

**MINUTES
OF THE
LA PAZ COUNTY BOARD OF SUPERVISORS
Monday, April 2, 2018, 10:00 a.m.
Regular Meeting**

Chairman Wilson called the April 2, 2018, regular meeting of the La Paz County Board of Supervisors to order at 10:00 a.m. Elected Officials and Department Heads present were: Chairman Wilson, Supervisor Minor, Supervisor Irwin, County Administrator Drake, Health Director Shontz, County Attorney Rogers, Parks Director Prefling, Sheriff Risen, Finance Director Krukemyer, Human Resource Director Frantz, Assessor Camacho, School Superintendent Price, Greens Superintendent Palma, Superior Court Clerk Spielman, Shop Director Braska, Deputy Clerk of the Board Green.

Chairman Wilson led the Pledge of Allegiance followed by the Invocation given by Pastor Glenn Swarthout of the First Baptist Church.

Presentation: Coalition of Homeless in La Paz County by Michael Gregory

Michael Gregory, Chairman of the La Paz County Homeless Coalition, gave a presentation on the number of agencies that were working together to provide for the homeless in La Paz County.

He stated that the Arizona Department of Housing receives funding for the homeless and the local area is now able to receive that funding, having established there is a need in La Paz County.

He asked that the Board attend their bimonthly meetings, stating that he looked forward to working with the County.

Presentation: Health Insurance Benefits Package for 2018/2019 presented by Erin Collins Associates

Erin Collins, of Erin Collins Associates, explained the increase in costs for health insurance benefits over the past few years and their attempts at keeping those costs down for La Paz County; however, the costs continue to rise and they were unable to continue to absorb them.

He stated there would be no benefits cut with the cost increase, and he was leaving it up to the County how they were going to address the cost increase for employees. He added that, if the County wanted to shop for price, he encouraged it; he felt that the County would find that the rates fell in line with the trends.

County Administrator and/or County Supervisor's Current Event Summary: The County Administrator or Board Member may present a brief summary of current events summarizing recent occurrences without any discussion or feedback from the remainder of the board. The Board will not propose, discuss, deliberate or take legal action on any matter mentioned in the summary unless the specific matter is already properly noticed for legal action, and then only at such time as that matter comes before the board itself pursuant to its meeting agenda. A.R.S. § 38-431.02(K)

County Administrator Drake stated that the sale of Ted's Truck Stop had finalized, and the funds from the sale had been received in the amount of \$460,000, which the different taxing districts would share, with the County receiving the larger share.

Supervisor Irwin stated that she managed to obtain an extra meeting from the Bureau of Land Management (BLM) on the Travel Management Plan in the lower river, regarding the off-road trails that BLM manages. She added the meeting will be held at the Ehrenberg Elementary School gym, on April 12, from 3:30 p.m. – 5:30 p.m.

The following items listed under the CONSENT AGENDA will be considered as a group and acted on by one motion with no separate discussion of said items, unless a Board Member so requests. In that event, the item will be removed from the CONSENT AGENDA for separate discussion and action.

CONSENT AGENDA (*Discussion and possible action on the following items*):

County Administrator Drake presented for approval Consent Agenda Items #6(a) through #6(f).

6(a) Approval of Minutes

Approve the minutes of the Monday, March 19, 2018, 10:00 a.m. regular meeting.

6(b) Approval of Payroll

Approve March 4, 2018, through March 17, 2018, gross payroll, as presented, in the amount of \$382,276.46, plus employer benefit contributions of \$86,695.79, for a total of \$468,972.25, including handwritten warrants.

6(c) Approval of Demands

Approve the demands already remitted as presented, for FY2017/2018, in the amount of \$310,315.30, including handwritten warrants; and approve in advance to pay the demands, as presented, for FY2017/2018, in the amount of \$228,645.48, including handwritten warrants; for a total of \$538,960.78 in expenditures.

6(d) Approve to appoint the position of Ranger I, a vacant budgeted position – Parks (Replacement)

Approve to appoint Jon Henderson to the position of Ranger I, effective Monday, April 2, 2018, at an annual salary of \$24,080.16 (NE053, Step 1), a vacant budgeted position.

6(e) Approve extension of the Off-track Parimutuel Wagering license for Blue Bar II, located at 3365 Highway 95, in Parker, through May 31, 2021 – Board of Supervisors

Approve extension of the Off-track Parimutuel Wagering license for Blue Bar II, located at 3365 Highway 95, in Parker, through May 31, 2021.

6(f) Approve to accept bids for tax dedeed property parcels #304-78-025 and 304-78-454 – Board of Supervisors

Approve to accept bids from Hillsboro Inlet, LLC, for tax dedeed property parcel #304-78-025, in the amount of \$565.00 plus \$15.00 recording fee; and parcel #304-78-454, in the amount of \$565.00 plus a \$15.00 recording fee.

SUPERVISOR MINOR MOVED to approve Consent Agenda Items #6(a) through #6(f). Motion seconded by Supervisor Irwin, passed unanimously.

Chairman Wilson recessed the Board of Supervisors and convened the Jail District Board of Directors at 10:22 a.m.

CONSENT AGENDA *(Discussion and possible action on the following items):*

County Administrator Drake presented for approval Jail Consent Agenda Items #7(a) through #7(c).

7(a) Approval of Jail District Payroll

Approve March 4, 2018, through March 17, 2018, gross payroll, as presented, in the amount of \$45,175.32, plus employer benefit contributions of \$9,308.46, for a total of \$54,483.78, including handwritten warrants.

7(b) Approval of Jail District Demands

Approve the demands already remitted, as presented, for FY2017/2018, in the amount of \$19,059.02, including handwritten warrants; and approve in advance to pay the Jail District demands, as presented, for FY2017/2018, in the amount of \$23,275.99, including handwritten warrants; for a total of \$42,335.01 in expenditures.

7(c) Approve salary increases for two (2) Detention Support Specialists – Sheriff (Salary Increases)

A brief discussion ensued noting that item #7(c) was requested to be pulled from the agenda.

SUPERVISOR IRWIN MOVED to approve Jail Consent Agenda Items #7(a) and #7(b). Motion seconded by Chairman Wilson, passed unanimously.

7(c) Approve salary increases for two (2) Detention Support Specialists – Sheriff (Salary Increases)

Supervisor Minor expressed that he felt that any salary increases should be done Countywide through a budgetary process. He understood that this request for an increase was “to get ahead of the rising minimum wage”; a “rationale” he stated that has not been discussed.

SUPERVISOR IRWIN MOVED to table the request for salary increases for two (2) Detention Support Specialists. Motion seconded by Chairman Wilson, passed unanimously.

Approve to go out to bid for repair services to the Detention Facility roof due to weather damages

Commander Suffle explained that the Detention Facility roof was in need of repair due to weather damages. He stated that water leaks have caused a rotting of 30% of the roof “membrane”, which has caused electrical outages.

SUPERVISOR MINOR MOVED to approve going out to bid for repair services to the Detention Facility roof due to weather damages. Motion seconded by Supervisor Irwin.

Chairman Wilson stated that the bid packet was “skimpy” and did not appear to be in compliance with procurement rules.

CHAIRMAN WILSON AMENDED the motion to “approve going out to bid for repair services to the Detention Facility roof due to weather damages”, adding “subject to compliance with procurement rules”. Motion seconded by Supervisor Minor, passed unanimously.

Chairman Wilson recessed the Jail District Board of Directors and reconvened as the Board of Supervisors at 10:28 a.m.

REGULAR AGENDA (*Discussion and possible action on the following items*):

Adopt Proclamation No. 2018-05, supporting National Service Recognition Day, Tuesday, April 3, 2018 – School Superintendent

School Superintendent Price stated that the proclamation presented to the Board seeks to give recognition to volunteers, naming April 3, 2018, as National Service Recognition Day.

She acknowledged numerous volunteers she knew, such as the Vista volunteers, and others associated with the County.

CHAIRMAN WILSON MOVED to adopt Proclamation No. 2018-05, supporting National Service Recognition Day, Tuesday, April 3, 2018. Motion seconded by Supervisor Irwin, passed unanimously.

Approve lease(s) of part(s) of the old Bouse School to the Bouse Volunteer Fire District – Board of Supervisors

Supervisor Minor stated that he had spoken to Chief Novak regarding the renewal of a lease located at the old Bouse School. He added that the fire district sought to use the location for housing, and with this change, the lease agreement would also change the obligation of maintenance to the district, especially since it was getting use of the property without cost for the lease.

Discussion ensued noting some corrections to be made to the draft agreement; such as suggestions for prior approval by the County Administrator before improvements/ changes can be made.

Chairman Wilson stated that, with the changes needed, the agreement should rescind the original lease and acknowledge the new lease. He added that there should be two leases; with a long-term lease for the fire station.

Further discussion ensued noting that the lease for the fire station would need to clarify what portion of the property was used specifically for the fire station; and the lease agreement on the additional piece of property under discussion could be approved contingent on the changes discussed and upon approval by the County Attorney's office.

SUPERVISOR MINOR MOVED to approve the lease of part of the old Bouse School property to the Bouse Volunteer Fire District upon the changes discussed and upon approval as to the form by the County Attorney's office. Motion seconded by Chairman Wilson, passed unanimously.

Approve to appoint the Finance Director as Chief Fiscal Officer for certification of the Annual Expenditure Limitation Reporting, pursuant to A.R.S. §41-1279.07 – Board of Supervisors

County Administrator Drake stated that this item was a “housekeeping item” in that the County was required to have a Chief Fiscal Officer for certification of the annual expenditure limitation reporting, and typically this would be the Finance Director.

SUPERVISOR MINOR MOVED to approve to appoint the Finance Director as Chief Fiscal Officer for certification of the Annual Expenditure Limitation Reporting for FY2014 – FY2017, using the forms as required by the Auditor General and direct staff to submit reports to the Auditor General’s office, pursuant to A.R.S. §41-1279.07. Motion seconded by Supervisor Irwin, passed unanimously.

Approve FY2017/2018 Schedule of Reimbursement of La Paz County Services to Special Districts – Board of Supervisors

County Administrator Drake explained that the Schedule of Reimbursement was a calculation established annually for services to special districts by the County. He added that our auditing firm of Walker & Armstrong established the rate of \$4.22 per parcel the previous year, and with little changes occurring, advised that it was not worth the \$10,000 fee to do another cost allocation, and the current rate should remain the same.

Chairman Wilson stated that the County was not required to do another cost allocation as long as there was no increase to the per parcel rate.

SUPERVISOR MINOR MOVED to approve FY2017/2018 Schedule of Reimbursement of La Paz County Services to Special Districts, pursuant to A.R.S. §11-251 & 48-819, effective July 1, 2018. Motion seconded by Supervisor Irwin, passed unanimously.

Approve the La Paz County Tax Rate Submittal Form – Finance

Finance Director Krukemyer expressed appreciation to Program Specialist Rohde in the Assessor’s office for assistance with creating the form submitted.

He stated that this form was designed to resolve some of the reporting issues associated with reports received from the various districts. He added that it required the signatures of certain departments that would make certain the forms were completed accurately. He recommended approval of the form with the ability to be able to revise as needed since it is a new form.

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SUPERVISOR MINOR MOVED to approve the La Paz County Tax Rate Submittal Form and revisions as needed. Motion seconded by Supervisor Irwin, passed unanimously.

Discussion and possible action to adopt the draft La Paz County Volunteer Policy – Finance

Accounting Operations Manager McFarland requested adoption of a current La Paz County Volunteer Policy. He stated that this new version would comply with current labor laws, and it was a model policy from the Arizona County Insurance Pool.

Discussion ensued noting that a portion of the policy was copied incorrectly so that the Board did not have the entire document. Accounting Operations Manager McFarland excused himself to make copies of the missing page.

Chairman Wilson addressed the following agenda item.

Approve to appoint the law firm of Helm, Livesay & Worthington, Ltd., Tempe, AZ to represent the County in Arizona Tax Court cases nos. TX2016-001035, TX2017-000559, TX2016-001038 and TX2017-000560; re: low-income residential apartments – Quartzsite; and authorize the County Administrator to enter into a professional legal services agreement with said firm – County Attorney

Chairman Wilson, on behalf of Deputy County Attorney Buckelew, presented the request to appoint the law firm of Helm, Livesay & Worthington, Ltd., Tempe, AZ to represent the County in Arizona Tax Court cases nos. TX2016-001035, TX2017-000559, TX2016-001038 and TX2017-000560; re: low-income residential apartments – Quartzsite; and authorize the County Administrator to enter into a professional legal services agreement with said firm.

County Attorney Rogers stated that he was in favor of the agreement.

SUPERVISOR MINOR MOVED to appoint the law firm of Helm, Livesay & Worthington, Ltd., Tempe, AZ to represent the County in Arizona Tax Court cases nos. TX2016-001035, TX2017-000559, TX2016-001038 and TX2017-000560; re: low-income residential apartments – Quartzsite; and authorize the County Administrator to enter into a professional legal services agreement with said firm. Motion seconded by Supervisor Irwin, passed unanimously.

Chairman Wilson returned to item #15 for further discussion.

Discussion and possible action to adopt the draft La Paz County Volunteer Policy – Finance

Accounting Operations Manager McFarland stated that the criteria in the policy followed current statute, noting that volunteer roles were to be set at the sole discretion of the department head and/or the County Administrator.

Chairman Wilson requested that there be the addition of a signature block for the County Attorney's approval.

CHAIRMAN WILSON MOVED to approve adoption of the La Paz County Volunteer policy subject to approval by the County Attorney. Motion seconded by Supervisor Minor, passed unanimously.

Call to the Public: This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date

Sheriff Risen gave a report of recent events in the Sheriff's Department, noting that a \$58,000 grant was received for radio units, and other grant applications were submitted for additional equipment as described. He also noted that testing was being conducted for replacement positions within the Department.

George Nault reported that signs were put up "all over the County" regarding Proposition 401. He stated that election laws stipulate that a legal election committee had to be formed in order to put out signs.

He questioned items brought before the Board at previous meetings, and although not approved by the Board, he felt did not advance the good work the County was trying to do.

Adjournment

Chairman Wilson adjourned the meeting at 11:02 a.m.

APPROVED:

D. L. Wilson, Chairman

ATTEST:

Diane Green, Deputy Clerk of the Board

The following La Paz County demands have been audited, approved and ordered paid by the La Paz County Board of Supervisors: #11132302, Axon Enterprise, Inc., \$5,991.23; #11132304, Bankcard Center, \$4,634.55; #11132312, Davis Building Supply, \$1,046.48; #1112313, Dell Marketing LP, \$1,397.05; #11132318, Emerald Canyon – Petty Cash, \$1,695.94; #11132319, Empire Southwest, \$1,206.90; #11132323, Growers Oil Company, \$1,827.74; #11132328, Jack Pots Portables, Inc., \$1,180.96; #11132343, Ocean Enterprises, Inc., \$9,279.44; #11132345, Parker Auto & Marine, \$1,034.57; #11132346, Parker Funeral Home, Inc., \$2,585; #11132349, PCM, \$1,314.90; #11132355, Redburn Tire Company, \$5,153.81; #11132366, Scuba Training and Technology Inc., \$1,898.59; #11132380, Trinity Services Group, Inc., \$5,775.23; #11132383, Verizon Wireless, \$3,774.68; #11132384, Well Fargo Payment Remittance CTR 3249, \$24,117.99; #11132385, Western States Petroleum, \$2,652.29; #11132389, Karen Slaughter, \$3,764.57; #11132393, CBS Office Automation, LLC, \$4,815.49; #11132397, Hardwig Psychological Services, LLC, \$3,000; #11132398, Horizon Health & Wellness, \$11,700; #11132406, Shafffer Welding, \$2,000; #1112407, Simpson Norton orp., \$2,354.72; #11132408, Thomson Reuters – West, \$2,788.13; #11132412, Colorado River Regional, \$5,500; #11132413, La Paz County Co. Op. Ext., \$27,418.04; #11132414, Lily of the Valley Church, \$5,622.02; #11132415, Saint Vince De Paul, \$10,000; #11132418, Abbey Stubbs & Ford LLC, \$7,500; #11132422, APS, \$23,957.44; #11132428, Bob Barker Company, \$2,181.94; #11132432, Craig Williams, Attorney, \$1,020; #11132435, Daves Commercial Service, \$14,300; #11132438, Emerald Canyon – Petty Cash \$2,300.64; #11132443, Grynkewich Law Office, \$5,512.50; #11132445, J & S Electric, \$2,682.57; #11132446, Jessica Quickle, \$15,607.50; #11132449, La Paz Sheriff’s Office, \$3,000; #11132458, Parker Oil Products, \$8,120.26; #11132461, Priyanka Miller, \$1,400; #11132466, Reddy Ice, \$1,153.88; #11132468, Ruffner Law PLLC, \$12,786.36; #11132476, TDS Telecom, \$1,750.77; #11132478, Titleist, \$2,478.70; #11132479, Tri-State Reporting, \$1,462.09; #11132487, AHCCCS State Treasurer, \$17,675.