor Foster.

**ROLL CALL:**

**Present:** Mayor Foster, Vice Mayor Simpson, Council Member Kelley, Council Member Warner, Council Member Davidson, and Council Member St. Germain appeared telephonically.

**Absent:** Council Member Orgeron.

**STAFF PRESENT:** Skylor Miller, Town Manager, and Tina Abriani, Town Clerk

**ANNOUNCEMENTS:**

None

**CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS:**

Marilyn McFate, a resident of Quartzsite, asked the Council to consider using Community Development Block Grant funds to provide assisted living and daycare for the young, the elderly, and possibly those on dialysis. She spoke of the extreme need in the community for these type of facilities.

Monica Timberlake, a resident of Quartzsite, spoke of her concern regarding any decisions that were already made about the use of any Block Grant funds the Town may receive. She said she was glad to hear that the required public hearings, regarding the Block Grant funds, would be held.

Dan Heaton, a resident of Quartzsite, spoke of the Rock Fiesta that would be arriving in Quartzsite and the Town's work toward assuring the residents' safety and enjoyment of life.

Starr BearCat spoke of her concerns regarding the Rock Fiesta. She said the speakers were purported to have 770,000 watts of audio power, which would bounce off Q-Mountain, and the whole Town would be able to enjoy the festival. She asked Council Member Davidson if he was O.K. with that.

Council Member Davidson said it had been explained to him that the speakers would be pointed in a specific direction and that they would do everything they could to minimize it.

Town Manager Miller said they had been told that the sound level would be at approximately 55 decibels at the property lines.

Mayor Foster said professional sound engineers were consulted to the keep sound away from the neighborhood.

Starr said audio energy was powerful and that she hoped everything would go well.

## **PRESENTATIONS:**

### **1. QUARTERLY FINANCIAL REVIEW (FY16 - Q2) – Council Member Warner will give a Quarterly Financial Review presentation.**

Loretta Warner gave a presentation reviewing the 2<sup>nd</sup> Quarter of the Fiscal Year 2016.

She said General Fund revenue generally comes from sales tax. She explained that the goal for the 2nd Quarter was to have revenue and expenses at or about 50% of what was budgeted. Some major points in the presentation were:

- Revenue for the Highway User Revenue Fund, HURF, was higher than expenses so that fund was on target.
- Based on the 2015 year-end audit, the HURF debt was reduced by \$595,000, taking the debt from \$2,600,000 down to \$2,033,000. Projections indicate a further reduction at the end of 2016.
- Wastewater - Revenue was higher than expenses in 2015 and remained so at the end of the 2<sup>nd</sup> Quarter.
- Water – Revenue was significantly higher than expenses, attributable to the raise in water rates having begun to show as positive revenue and the restructure of the work schedules impacting expenses.

Mrs. Warner summarized:

- The 2<sup>nd</sup> Quarter Report showed the Town was on track with the amount of revenue anticipated and below the target of 50% for expenses that were projected.
- Revenue was on target based on the budget.
- Overall expenses were below budget projections.
- HURF debt had been reduced by \$595,000.
- No money had been used from HURF for current expenses, other than for allowable uses.
- The Town was in a stronger financial position at the end of the 2<sup>nd</sup> Quarter of FY 15-16, than it was at the same time in FY 14-15.

- Revenue was sufficient to cover expenses.
- The Town's debt had been reduced.

Town Manager Miller received accolades from the Mayor.

Town Manager Miller said it was a team effort by Council and staff.

The Mayor spoke of possibly losing HURF money to the State of Arizona.

Town Manager Miller said he called the League of Arizona Cities and Towns about that matter. He said that as soon as he received any information back from the League he would report to the Council.

Town Manager Miller noted preliminary shared revenue figures should be out in March.

**CONSENT AGENDA:**

2. **A. LEDGER OF ACCOUNTS PAID – Consider approval of check series 39868 – 39884, 39893 - 39894, and 39904 – 39940 totaling \$70,206.64.**
- B. COURT CLERK – Possible approval to hire a new Magistrate Court Clerk to fill the vacant budgeted position.**

Council Member Warner had questions regarding two checks, check number 39894 and check number 39918. She said they were both made out to GovNet.

Town Manager Miller explained the start-up billing that required two checks to GovNet.

**Vice Mayor Simpson moved approval of check series 39868 – 39884, 39893 - 39894, and 39904 – 39940 totaling \$70,206.64. Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

Town Manager Miller said the employee that filled the Court Clerk position in the Magistrate Court left the Town's employ because she had decided to be a stay at home mom. He said this left a full-time vacancy

Town Manager Miller said the Judge requested that Sherry Miller be hired. He said Ms. Miller was of no relation to himself. He listed the qualifications and experience that made her the outstanding choice.

Mayor Foster asked where Ms. Miller's residence was located, and Town Manager Miller said she lived in Quartzsite.

**Vice Mayor Simpson moved to hire Sherry Miller as Magistrate Court Clerk to fill the vacant budgeted position. Council Member Kelley seconded the motion. The vote was unanimous. Motion Passed.**

### ADMINISTRATIVE ITEMS:

- 3. MINUTES – Consider approval of the minutes of the Town Council Regular Meeting of February 9, 2016.**

Council Member St. Germain moved to approve the Regular Council Meeting of February 9, 2016, and Council Member Warner seconded the motion. The vote was unanimous. **Motion Passed.**

- 4. COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION – Preliminary discussion of the Town's application for a Community Development Block Grant due in March 2016.**

The required Public Participation component of the application process for the Community Development Block Grant was discussed.

Town Manager Miller explained that a letter of intent was due in March.

There was a discussion of the need to expand the sewer infrastructure and the deterioration of the main sewer line's manholes. Town Manager Miller said the manholes were the priority concern.

Council Member Kelley asked how much the grant might be.

Town Manager Miller replied that in previous years, the Town had received \$185,000 and that was what was estimated for 2016.

Town Manager Miller said the manhole project alone is anticipated to be \$191,000.

The Mayor asked for a tour of the manholes and asked if other Council Members wished to take a tour.

Town Manager Miller said he would set up a tour with Emmett Brinkerhoff, Public Works Director, and Oscar Cruz, Assistant Public Works Director.

The Mayor said the community would like to see the grant be used for other projects. He said a legal opinion was necessary regarding a residential center as a government project.

Mayor Foster directed that Town Manager Miller schedule a review of the maintenance infrastructure, gather the data and schedule public hearings.

### COMMUNICATIONS:

- 5. Reports from the MAYOR on current events.**

The Mayor said that in the past few weeks the BLM somewhat went to war with the chipper. He said the Town had been chipping out there behind public works for the last twelve years. He said the BLM recently claimed the Town was trespassing on BLM land.

The Mayor spoke of his lobbying efforts at the State Capitol regarding the Lands Act. He said he and the attorneys had been working on a resolution proposing the Town take administrative control of the BLM land, providing for local control over the BLM's changes.

Mayor Foster talked of the requirement that the BLM perform an economic impact study to determine what economic detriment the changes to the land use might cause the Town.

#### **6. Reports from the COUNCIL on current events.**

Vice Mayor Simpson announced the 6<sup>th</sup> Annual Southwestern Round-up to be held in the Mountain Quail Clubhouse on the upcoming Friday and Saturday from 9:00 a.m. to 3:00 p.m. He said they keep getting bigger and better every year. He said it would be the last one to be held at the Clubhouse, and in the future, it would be held at the Senior Center because it is bigger.

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

Town Manager Miller announced that the Quartzsite Youth Council would be sponsoring a Movie Night in the Park featuring *Minions* on March 5<sup>th</sup>. The movie would start at dusk, approximately 6:30 p.m.

Town Manager Miller next announced the La Paz County Fair would be open March 10<sup>th</sup> – 13<sup>th</sup>. He invited everyone to visit the Fair to support their Town and County.

Town Manager Miller asked that anyone willing to volunteer at the Quartzsite booth at the Fair, call the Town Clerk to make arrangements.

**ADJOURNMENT:** 7:42 p.m.

**Vice Mayor Simpson moved to adjourn, and Council Member Davidson seconded the motion. The vote was unanimous. Motion Passed.**

#### **CERTIFICATION.**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of February 23, 2016, of the Town Council of Quartzsite, Arizona, held on February 23, 2016.

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 March 2016

---

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

\_\_\_\_\_  
Ed Foster, Mayor

DRAFT