

COUNCIL MEETING AGENDA

TUESDAY, NOVEMBER 22, 2016

Members may attend in person or by telephone

Ed Foster, Mayor
Vice Mayor Davidson

Carol Kelley
Loretta Warner
Vacant

Mark Orgeron
Gunny St. Germain

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

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

Members of the Quartzsite Common Council may attend either in person or by telephone conferencing.

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.

EXECUTIVE SESSION

An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.

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.*

	AGENDA ITEM	COUNCIL ACTION
	CALL TO ORDER OF REGULAR MEETING	
	<p style="text-align: center;">INVOCATION AND PLEDGE OF ALLEGIANCE</p> <p style="text-align: center;"><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></p>	
	ROLL CALL	
	<p style="text-align: center;">CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS - <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></p>	
	ANNOUNCEMENTS	

	PRESENTATIONS; PROCLAMATIONS	
1.	PROCLAMATION – American Diabetes Month – November 2016.	
	ADMINISTRATIVE ITEMS <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>	
2.	LEDGER OF ACCOUNTS PAID – Consider approval of check series 40940, 40948, 40959-40962 and 40964-41006 totaling \$121,283.29.	Discussion; possible action by MOTION.
3.	MINUTES – Consider approval of the minutes of the Town Council Regular Meeting of November 8, 2016.	Discussion; possible action by MOTION.
4.	PAVEMENT PRESERVATION CONTRACT – Approval of invoice payment to T & C Seal Coating, Inc. for the slurry seal on Plomosa Road.	Discussion; possible action by MOTION.
5.	CANVASS OF VOTES - Canvass of Votes of the November 8, 2016 General Election and possible adoption of Resolution No. 16-09 Declaring and Adopting the Results of the General Election Held on November 8, 2016.	Discussion; possible action by MOTION.
6.	COUNCIL MEMBER APPRECIATION AWARDS. <ul style="list-style-type: none"> • Mayor Ed Foster • Council Member Mark Orgeron • Council Member Robert ‘Gunny’ St. Germain 	Discussion.
7.	OUT-GOING COUNCIL MEMBER COMMENTS.	Discussion.
8.	SWEARING IN OF NEW COUNCIL MEMBERS.	Discussion.
9.	IN-COMING COUNCIL MEMBER COMMENTS.	Discussion.

10.	TOWN PROSECUTOR REPORT & COUNCIL DISCUSSION.	Discussion.
11.	DIRECTION TO FILL VACANT COUNCIL SEAT – Discussion regarding how the Council would like to proceed with filling the vacant Council Member Seat from Norman Simpson’s resignation in June 2016.	Discussion; possible action by MOTION.
12.	WASTEWATER TREATMENT PLANT OPERATIONS AGREEMENT – Discussion and possible action to approve an operation agreement for the wastewater treatment plant.	Discussion; possible action by MOTION.
13.	FUTURE AGENDA ITEMS – Direction to staff regarding future agenda items.	
	COMMUNICATIONS	
14.	Reports from the MAYOR on current events.	
15.	Reports from the COUNCIL on current events.	
16.	Reports from the TOWN MANAGER to the Council. <ul style="list-style-type: none"> • Scheduling of an Open Meeting Law Training with Council and Boards. • Scheduling of a presentation from League of Arizona Cities and Towns concerning forms of municipal government available in Arizona. • Scheduling of a Focused Future presentation of a Strategic Plan for Community Economic Development by Ken MacFarland of La Paz County Community Resources. 	
	ADJOURN	MOTION to adjourn.

AN OPEN HOUSE
~ for appreciation from the public for the outgoing and incoming Council Members ~
will immediately follow the Town Council Meeting and all Members of the old and
new Council may be present.

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**

PROCLAMATION

AMERICAN DIABETES MONTH

November 2016

WHEREAS, in the United States, nearly 30 million people – including **1 in 9 in Arizona** – have diabetes, a serious disease with potentially life-threatening complications including heart disease, stroke, blindness, kidney disease and amputation; and

WHEREAS, an additional 86 million people in the United States are at risk of developing type 2 diabetes; and

WHEREAS, approximately every 23 seconds, someone in the United States is diagnosed with diabetes; and

WHEREAS, an increase in community awareness is necessary to put a stop to the diabetes epidemic; let it therefore be

RESOLVED that I, the Honorable Ed Foster of the Town of Quartzsite, La Paz County, Arizona, do hereby proclaim **NOVEMBER 2016** to be **AMERICAN DIABETES MONTH** in Quartzsite, Arizona. I encourage all Americans to recognize American Diabetes Month and be part of the American Diabetes Association's movement to confront, fight and, most importantly, change the future of this deadly disease.

Given under my hand in these free United States in the Town of Quartzsite, Arizona, on the 22nd day of November, 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.

Ed Foster, Mayor

ATTEST:

Tina Abriani, Town Clerk



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, November 22, 2016

Agenda Item: **LEDGER OF ACCOUNTS PAID** – Consider approval of check series 40940, 40948, 40959-40962 and 40964-41006 totaling \$121,283.29.

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: Jim Ferguson, Town Manager

Attachment: Ledger of Accounts Paid: check series 40940, 40948, 40959-40962 and 40964-41006 totaling \$121,283.29.

Action Requested: **Motion to approve the Ledger of Accounts Paid; check series 40940, 40948, 40959-40962 and 40964-41006 totaling \$121,283.29.**

**Quartzsite Town Council Meeting of
NOVEMBER 22, 2016
Check Register/ Revenue**

Horizon Community Bank – Including Checks #40940, 40948, 40959-40962 and 40964-41006.

Balances on all cash accounts as of November 4, 2016

Checking Account	\$	4,783,223.24
LGIP Account	\$	702,016.39
WIFA Debt Reserve Account	\$	9,168.39

Total Expensed Dollar Amount for Consent Agenda	\$	187,823.10
Total Payroll for Pay Period Ending 11/5/16	\$	66,539.81
YTD Total Revenue Dollar Amount for Consent Agenda	\$	743,334.47
YTD Total Sewer Cap Revenue as of 11/17/16	\$	1,400.00
YTD Total Sewer Sales Revenue as of 11/17/16	\$	368,984.51
YTD Total Water Cap Revenue as of 11/17/16	\$	750.00
YTD Total Water Sales Revenue as of 11/17/16	\$	372,199.96

Town of Quartzsite

Payroll Earnings, Benefits & Deductions

Pay Period Dates: 10/23/2016 to 11/05/2016

\$ 66,539.81

Employee Deduction

Soc Security	\$	2,647.67
Medicare	\$	943.63
Federal WH	\$	5,208.37
State WH	\$	1,678.02
Retirement	\$	953.23
Retirement Loan	\$	942.99
Police Retirement	\$	2,390.13
Medical	\$	1,521.16
Dental	\$	281.63
Life/VOL Ins	\$	73.31
Vision	\$	180.48
AFLAC	\$	1,558.92
Misc Deductions	\$	835.58
Total:	\$	19,215.12

Payroll Related Checks Series:

40949 - 40951

40952 - 40958

Non-Direct Deposit Employees: 3

Payees Description:

Police Retirement
457 Plan
Profit Sharing Plan
Employee Deduction
Employee Deduction
Employee Deduction
Employee Deduction

Employee Net Pay \$ 47,324.69

Employee Count: 51

Regular Hours:	2807.56
Overtime Hours:	51.50
GOHS Grant OT:	0.00
Total Number of Hours:	<u>2859.06</u>

Payroll Register Detail & Benefits Register Detail on file in Payroll Folder

Report Criteria:

Report type: GL detail

Check.Check Number = 40948-41008

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40948						
11/08/16	40948	Visa	580.10	Inspectors Manuals - Community Development	01-160-5022	580.10
11/08/18	40948	Visa	74.00	B1 Residential Building Inspect Trng	01-160-5043	74.00
11/08/18	40948	Visa	74.00	P1 Residential Plumbing Inspect Trng	01-160-5043	74.00
11/08/18	40948	Visa	33.90	Patriotic Flying Disks	01-185-5044	33.90
11/08/16	40948	Visa	10.57	Stars and Stripes Folding Fans	01-185-5044	10.57
11/08/16	40948	Visa	19.58	USA Flag Fans	01-185-5044	19.58
11/08/16	40948	Visa	25.37	Metallic Patriotic Party Horns	01-185-5044	25.37
11/08/18	40948	Visa	33.99	Patriotic Pom poms	01-185-5044	33.99
11/08/18	40948	Visa	60.37	Laminating Pouches - Police	01-140-5022	60.37
Total 40948:			911.88			
40959						
11/08/16	40959	Visa	1,406.40	Pinmart: 2000 TOQ Lapel Pins - Vendors	01-160-5022	1,406.40
11/08/16	40959	Visa	753.80	Pinmart: 1000 TOQ Lapel Pins - Promotion of Town	01-110-5044	753.80
11/08/16	40959	Visa	111.50	FullSource: 2 Safety jackets - Parks	01-180-5019	111.50
11/08/18	40959	Visa	55.24	FullSource: 1 Safety jacket - WWTP	15-500-5019	55.24
11/08/18	40959	Visa	111.50	FullSource: 2 Safety jackets - Water	18-550-5019	111.50
11/08/18	40959	Visa	111.50	FullSource: 2 Safety jackets - PW	03-220-5019	111.50
11/08/18	40959	Visa	51.13	3 Ear muffs - PW	03-220-5019	51.13
11/08/16	40959	Visa	37.12	3 Hard hats - PW	03-220-5019	37.12
11/08/16	40959	Visa	77.06	Party City: 1000W Machine - Event	01-110-5044	77.06
11/08/16	40959	Visa	22.05	Party City: 1 Gal Fog Juice - Event	01-110-5044	22.05
11/08/18	40959	Visa	94.87	Party City: Fog Machine Kit - Event	01-110-5044	94.87
11/08/16	40959	Visa	41.78	Party City: Creepy Decorating Kit - Event	01-110-5044	41.78
11/08/18	40959	Visa	55.04	Party City: Fog Machine Cover - Event	01-110-5044	55.04
11/08/18	40959	Visa	66.03	Party City: Flash Strobe Light - Event	01-110-5044	66.03
11/08/18	40959	Visa	66.03	Party City: 3 Fog Machine Timers - Event	01-110-5044	66.03
11/08/16	40959	Visa	33.08	Party City: Creepy Dropping Spiders - Event	01-110-5044	33.08
11/08/16	40959	Visa	38.48	Party City: 400W Fog Machine - Event	01-110-5044	38.48
11/08/16	40959	Visa	85.95	Women Within: 4 Work Shirts - PW	03-220-5019	85.95
11/08/18	40959	Visa	44.40	10' x 100' Black Sheeting - Halloween Event	01-110-5044	44.40
11/08/18	40959	Visa	204.45	Oriental Trading: Prizes for Halloween Event	01-145-5044	204.45
11/08/16	40959	Visa	57.95	4 bx silver seals for business licenses	01-160-5022	57.95
11/08/16	40959	Visa	720.00	ICMA Membership per contract - J. Ferguson	01-130-5051	720.00
11/08/16	40959	Visa	10.00	AZ Corp Commission: Annual Report to State	01-130-5051	10.00
11/08/16	40959	Visa	133.38	8 uniform shirts - Transit	01-230-5019	133.38
11/08/16	40959	Visa	4.25	Annual Fee - Admin	01-130-5035	4.25
11/08/16	40959	Visa	4.25	Annual Fee - WW	15-500-5035	4.25
11/08/16	40959	Visa	4.25	Annual Fee - Water	16-550-5035	4.25
11/08/18	40959	Visa	4.00	Annual Fee - PW	03-220-5035	4.00
11/08/18	40959	Visa	4.00	Annual Fee - Parks	01-180-5035	4.00
11/08/16	40959	Visa	4.25	Annual Fee - Police	01-140-5035	4.25
11/08/18	40959	Visa	22.98	Work shirt - T. Hess	03-220-5019	22.98
Total 40959:			4,436.28			
40960						
11/08/16	40960	Visa	240.32	Hotel: Caselle Conf. - R. Bennett	16-550-5043	240.32
11/08/16	40980	Visa	240.32	Hotel: Caselle Conf. - K. Tunnell	01-130-5043	240.32
11/08/18	40980	Visa	240.32	Hotel: Caselle Conf. - M. Hunt	01-130-5043	240.32

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
11/08/16	40960	Visa	199.00	SHRM: Annual SHRM Membership - M. Hunt	01-130-5051	199.00
11/08/16	40960	Visa	159.87	PaperDirect: Red Foil Seals - Vendors	01-160-5022	159.87
11/08/16	40960	Visa	75.49	Pink Ribbon Pins - Police	01-140-5019	75.49
Total 40960:			1,155.32			
40961						
11/08/16	40961	Amazon	59.95	5 pk Dell E525 Toner - Admin	01-130-5043	59.95
11/08/16	40961	Amazon	103.47	Bluetooth Headphones for Council Chamber	01-110-5022	103.47
11/08/16	40961	Amazon	40.79	Printer Toner - Admin	01-130-5022	40.79
11/08/16	40961	Amazon	16.99	Power Cord for Dell Laptop - HURF	03-220-5060	16.99
11/08/16	40961	Amazon	80.54	3 ink printer cartridges - Water	16-550-5022	80.54
11/08/16	40961	Amazon	115.49	Halloween Supplies - Police	01-140-5022	115.49
11/08/16	40961	Amazon	40.00	2017 Color Coded Labels - Court	01-150-5022	40.00
Total 40961:			457.23			
40962						
11/08/16	40962	Quill Corporation	82.09	Office Supplies - Admin	01-130-5022	82.09
11/08/16	40962	Quill Corporation	48.46	Office Supplies - Police	01-140-5022	48.46
11/08/16	40962	Quill Corporation	51.10	Janitorial Supplies - WWTP	15-500-5034	51.10
11/08/16	40962	Quill Corporation	51.10	Janitorial Supplies - Water	16-550-5034	51.10
11/08/16	40962	Quill Corporation	51.10	Janitorial Supplies - Court	01-150-5034	51.10
11/08/16	40962	Quill Corporation	51.10	Janitorial Supplies - Library	01-170-5034	51.10
11/08/16	40962	Quill Corporation	51.10	Janitorial Supplies - Admin	01-130-5034	51.10
11/08/16	40962	Quill Corporation	18.68	Office Supplies - WWTP	15-500-5022	18.68
11/08/16	40962	Quill Corporation	18.68	Office Supplies - Water	16-550-5022	18.68
11/08/16	40962	Quill Corporation	18.71	Office Supplies - P&Z	01-160-5022	18.71
Total 40962:			442.12			
40964						
11/16/16	40964	ABM	50.00	Consultation (Code Enforcement)	01-160-5032	50.00
11/16/16	40964	ABM	300.82	Review Permit #8097	01-160-5032	300.82
Total 40964:			350.82			
40965						
11/16/16	40965	Auto Glass Boss	75.00	Chip Repairs (3) - Police	01-140-5025	75.00
11/16/16	40965	Auto Glass Boss	50.00	Chip Repairs (2) - PW	03-220-5025	50.00
11/16/16	40965	Auto Glass Boss	25.00	Chip Repair - Parks	01-180-5025	25.00
11/16/16	40965	Auto Glass Boss	25.00	Chip Repair - WWTP	15-500-5025	25.00
11/16/16	40965	Auto Glass Boss	25.00	Chip Repair - Water	16-550-5025	25.00
Total 40965:			200.00			
40966						
11/16/16	40966	Career Styles Etc.	148.12	Duty Pants and Shirt - W. Ponce	01-140-5019	148.12
Total 40966:			148.12			
40967						
11/16/16	40967	Cintas Loc #D35	134.89	Fire Alarm Repair and Testing - Admin	01-130-5035	134.89
11/16/16	40967	Cintas Loc #D35	134.89	Fire Alarm Repair and Testing - Magistrate	01-150-5035	134.89
11/16/16	40967	Cintas Loc #D35	134.89	Fire Alarm Repair and Testing - Library	01-170-5035	134.89
11/16/16	40967	Cintas Loc #D35	134.89	Fire Alarm Repair and Testing - WWTP	15-500-5035	134.89

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
11/16/16	40967	Cintas Loc #D35	134.89	Fire Alarm Repair and Testing - Water	16-550-5035	134.89
Total 40967:			674.45			
40968						
11/16/16	40968	Cyle Johnson Electric	899.41	Kofa well lights	16-550-5050	899.41
11/16/16	40968	Cyle Johnson Electric	227.36	8 Security Lights - Baseball Field	01-180-5086	227.36
Total 40968:			1,126.77			
40969						
11/16/16	40969	D And L Auto Parts	658.57	Veh Maint - Supplies/Part - PW	03-220-5025	658.57
11/16/16	40969	D And L Auto Parts	403.89	Veh Maint - Supplies/Part - Police	01-140-5025	403.89
Total 40969:			1,062.46			
40970						
11/16/16	40970	Everett's Towing	100.00	Towing Impound Car	01-140-5035	100.00
Total 40970:			100.00			
40971						
11/16/16	40971	Faith, Ledyard & Faith, PL	300.98	Special Legal Svcs - Oct 2016	01-120-5072	300.98
Total 40971:			300.98			
40972						
11/16/16	40972	Genuine Parts Company	640.11	Vehicle Maintenance - PW	03-220-5025	640.11
11/16/16	40972	Genuine Parts Company	175.96	Traffic Control - PW	03-220-5028	175.96
11/16/16	40972	Genuine Parts Company	3,026.56	Vehicle Maintenance - Police	01-140-5025	3,026.56
11/16/16	40972	Genuine Parts Company	22.50	Vehicle Maintenance - WWTP	15-500-5025	22.50
11/16/16	40972	Genuine Parts Company	22.50	Vehicle Maintenance - Water	16-550-5025	22.50
11/16/16	40972	Genuine Parts Company	22.51	Vehicle Maintenance - Transit	01-230-5025	22.51
11/16/16	40972	Genuine Parts Company	22.50	Vehicle Maintenance - Admin	01-130-5025	22.50
11/16/16	40972	Genuine Parts Company	22.51	Vehicle Maintenance - P&Z	01-160-5025	22.51
11/16/16	40972	Genuine Parts Company	138.38	Vehicle Maintenance - Parks	01-180-5025	138.38
Total 40972:			3,816.77			
40973						
11/16/16	40973	Growers Oil Company	101.14	Vehicle MAintenance - WWTP	15-500-5050	101.14
11/16/16	40973	Growers Oil Company	1,193.13	Oil Drum Equipment - PW	03-220-5060	1,193.13
11/16/16	40973	Growers Oil Company	42.51	Tandem fenders for trailer - PW	03-220-5040	42.51
Total 40973:			1,336.78			
40974						
11/16/16	40974	Hach Company	244.42	Chlorine Monitor Annual Calibration	15-500-5035	244.42
Total 40974:			244.42			
40975						
11/16/16	40975	Hill Brothers Chemical Co.	496.85	Sulfur Dioxide - Wastewater	15-500-5050	496.85
Total 40975:			496.85			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40976						
11/16/16	40976	Home Depot Credit Service	396.00	4 Winter Tree Assorted	01-180-5086	396.00
11/16/16	40978	Home Depot Credit Service	42.04	Steer Manure	01-180-5086	42.04
Total 40976:			<u>438.04</u>			
40977						
11/16/16	40977	Jack Pots Portables, Inc.	190.53	Porta Potties for Parks Dept	01-180-5035	190.53
Total 40977:			<u>190.53</u>			
40978						
11/16/16	40978	Jerimiah Cameron	115.00	Per Diem for ADEQ Training - J. Cameron	15-500-5043	115.00
Total 40978:			<u>115.00</u>			
40979						
11/16/16	40979	Jim Ferguson	157.73	Reimburse Hotel: AZ Flood Plain Mgmt	01-130-5043	157.73
Total 40979:			<u>157.73</u>			
40980						
11/16/16	40980	Law Offices of William P.	405.00	Special Council Svcs Re: CAGR D Aug - Sept	01-120-5072	405.00
Total 40980:			<u>405.00</u>			
40981						
11/18/18	40981	Legend Technical Services	30.00	Laboratory Services - Sewer	15-500-5039	30.00
11/16/18	40981	Legend Technical Services	348.90	Laboratory Services - Sewer	15-500-5039	348.90
11/16/16	40981	Legend Technical Services	87.00	Laboratory Services - Sewer	15-500-5039	87.00
Total 40981:			<u>465.90</u>			
40982						
11/16/16	40982	Lusk Plumbing	78.52	Repaired Urinal - Admin	01-130-5035	78.52
11/16/18	40982	Lusk Plumbing	78.52	Repaired Urinal - Court	01-150-5035	78.52
11/16/16	40982	Lusk Plumbing	78.52	Repaired Urinal - Library	01-170-5035	78.52
11/16/16	40982	Lusk Plumbing	78.52	Repaired Urinal - WWTP	15-500-5035	78.52
11/16/16	40982	Lusk Plumbing	78.52	Repaired Urinal - Water	16-550-5035	78.52
Total 40982:			<u>392.60</u>			
40983						
11/16/16	40983	Open Range Pest Control	25.00	Pest Control - WWTP	15-500-5035	25.00
11/16/16	40983	Open Range Pest Control	37.00	Pest Control - Admin	01-130-5035	37.00
11/18/16	40983	Open Range Pest Control	33.00	Pest Control - HURF	03-220-5035	33.00
11/18/16	40983	Open Range Pest Control	30.00	Pest Control - Police	01-140-5035	30.00
11/16/16	40983	Open Range Pest Control	60.00	Pest Control - Community Center	01-185-5035	60.00
Total 40983:			<u>185.00</u>			
40984						
11/16/18	40984	Palo Verde - QTZ Times	544.30	Publish Request Bid for Crosswalks	03-220-5033	544.30
Total 40984:			<u>544.30</u>			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40985						
11/16/16	40985	Pam Shirley	68.00	Per Diem: DUI Training	01-150-5043	68.00
Total 40985:			68.00			
40986						
11/16/16	40986	Purchase Power	55.05	Postage Refill - Admin	01-130-5042	55.05
11/16/16	40986	Purchase Power	80.28	Postage Refill - P&Z	01-160-5042	80.28
11/16/16	40986	Purchase Power	7.26	Postage Refill - Police	01-140-5042	7.26
11/16/16	40986	Purchase Power	1.91	Postage Refill - Library	01-170-5042	1.91
11/16/16	40986	Purchase Power	16.44	Postage Refill - Court	01-150-5042	16.44
11/16/16	40986	Purchase Power	189.03	Postage Refill - WWTP	15-500-5042	189.03
11/16/16	40986	Purchase Power	189.03	Postage Refill - Water	16-550-5042	189.03
Total 40986:			539.00			
40987						
11/16/16	40987	Road Runner Sanitary Sup	26.05	Janitorial Supplies - PW	03-220-5022	26.05
11/16/16	40987	Road Runner Sanitary Sup	24.81	Janitorial Supplies - Admin	01-130-5034	24.81
11/16/16	40987	Road Runner Sanitary Sup	26.73	Janitorial Supplies - Police	01-140-5034	26.73
11/16/16	40987	Road Runner Sanitary Sup	24.81	Janitorial Supplies - Magistrate	01-150-5034	24.81
11/16/16	40987	Road Runner Sanitary Sup	24.81	Janitorial Supplies - Library	01-170-5034	24.81
11/16/16	40987	Road Runner Sanitary Sup	24.81	Janitorial Supplies - WWTP	15-500-5034	24.81
11/16/16	40987	Road Runner Sanitary Sup	24.81	Janitorial Supplies - Water	16-550-5034	24.81
11/16/16	40987	Road Runner Sanitary Sup	26.73	Janitorial Supplies - Rec	01-185-5034	26.73
Total 40987:			203.56			
40988						
11/16/16	40988	Rush Signs	82.00	Replacement Town Hall Sign	01-130-5030	82.00
11/16/16	40988	Rush Signs	82.00	Replacement Town Hall Sign	01-170-5030	82.00
11/16/16	40988	Rush Signs	82.00	Replacement Town Hall Sign	01-150-5030	82.00
11/16/16	40988	Rush Signs	82.00	Replacement Town Hall Sign	15-500-5030	82.00
11/16/16	40988	Rush Signs	82.00	Replacement Town Hall Sign	16-550-5030	82.00
11/16/16	40988	Rush Signs	300.00	Bullding Sign - PD	01-140-5069	300.00
11/16/16	40988	Rush Signs	40.00	Vehicle Lettering - PD	01-140-5035	40.00
Total 40988:			750.00			
40989						
11/16/16	40989	TerraForm Solar XVIII, LLC	1,190.24	Solar Energy Charges - Admin	01-130-5048	1,190.24
11/16/16	40989	TerraForm Solar XVIII, LLC	432.82	Solar Energy Charges - Library	01-170-5048	432.82
11/16/16	40989	TerraForm Solar XVIII, LLC	216.41	Solar Energy Charges - Magistrate	01-150-5048	216.41
11/16/16	40989	TerraForm Solar XVIII, LLC	324.61	Solar Energy Charges - Rec	01-185-5048	324.61
Total 40989:			2,164.08			
40990						
11/16/16	40990	Ward Law Offices, PLLC	3,200.00	Prosecutorial Services - Oct 2016	01-150-5073	3,200.00
Total 40990:			3,200.00			
40991						
11/16/16	40991	Yuma Winnelson Co.	25.37	Water Meter Gaskets - Water	16-550-5091	25.37
11/16/16	40991	Yuma Winnelson Co.	320.84	Fill Hose for Vac - WW	15-500-5040	320.84
11/16/16	40991	Yuma Winnelson Co.	237.15	Water Meter at Arroyos - to be reimbursed	16-550-5097	237.15

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
11/18/16	40991	Yuma Winnelson Co.	237.15	Water Meter - Customer will reimburse	16-550-5097	237.15
11/16/16	40991	Yuma Winnelson Co.	484.81	Valve Tool for water hydrant - Water	16-550-5040	484.81
Total 40991:			1,305.32			
40992						
11/17/16	40992	Aetna Life Insurance Comp	2,912.92	Employee Payroll Deduction	01-000-2208	2,912.92
11/17/16	40992	Aetna Life Insurance Comp	265.94	Employee Medical - M & C	01-110-5016	265.94
11/17/16	40992	Aetna Life Insurance Comp	669.04	Employee Medical - Admin	01-130-5016	669.04
11/17/16	40992	Aetna Life Insurance Comp	6,838.37	Employee Medical - Police	01-140-5018	6,838.37
11/17/16	40992	Aetna Life Insurance Comp	1,271.78	Employee Medical - Magistrate	01-150-5016	1,271.78
11/17/16	40992	Aetna Life Insurance Comp	285.93	Employee Medical - P&Z	01-180-5016	285.93
11/17/16	40992	Aetna Life Insurance Comp	208.08	Employee Medical - Library	01-170-5016	208.08
11/17/16	40992	Aetna Life Insurance Comp	283.66	Employee Medical - Parks	01-180-5016	283.66
11/17/16	40992	Aetna Life Insurance Comp	832.33	Employee Medical - Recreation	01-185-5016	832.33
11/17/16	40992	Aetna Life Insurance Comp	3,096.39	Employee Medical - PW	03-220-5016	3,096.39
11/17/16	40992	Aetna Life Insurance Comp	354.57	Employee Medical - Transit Van	01-230-5016	354.57
11/17/16	40992	Aetna Life Insurance Comp	141.83	Employee Medical - Cemetery	01-181-5016	141.83
11/17/16	40992	Aetna Life Insurance Comp	414.31	Employee Medical - WWTP	15-500-5016	414.31
11/17/16	40992	Aetna Life Insurance Comp	882.34	Employee Medical - Water	16-550-5016	882.34
Total 40992:			17,905.63			
40993						
11/17/16	40993	Employers Direct Health	7.14	Aggregate Employer Insurance	01-110-5016	7.14
11/17/16	40993	Employers Direct Health	14.71	Aggregate Employer Insurance	01-130-5016	14.71
11/17/16	40993	Employers Direct Health	126.01	Aggregate Employer Insurance	01-140-5016	126.01
11/17/16	40993	Employers Direct Health	21.40	Aggregate Employer Insurance	01-150-5016	21.40
11/17/16	40993	Employers Direct Health	7.13	Aggregate Employer Insurance	01-160-5016	7.13
11/17/16	40993	Employers Direct Health	2.38	Aggregate Employer Insurance	01-170-5016	2.38
11/17/16	40993	Employers Direct Health	7.61	Aggregate Employer Insurance	01-180-5016	7.61
11/17/16	40993	Employers Direct Health	9.51	Aggregate Employer Insurance	01-185-5016	9.51
11/17/16	40993	Employers Direct Health	59.44	Aggregate Employer Insurance	03-220-5016	59.44
11/17/16	40993	Employers Direct Health	9.51	Aggregate Employer Insurance	01-230-5016	9.51
11/17/16	40993	Employers Direct Health	3.80	Aggregate Employer Insurance	01-181-5016	3.80
11/17/16	40993	Employers Direct Health	11.90	Aggregate Employer Insurance	15-500-5016	11.90
11/17/16	40993	Employers Direct Health	19.02	Aggregate Employer Insurance	16-550-5016	19.02
Total 40993:			285.30			
40994						
11/17/16	40994	Mettlife	2,139.40	Employee Dental - Payroll Payables	01-000-2209	2,139.40
Total 40994:			2,139.40			
40995						
11/17/16	40995	T & C Seal Coating, Inc.	53,081.60	Slurry Seal - Plamosa Rd Preservation	03-220-5029	53,081.60
Total 40995:			53,081.60			
40996						
11/17/16	40996	APS	1,619.05	Electric Service	03-220-5049	1,619.05
Total 40996:			1,619.05			

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
40997						
11/17/16	40997	C&D Disposal	107.02	4Yd Commercial Bin Fee - Parks	01-180-5035	107.02
11/17/16	40997	C&D Disposal	53.51	4Yd Commercial Bin Fee - Admin	01-130-5035	53.51
11/17/16	40997	C&D Disposal	107.02	4Yd Commercial Bin Fee - WWTP	15-500-5035	107.02
Total 40997:			<u>267.55</u>			
40998						
11/17/16	40998	TDS Telecom	413.46	Telephone Service - Admin	01-130-5048	413.46
11/17/16	40998	TDS Telecom	524.89	Telephone Service - Police	01-140-5048	524.89
11/17/16	40998	TDS Telecom	397.48	Telephone Service - Magistrate	01-150-5048	397.48
11/17/16	40998	TDS Telecom	156.84	Telephone Service - Library	01-170-5048	156.84
11/17/16	40998	TDS Telecom	73.02	Telephone Service - PW	03-220-5048	73.02
11/17/16	40998	TDS Telecom	199.81	Telephone Service - WWTP	15-500-5048	199.81
11/17/16	40998	TDS Telecom	184.50	Telephone Service - Water	16-550-5048	184.50
Total 40998:			<u>1,949.80</u>			
40999						
11/17/16	40999	Verizon Wireless	81.10	Cell Phone Services - Transit	01-230-5048	81.10
11/17/16	40999	Verizon Wireless	120.73	Cell Phone Services - Admin	01-130-5048	120.73
11/17/16	40999	Verizon Wireless	91.65	Cell Phone Services - Park	01-180-5048	91.65
11/17/16	40999	Verizon Wireless	35.93	Cell Phone Services - Police	01-140-5048	35.93
11/17/16	40999	Verizon Wireless	75.23	Cell Phone Services - HURF	03-220-5048	75.23
11/17/16	40999	Verizon Wireless	34.40	Cell Phone Services - WWTP	15-500-5048	34.40
11/17/16	40999	Verizon Wireless	159.36	Cell Phone Services - Water	16-550-5048	159.36
Total 40999:			<u>578.40</u>			
41000						
11/17/16	41000	AlSCO - Steiner Corp	73.70	Mat Cleaning Services - Admin	01-130-5035	73.70
11/17/16	41000	AlSCO - Steiner Corp	288.72	Mat Cleaning Services - PW	03-220-5035	288.72
11/17/16	41000	AlSCO - Steiner Corp	91.60	Mat Cleaning Services - Com Ctr	01-185-5035	91.60
11/17/16	41000	AlSCO - Steiner Corp	92.10	Mat Cleaning Services - WWTP	15-500-5035	92.10
Total 41000:			<u>546.12</u>			
41001						
11/17/16	41001	Chevron Usa	615.97	Fuel - Police	01-140-5024	615.97
11/17/16	41001	Chevron Usa	248.09	Fuel - Transit	01-230-5024	248.09
11/17/16	41001	Chevron Usa	155.42	Fuel - Administration	01-130-5024	155.42
11/17/16	41001	Chevron Usa	34.75	Fuel - WWTP	15-500-5024	34.75
11/17/16	41001	Chevron Usa	102.23	Fuel - Parks	01-180-5024	102.23
Total 41001:			<u>1,156.46</u>			
41002						
11/17/16	41002	Crexendo, Inc.	16.46	Phone Service - Transit	01-230-5048	16.46
11/17/16	41002	Crexendo, Inc.	164.62	Phone Service - Admin	01-130-5048	164.62
11/17/16	41002	Crexendo, Inc.	181.07	Phone Service - Police	01-140-5048	181.07
11/17/16	41002	Crexendo, Inc.	68.85	Phone Service - Magistrate	01-150-5048	68.85
11/17/16	41002	Crexendo, Inc.	49.39	Phone Service - Com Dev	01-160-5048	49.39
11/17/16	41002	Crexendo, Inc.	32.92	Phone Service - Rec	01-185-5048	32.92
11/17/16	41002	Crexendo, Inc.	49.39	Phone Service - HURF	03-220-5048	49.39
11/17/16	41002	Crexendo, Inc.	16.46	Phone Service - WWTP	15-500-5048	16.46
11/17/16	41002	Crexendo, Inc.	49.39	Phone Service - Water	16-550-5048	49.39

Check Issue Date	Check Number	Payee	Invoice Amount	Description	Invoice GL Account	Amount
11/17/16	41002	Crexendo, Inc.	83.55	Phones - Library	01-170-5048	83.55
Total 41002:			712.10			
41003						
11/17/16	41003	Gust Rosenfeld PLC	3,696.00	General Council Svcs Oct 2016	01-120-5071	3,696.00
Total 41003:			3,696.00			
41004						
11/17/16	41004	Kansas State Bank	182.85	Principal Capital Lease	01-130-5058	182.85
11/17/16	41004	Kansas State Bank	21.33	Interest Capital Lease	01-130-5057	21.33
Total 41004:			204.18			
41005						
11/17/16	41005	Konica Minolta Business S	331.88	BizHub C654 Printer/Copier 8/01/15-07/31/16 - Admin	01-130-5051	331.88
11/17/16	41005	Konica Minolta Business S	331.88	BizHub C654 Printer/Copier 8/01/15-07/31/16 - P&Z	01-160-5051	331.88
11/17/16	41005	Konica Minolta Business S	331.88	BizHub C654 Printer/Copier 8/01/15-07/31/16 - WWTP	15-500-5051	331.88
11/17/16	41005	Konica Minolta Business S	331.88	BizHub C654 Printer/Copier 8/01/15-07/31/16 - Water	16-550-5051	331.88
Total 41005:			1,327.44			
41006						
11/17/16	41006	Parker Oil Products	27.47	Unleaded Gasoline - Admin	01-130-5024	27.47
11/17/16	41006	Parker Oil Products	1,828.59	Unleaded Gasoline - Police	01-140-5024	1,828.59
11/17/16	41006	Parker Oil Products	369.98	Unleaded Gasoline - Parks	01-180-5024	369.98
11/17/16	41006	Parker Oil Products	609.88	Unleaded Gasoline - PW	03-220-5024	609.88
11/17/16	41006	Parker Oil Products	842.49	Unleaded Gasoline - Transit	01-230-5024	842.49
11/17/16	41006	Parker Oil Products	304.24	Unleaded Gasoline - WWTP	15-500-5024	304.24
11/17/16	41006	Parker Oil Products	346.32	Unleaded Gasoline - Water	16-550-5024	346.32
Total 41006:			4,328.95			
Grand Totals:			118,183.29			

Payroll Checks # 40949 - 40958, 40963

Report Criteria:

Report type: GL detail

Check.Check Number = 40948-41006

40940

TOWN OF QUARTZSITE
P.O. BOX 2612 (028) 927-4333
QUARTZSITE, AZ 85346

HORIZON COMMUNITY BANK
P.O. BOX 4880
QUARTZSITE, AZ 85356
(28) 927-7360
(7) 559-1221

11/01/2016

Three Thousand One Hundred and 00/100 Dollars

\$ 3,100.00

TOWN OF QUARTZSITE
10/11/2016

Virginia M. Robinson
Sharon D. Turner
AUTHORIZED SIGNATURE

PAY TO THE ORDER OF RIVER SEPTIC LLC
PO BOX 611
PARKER AZ 85344

⑆0109160⑆ ⑆122105935⑆ ⑆0361001305⑆

THIS DOCUMENT MUST HAVE A COLORED BACKGROUND, ULTRAVIOLET FIBERS AND AN ARTIFICIAL WATERMARK ON THE BACK. VERIFY FOR AUTHENTICITY.

40940

VENDOR: 1225 RIVER SEPTIC LLC

11/01/2016

Check No: 40940

INVOICE #	INV DATE	DESCRIPTION	INV AMOUNT
9492	9/28/2016	WWTP Consulting Svcs - Sept 2016	3,100.00

TOTAL AMOUNT 3,100.00

40940

VENDOR: 1225 RIVER SEPTIC LLC

11/01/2016

Check No: 40940

INVOICE #	INV DATE	DESCRIPTION	INV AMOUNT	GI Number
9492	9/28/2016	WWTP Consulting Svcs - Sept 2016	3,100.00	15-506-0392

TOTAL AMOUNT 3,100.00

Town of Quartzsite
Purchase Requisition Supplement

Vendor: River Septic LLC Req. Number: 21607
 Contact: _____ Department: WWTP
 Address: _____ Request Date: 10.14.16

 Phone _____ Requested By: Oscar

Are there enough funds in this account
for this purchase?

NOTES

		Must Enter Fund before submitting for purchase.	
	<u>WWTP Consulting Svcs Sept 2016</u>	<u>3100</u>	<u>15-500-5032</u>

DO NOT ORDER UNTIL PURCHASE REQUEST HAS BEEN APPROVED BY DEPARTMENT HEAD AND SUBMITTED TO FINANCE

Purchase Approved by:

If purchase is for a vehicle, write the vehicle number

Department Head

Date

NOTES

Finance (L:)Accounts Payable/Purchase Request Form_Signature

River Septic LLC

PO BOX 641
 Parker, AZ 85344
 (928) 667-0021

Invoice

DATE	INVOICE #
9/28/2016	9492

BILL TO
Town of Quartzsite P.O. Box 2812 Quartzsite, AZ 85346

JOB LOCATION
Waste Water Treatment Plant

RECEIVED

OCT 11 2016

TOWN OF QUARTZSITE

R.O. NO.	TERMS	PROJECT
	Due on receipt	

QUANTITY	DESCRIPTION	RATE	AMOUNT
6	9/6/16 Worked on letter to DHS. Went over plant influents pumps, cycling every 5 seconds. 2 valves broke on skimmer, inoperable. No dechloranate. Checked DO's. Did process on plant.	100.00	600.00
5	9/15/16 Met with Oscar to go over results from monitoring. Well failed twice. Total chloroform also failed BFF Fecal twice. Replaced tubing on CL2 machine. Blanked it out at a 2. Set sulfur from 20 to 80 pounds. Took a sample of CL2 pH. Called limit torque on actuators. Bleached pump for MW1.	100.00	500.00
4	9/22/16 Worked on decanter with Oscar. Hughy took sample and processed CL2 pH DO. Attempted to find where solids are coming from, suggested decanter was out of adjustment.	100.00	400.00
3	9/23/16 Discussed with Hughy about valves and decanter. Talk to Oscar about Rotometer and decanter. Organized monthly labs in folders. Decanter is bad, need to adjust.	100.00	300.00
3.5	9/27/16 Met with Oscar. Adjusted CL2. Move q2 scale meter. Did weekly testing. Made sure CL2 order was placed. Talked to Emmett and Oscar about reporting.	100.00	350.00
4	9/27/16 Monthly DMR reporting.	100.00	400.00
	9/28/16		

Total

Payments/Credits

Balance Due

River Septic LLC

PO BOX 641
 Parker, AZ 85344
 (928) 667-0021

Invoice

DATE	INVOICE #
9/28/2016	9492

BILL TO
Town of Quartzsite P.O. Box 2812 Quartzsite, AZ 85346

JOB LOCATION
Waste Water Treatment Plant

P.O. NO.	TERMS	PROJECT
	Due on receipt	

QUANTITY	DESCRIPTION	RATE	AMOUNT
5.5	Adjust decanter. Received O ₂ and sulfur. Troubleshoot wastewg valve. Cleared mixer in EQ. Looked at liftstation.	100.00	550.00
	Sales Tax	8.10%	0.00

Total		\$3,100.00
Payments/Credits		\$0.00
Balance Due		\$3,100.00



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, November 22, 2016

Agenda Item: **MINUTES** – Consider approval of the minutes of the Town Council Regular Meeting of November 8, 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 Town Council Regular Meeting of November 8, 2016.

Action Requested: Motion to approve the Minutes of the Town Council Regular Meeting of November 8, 2016.

MINUTES
TOWN OF QUARTZSITE
REGULAR MEETING OF THE COMMON COUNCIL
TUESDAY, NOVEMBER 8, 2016, 7:00 PM

CALL TO ORDER: 7:00 p.m.

The Mayor called the meeting to order at 7:00 p.m.

INVOCATION: Pastor Bruce Swart gave a prayer.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance led by Mayor Foster.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Davidson, Council Member Warner, Council Member Orgeron, Council Member St. Germain.

Absent: Council Member Kelley.

STAFF PRESENT: Jim Ferguson, Town Manager; Trish Stuhan, Town Attorney; Tina Abriani, Town Clerk; Rondus Bennett, Utilities Account Manager; and Oscar Cruz, Assistant Public Works Director

ANNOUNCEMENTS: None.

CALL TO THE PUBLIC AND COMMUNICATIONS FROM CITIZENS:

Kay Mooring explained how to clean a cactus.

Pam Caskey, resident of Quartzsite and helper at the Food Bank, announced that the Soup and Chowder Festival would be held at the Q.I.A. on December 10, 2016 from 12:00 p.m. to 4:00 p.m. Ms. Caskey said there would also be the Operation Hero Comfort Silent Auction. She said there would be a raffle for the Food Bank in the main dining hall and entertainment on the stage. Ms. Caskey said anyone could donate a dessert, a soup or a chowder, or just go to enjoy himself or herself. She said the cost is \$5.00 per person to get in and all the funds collected go to the Food Bank.

Shanana Rain BearCat, of the Quartzsite Area Chamber of Commerce and Tourism, announced that the next evening, November 9, 2016, at 6:00 p.m. at the Desert Gardens Clubhouse, the monthly mixer would be held. She said it would cost \$10.00 per person and there would be raffles and door prizes. Rain welcomed everyone to attend.

Verla Fish announced that Friday, November 11, 2016, is Veterans Day. She said there would be a ceremony at the planes at 11:00 a.m. She asked that everyone attend, if possible. She also spoke about Wreaths Across America Day. Ms. Fish explained the story behind the important event. She said on December 17, 2016, at 9:00 a.m. there

would be a ceremony at the Hi Jolly Cemetery to place seven ceremonial wreaths which will signify all the branches of the military, plus the POW/MIAs. She said in addition, 120 live wreaths would be placed on every veteran's grave at the Hi Jolly Cemetery. This year the Hi Jolly Cemetery has been named as a participating cemetery for this program. Ms. Fish said there would be a Parade of Wreaths from the VFW to the Cemetery. The procession was scheduled to leave at 8:40 a.m. She invited everyone in Town to join the parade in their cars or motorcycles. She said this is a community project sponsored by the VFW.

Monica Timberlake, community member, reminded everyone that there are free GED preparation classes at the Quartzsite Elementary School on Monday evenings. She said Council Member Orgeron has been leading the charge on the program with tutoring. She said if anyone would like to help tutor it would be appreciated, and if anyone wished to attend a class, he or she would be most welcomed. Ms. Timberlake said Council Member Wamer was going to teach a class.

Michael Roth, Quartzsite resident, said he had about 12 pallets of porcelain molds that he wanted to give away to the community. He said he would like them to go to a good cause instead of taking them to the dump.

PRESENTATIONS; PROCLAMATIONS:

- 1. PRESENTATION – Thank you presentation to Dave Anderson of MyLaPaz.org.**

The Mayor read aloud for all to hear, a thank you letter from the Council addressed to Dave Anderson. The Mayor presented Mr. Anderson with an Outstanding Community Service Achievement Award for his dedication to providing the youth and families of the Town of Quartzsite and all of La Paz County educational and networking opportunities.

- 2. PRESENTATION – Report on the Water Department and on Water Department relationships with Q-Mountain and Rainbow Acres.**

Rondus Bennett, Utilities Accounts Manager, provided an overview of the Town's water meters and meter readings, along with some facts about water leaks.

Council Member Orgeron asked how a property could have a bill for usage when the person has not been to Quartzsite in four years. He said the meter is off, the water is off and the meter is locked.

Oscar Cruz, Assistant Public Works Director, explained the process of elimination used to solve the problem. He explained that if the meter is turning the water is not off. He said the problem could be the curb stop.

Council Member St. Germain asked how a customer could be billed if the water was shut off and padlocked. He asked if there were no leaks where the water went.

Council Member St. Germain asked if the same meters the Town is using are being used in Buckeye and Parker because they are having similar troubles.

Ms. Bennett said she looked Buckeye's meter situation and learned that they use four companies and one was Badger. The Town uses Badger.

There was a discussion of the age of the Town's meters, the effective life of a meter and faults with meters and electronic reading devices.

There was a discussion about how to read the Town's meters.

Ms. Bennett explained that when there is a problem with someone's meter read or there appears to be an unexplained water loss, she sends utility technicians to check it out. There was a discussion of getting to the heart of the issues by profiling the meter.

There was more discussion regarding water loss issues.

The Mayor suggested that the Council Members write their specific issues in a letter to the water department so that they could be investigated.

Ms. Bennett said Rainbow Acres is a water company regulated by the Arizona Corporation Commission. She said the Town does not supply water to them because they have their own wells.

Ms. Bennett said Q-Mountain is a water company that re-sells water to their customers. She said the Town supplies water to them through the big meter and Q-Mountain, in turn bills its customers. She said the Town bills Q-Mountain for the water they use and for the meter. She said they do not get charged water tax.

Ms. Bennett said anyone is welcome to visit her in her office to talk more on the subject.

Town Manager Ferguson said he would sit down and take a look specifically at the issue of the meters themselves and the readers to find out if there is any way to do some inspection on them to check to see if that is part of the problem. He said he would also look at the process and procedures in place to ensure that the Town is taking the concerns seriously and addressing them in a proper way.

3. PROCLAMATION – Proclaiming December 17, 2016 as Wreaths Across America Day honoring the Veterans at Christmastime.

The Mayor read the proclamation marking December 17, 2016 as Wreaths Across America Day honoring the Veterans at Christmastime.

ADMINISTRATIVE ITEMS:

4. LEDGER OF ACCOUNTS PAID – Consider approval of check series 40907 - 40911 and 40913 - 40947, totaling \$206,488.50.

Council Member St. Germain asked to have check number 40940, made out to River Septic for wastewater treatment consulting services for \$3,100, pulled from the check series for further explanation.

Oscar Cruz said River Septic is the company doing the reporting on the wastewater treatment plant to ADEQ once a month.

Mr. Ferguson explained that the Town had an employee that did the reporting but he is no longer with the Town.

Council Member St. Germain asked if the Town would be paying River Septic \$3,100 every month.

Town Manager Ferguson said he would find out the frequency of the billing from River Septic for that service.

The Mayor directed staff to hold check number 40940.

Council Member Orgeron moved to approve check series 40907 - 40911 and 40913 - 40947 less check number 40940. Vice Mayor Davidson seconded the motion. The vote was unanimous. Motion Passed.

5. MINUTES – Consider approval of the minutes of the Town Council Regular Meeting of October 25, 2016.

Council member Orgeron moved to approve check series 40907 - 40911 and 40913 - 40947, less check number 40940, and Council Member Warner seconded the motion. The vote was unanimous. Motion Passed.

6. EXECUTIVE SESSION - Executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion and consultation with the Town Attorney for legal advice regarding the Town's Allocation of Colorado River Water Rights and the Town's options regarding same.

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

ADJOURN TO EXECUTIVE SESSION: 7:45 p.m.

RETURN TO OPEN SESSION: 8:10 p.m.

ROLL CALL:

Present: Mayor Foster, Vice Mayor Davidson, Council Member Warner, Council Member Orgeron, Council Member St. Germain.

Absent: Council Member Kelley.

7. COLORADO RIVER WATER ALLOCATION - Discussion and possible action on disposition of Town's Colorado River Water Allocation and direction to staff to obtain an offer from the Central Arizona Groundwater Replenishment District.

Council Member Warner spoke of the reason for the agenda item. She explained the Town is asking Bill Sullivan, the Town's water attorney, to begin negotiations with Central Arizona Groundwater Replenishment District. She noted that if something comes up and the new Council decides that they do not want to proceed with it, they could stop it if they should decide to do that.

The Mayor said the Town has an offer, which Mr. Sullivan reviewed and provided guidance about to the Council. The Mayor said the Council is now asking Mr. Sullivan to open a formal negotiation with Central Arizona Groundwater Replenishment District to transfer the water rights to them.

Michael Roth asked if the agenda item was open to public discussion.

Council Member Orgeron moved to open the agenda item to public discussion, and **Council Member St. Germain** seconded the motion. The vote was unanimous. **Motion Passed.**

Michael Roth asked how much the offer is and who Mr. Sullivan is.

The Mayor answered that Mr. Sullivan is an attorney from the Curtis, Sullivan, Udall & Schwab, PLC law firm. The Mayor explained that Mr. Sullivan is an expert in water and has done this before and comes recommended by the Town Attorney. The Mayor said the offer that was received was \$3,800 per acre-foot or \$4.1 million for the water rights.

The Mayor explained that for the last six years the Town has spent \$40,000 or \$60,000 in engineering fees and legal fees to maintain the water rights, which has shown no benefit to Quartzsite. He said there was no economically feasible way to get to the water of which the Town has a right. The Mayor said the expense of bringing the water to Quartzsite would be prohibitive and the only place to get to it is a quarter of a mile downstream from the waste treatment discharge.

Dan Heaton asked if the Council was giving Mr. Sullivan final negotiation power.

Council Member Orgeron explained that Mr. Sullivan would negotiate but the final decision rests with the Council.

The Mayor explained Mr. Sullivan could suggest provisions of a contract and the Council would discuss it in Executive Session and provide further direction to Mr. Sullivan. The negotiation would go back and forth until there is a final disposition and the Council would meet in an open session for final approval.

Dan Heaton said the Town could lease the water allocation.

The Mayor said Central Arizona Groundwater Replenishment District changed their offer from that of a lease arrangement to that of a sale.

Michael Roth said the City of Blythe would not exist if they did one hundred years ago what the Town of Quartzsite is considering doing today.

The Mayor explained the Town needs another well on Kofa so the operation could be back and forth between two wells because the Town needs a back-up system.

Michael Roth said the Council needs to look at every one of the checks before approving them. He said there is probably a good percentage of waste, fraud and abuse that could be taken care of.

Vice Mayor Davidson explained that if the sale of the Colorado River Water Allocation went through, the money would go into a restricted fund for water resources.

Council Member Orgeron moved to direct staff to authorize Mr. Sullivan to enter into negotiations with Central Arizona Groundwater Replenishment District, and **Vice Mayor Davidson seconded** the motion. The vote was unanimous. **Motion Passed.**

8. HOLIDAY TIME OFF – Consideration and possible approval for an additional day of Holiday Leave for employees between December 23rd and January 2nd based upon coverage.

Council Member Orgeron moved to approve an additional day of holiday leave for the employees between December 23rd and January 2nd based around coverage. **Vice Mayor Davidson seconded** the motion. The vote was unanimous. **Motion Passed.**

9. BID AWARD - Review and possible action to award the bid for the sale of the property located at 566 Coyote Street, Quartzsite, Arizona.

Council Member Orgeron recused himself and left the dais.

Mr. Ferguson said the bidding process followed the process prescribed by state law. He said the property is the land that Ed Options is located on with an additional thirty-seven feet added on in the back.

Mr. Ferguson said the bid opening took place on Monday, November 7, 2016 and only one bid was received. That bid was received from Educational Options Foundation and the offer for the property was for \$100,000.

Vice Mayor Davidson asked if the payment would be a lump sum.

Mr. Ferguson said it could be \$100,000 up front.

Vice Mayor Davidson moved to award the bid to Ed Options, and **Council Member St. Germain seconded** the motion.

Council Warner moved to open the item to public discussion, and **Council Member St. Germain seconded** the motion.

The Mayor announced the agenda item was open for public discussion.

Rain said she had done some research and could not find when the Council put the piece of property up for sale via a vote.

Town Manager Ferguson explained that the current meeting is the public meeting at which the Council voted to sell the property.

Rain expressed her concern that the Council did not open the matter of the sale of the property for public input before it was decided to put the property up for sale.

Town Attorney Stuhan explained that the Council met the legal requirements in the process of selling the property.

Rain said the public would have liked to have known that the property was to be put up for sale.

The Mayor closed the public discussion of the matter.

The Mayor called for a vote on the motion made by Vice Mayor Davidson to award the bid to Ed Options, which Council Member St. Germain seconded. The vote was unanimous. Motion Passed. (**Vice Mayor Davidson moved** to award the bid to Ed Options, and **Council Member St. Germain seconded** the motion.)

Council Member Orgeron returned to the meeting.

10. LA PAZ COUNTY IGA - Consider approval of an Intergovernmental Agreement (IGA) between La Paz County and the Town of Quartzsite for on-call building inspections and plan review services.

The Mayor said this is necessitated by Tonya's departure from the Town just the previous week. She was the Town's Building Inspector and Code Enforcement Officer.

Mr. Ferguson explained that the agreement is a pay per service arrangement on an as needed basis.

The Mayor asked if County personnel were willing to perform the on-call services, and Town Manager Ferguson said they were. Town Manager Ferguson said that if the Council approves the agreement, it would next go to the County Board of Supervisors for their possible approval.

Council Member Orgeron moved to approve an IGA between La Paz County and the Town of Quartzsite for an on-call building inspections and plan review service and **Vice Mayor Davidson seconded** the motion. The vote was unanimous. **Motion Passed.**

11. ECONOMIC DEVELOPMENT POLICY – Discussion and possible action to adopt an Economic Development Policy.

The Mayor explained the Economic Development Policy is just a policy that authorizes the Town Manager to enter into certain negotiations with representatives of new development projects.

Town Manager Ferguson said if new businesses come in and start asking for incentives he would respond there are not any incentives because the Council has not authorized any incentives. He said the policy only authorizes the Town Manager to talk to any representatives of new projects with established parameters. Town Manager Ferguson said the Town Council would make the final decision.

The Mayor provided an example of when the policy would be needed. He said the truck stop project belonging to TA was being held up by ADOT. He said TA wants to build a traffic circle over by Exit 17 by Love's and the TA property.

The Mayor said everyone in Town agrees there should be no traffic circle, but TA is being forced to pay for one. The Mayor said TA proposed that the Town refund them their sales tax for three years which is about a quarter of a million dollars a year, so that they could afford to pay for the traffic circle.

Mr. Ferguson said the Town's attorneys have reviewed the Economic Development Policy very carefully.

Mr. Ferguson said before some of the incentives that are possible under Arizona Statute are used, a study must be done.

Council Member Orgeron moved to adopt an Economic Development Policy and **Council Member Warner seconded** the motion. The vote was unanimous. **Motion Passed.**

12. COMMUNITY OUTREACH FUNDING APPLICATIONS Review, consideration and possible action to approve applications for Community Outreach Funding as forwarded by the Health and Development Services Board for award of the 2017 Town Promotional Funds. Upon Council's decision, accountability contracts will be prepared for the selected organizations, in the amounts set by Council. The five applicants:

- Quartzsite Area Chamber of Commerce and Tourism
- Quartzsite Business Chamber
- Quartzsite Historical Society
- Quartzsite Senior Center
- The Salvation Army

The Mayor said \$8,500 was budgeted for the year for this purpose.

The Council had a list of what each Council Member requested for the use of the Town Funds.

The Mayor said he had chosen three of the organizations to receive \$2,000 each.

Council Member St. Germain said he divided the total amongst all of them. He said he didn't think one should get more than another.

The Mayor said he had reasons why he dropped two. He explained this was the Salvation Army's first year.

Council Member Orgeron said when The Salvation Army receives money it goes back to Phoenix.

There was a discussion of how The Salvation Army's allocation could be used.

Council Member Orgeron said he wrote down his justification. He explained that he thought the funds should go to the promotion of Quartzsite.

Council Member Orgeron said the Quartzsite Area Chamber of Commerce and Tourism is looking to target the money for the promotion of Quartzsite.

Council Member Orgeron moved to have Town staff adjust the dollar amounts on the Quartzsite Business Chamber, Quartzsite Historical Society and the Quartzsite Senior Center by using a dollar figure of \$2,500 instead of \$2,833 for each one of those averaging them out, and pay them out accordingly. (The other two organizations do not need to be adjusted.) **Vice Mayor Davidson seconded the motion.** The vote was unanimous. **Motion Passed.**

- 13. HEALTH & DEVELOPMENT SERVICES BOARD VACANCY - Consider the appointment of James 'Bubba' White to the Health and Development Services Board to replace the vacancy created by Elmer London's resignation. The position's term will expire November 2019.**

Council Member Orgeron moved to nominate and approve 'Bubba' White and appoint him to the Health and Development Services Board, and **Vice Mayor Davidson seconded the motion.** The vote was unanimous. **Motion Passed.**

- 14. MUNICIPAL UTILITY ADMINISTRATIVE COMMITTEE VACANCY - Consider the appointment of Dan Heaton to the Municipal Utility Administrative Committee to replace the vacancy created by Dennis Dole's resignation. The position's term will expire January 2019.**

Council Member St. Germain moved to accept Dan Heaton to the Municipal Utility Administrative Committee vacancy, and **Vice Mayor Davidson seconded** the motion. The vote was unanimous. **Motion Passed.**

The Mayor asked Dan Heaton if he wished to address the Council as a new member of the Municipal Utility Administrative Committee.

Dan Heaton said he would like to share a little bit about himself. He spoke of his past and present. He said he owns property in Quartzsite, which is now his home Town. He said he wants to be involved in Quartzsite's success and be part of the reason that Quartzsite will continue to become a Town of which we will be proud.

The Mayor told Mr. Heaton good luck, congratulations and welcome aboard.

15. FUTURE AGENDA ITEMS – Direction to staff regarding future agenda items.

The Mayor said the next meeting is proposed to be a canvass of the vote, a recess, an opportunity for the parting Council Members to thank the community, a formal swearing in of the new Council Members and then the new Council would take over.

COMMUNICATIONS:

16. Reports from the MAYOR on current events.

The Mayor said he received a letter from the American Diabetes Association asking for a proclamation. The Mayor directed that the proclamation be added to the agenda for the next meeting.

17. Reports from the COUNCIL on current events.

Council Member Warner spoke about the IRS scam. She said the newspaper had an article stating Interpol got involved and over fifty people were arrested. She said that scam has been significantly reduced if not eliminated. She said there is now a scam involving APS.

18. Reports from the TOWN MANAGER to the Council.

Town Manager Ferguson said he had received notification from the Ten West Project that they are proceeding with their plan with a changed alignment that does not go straight through Town. He said he is trying to meet with the project's representatives.

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

ADJOURNMENT: 9:01 p.m.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of November 8, 2016, of the Town Council of Quartzsite, Arizona, held on November 8, 2016.

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

DATED this 22nd day of November 2016

Tina M. Abriani, Town Clerk

On behalf of the Common Council

Approved:

Ed Foster, Mayor

DRAFT



TOWN OF QUARTZSITE

REGULAR COUNCIL MEETING

Tuesday, November 22, 2016

Agenda Item: PAVEMENT PRESERVATION CONTRACT – Approval of invoice payment to T & C Seal Coating, Inc. for the slurry seal on Plomosa Road.

Summary: Annually the Town has a slurry seal put on different roads. This year's schedule is to seal Plomosa Road.

In fiscal year 2014-2015, only one bid came in response to the Town's Invitation for Bid for that year's slurry seal schedule. That bid was from T & C Seal Coating, Inc.

This year the bid from the County came from T & C Seal Coating at a lower cost than that of FY 2014-2015. As allowed by state statute, the Town has tied into the County's bid.

Responsible Person: Emmett Brinkerhoff, Public Works Director

Attachment:

- T & C Seal Coating, Inc. Invoice
- La Paz County Board of Supervisors Agenda Item Review packet

Action Requested: Motion to authorize payment of the \$53,081.60 invoice from T & C Seal Coating, inc.

T & C Seal Coating, Inc.
P O Box 1067
Avondale, AZ 85323
623-932-3303

INVOICE

BILL TO: Town of Quartzsite
Quartzsite AZ

SHIP TO: Same

Salesperson:

Date of Order: 10-1-16

Invoice Number: 10501

Date of Invoice: 11-15-16

JOB DESCRIPTION

Slurry Seal Plomasa Road
3 Miles Completed

$45,760 \text{ sy} @ \$1.16 \text{ per sy} = \$53,081.60$

PLEASE PAY THIS AMOUNT: $\$53,081.60$

THANK YOU FOR YOUR BUSINESS

RECEIVED

AUG - 1 2016

LA PAZ COUNTY BOARD OF SUPERVISORS
1108 JOSHUA AVENUE
PARKER, ARIZONA 85344
520 669-6115

AGENDA ITEM REVIEW FORM

LA PAZ COUNTY PUBLIC WORKS

ITEM: Award bid for "Type 3 Slurry Seal and Open Grade Slurry Seal"
FY 2016-2017

SUBMITTED BY:
Thomas R. Simmons

ACTION REQUESTED:
Approval

DEPARTMENT:
Public Works

SUMMARY: VSS International, Inc. of Chandler, AZ and T & C Seal Coating, Inc. of Avondale, AZ presented their bids for "Type 3 Slurry Seal and Open Grade Slurry Seal" Two bids were received. Please see pricing on the bid opening sheet. This a budgeted item.

RECOMMENDATION:

Approval to award the bid for "Type 3 Slurry Seal and Open Grade Slurry Seal" to low bidder T & C Seal Coating, Inc. of Avondale, AZ as presented, a budgeted item.

SIGNATURE:



TITLE:

Interim Director

DATE:

July 7, 2016

FOR THE BOARD OF SUPERVISORS USE:

Approved Denied Continued Other

CHAIRMAN IRWIN MOVED to award the FY 2016/2017 "Type 3 Slurry Seal and Open Grade Slurry Seal" bid to low-bidder T & C Seal Coating, Inc., of Avondale, Arizona, as presented, a budgeted item. Motion seconded by Supervisor Clapperton, passed unanimously.

c: Public Works
Finance

SIGNATURE:



TITLE:

Clerk of the Board

DATE:

07-18-16

**INVITATION FOR BIDS
LA PAZ COUNTY PUBLIC WORKS**

ISSUE DATE: JUNE 6, 2016	INVITATION FOR BIDS NUMBER: 1 (One)
FOR: Type 3 Slurry Seal & Open Gratic Slurry Seal	DATE/TIME OF OPENING: TUESDAY, JUNE 28, 2016 @ 2:00 p.m.

Bids – In accordance with the following and in compliance with all terms and conditions, unless otherwise noted, the undersigned offers and agrees, if the bids are accepted, to furnish items or services for which prices are quoted, at the price set opposite each item, delivered or furnished to designated points within the time specified. It is understood and agreed that with respect to all terms and conditions accepted by **La Paz County** the items or services offered and accompanying attachments shall constitute a Contract.

NOTE: **La Paz County** does not discriminate against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by Federal or state law relating to discrimination in employment in the performance of its procurement activity.

NAME AND ADDRESS OF FIRM: T & C Seal Coating Inc.	Telephone/Fax No.: 623-932 3303
Box 1067	E-Mail Address: tjordan75@aol.com
Avondale AZ 85323	Federal Employer Identification No. or Federal Social Security No. (Sole Proprietor) 86-0688569
	Prompt Payment Discount: 1 % for payment within 7 days/net days

By signing this bid, Bidder certifies, acknowledges, understands, and agrees to be bound by the conditions set forth in the Invitation for Bid.

Check One: Individual Partnership Corporation

State in which Incorporated: AZ

Cathy Jordan
Vendor Legally Authorized Signature

6-24-2016
Date

ATTEST: (If a Corporation)

Cathy Jordan President
Print Name and Title

Terry Jordan
Secretary

Scaled bids in duplicate, subject to terms and conditions of this invitation will be received by the **La Paz County Board of Supervisors, Attn. Dan Field, County Administrator/Clerk of the Board, 1108 S. Joshua Ave., Parker, AZ 85344** on opening date and time specified, and then publicly opened and read, for furnishing items specified therein to specified destinations within the time specified or stipulated by the Bidder.

LA PAZ COUNTY
APPENDIX B
PRICING SCHEDULE

ITEM NO.		EST. QTY.	UNIT PRICE	EXTENSION
	Type 3 Slurry Seal		\$1.16	per sy
	Open Grade Slurry		\$1.50	per sy
	Combined Price		\$2.66	per sy

Cathy Jordan
Vendor Legally Authorized Signature

6-24-2016
Date

Cathy Jordan President
Print Name and Title

LA PAZ COUNTY

CERTIFICATE REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' Responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR
CERTIFICATION

1. The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

T+C Seal Coating Inc.
Organization

Cathy Jordan President
Name and Title of Authorized Representative

Cathy Jordan
Signature

6-24-2016
Date