

**MINUTES
OF THE
LA PAZ COUNTY BOARD OF SUPERVISORS
Monday, May 18, 2020, 10:00 a.m.
Regular Meeting**

Vice-Chairman Wilson called the May 18, 2020, 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 Irwin (telephonically), Vice-Chairman Wilson, Supervisor Minor, County Administrator Drake, Chief Deputy County Attorney Dooley, Health Director Shontz, Community Development Director Hoogerwerf, Human Resources Director Frantz, and Clerk of the Board Green.

Vice-Chairman Wilson led the Pledge of Allegiance followed by the Invocation by Pastor Glenn Swarhout of the First Baptist Church of Parker.

Presentation: “Sandy Dodge Employee Excellence” award

Dorothy Fenech, Employee of the Month Chairman, recognized Jenna McDaniel, Information Officer for the Health Department, with the May 2020 Sandy Dodge Employee Excellence Award and a \$25 Walmart gift card.

Call to the Public: This is the time for the public to comment for a limit of three (3) minutes per person. 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

There were no comments.

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 requested that Bioterrorism Coordinator Backman and Information Officer McDaniel give an updated report on COVID-19 activities.

Information Officer McDaniel report that 38 people was still the current number of those contracting that had contracted COVID-19; however, some tests were pending.

She added that the Parks were doing their part, allowing only mobile homes and trailers to stay; and the Health department was getting out to restaurants and bars.

Bioterrorism Coordinator Bachman stated that a mass blitz of testing is being done in the State; however, La Paz County was not part of it.

Supervisor Minor asked as to whether there would be anti-bodies tests offered.

Bioterrorism Coordinator Bachman answered that those tests were to be available in June.

Supervisor Minor and Vice-Chairman Wilson commented on the revenue replacement funds that were still being held by the State.

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

6(a) Approval of Minutes of the Wednesday, April 22, 2020, 10:00 a.m. Special Meeting - Clerk of the Board

Approve Minutes of the Wednesday, April 22, 2020, 10:00 a.m. Special Meeting.

6(b) Approval of the La Paz County Payroll, from April 31, 2020, through May 4, 2020, in the amount of \$ 427,360.22, plus employer related expenses (ERE) in the amount of \$129,840.42, for a total of \$557,200.64 – Finance

Approve the La Paz County Payroll, from April 31, 2020, through May 14, 2020, in the amount of \$427,360.22, plus employer related expenses (ERE) in the amount of \$129,840.42, for a total of \$557,200.64.

6(c) Approval of the La Paz County Payables, as presented, for FY2019/2020, in the amount \$813,567.20, including handwritten warrants – Finance

Approve the La Paz County Payables, as presented, for FY2019/2020, in the amount \$813,567.20, including handwritten warrants.

6(d) Approve to appoint the position of Uncertified Deputy Sheriff, a vacant and budgeted position – Sheriff

Approve to appoint Aron Phoenix to the position of Uncertified Deputy Sheriff, effective May 19, 2020, at an annual salary of \$41,392 (L15 Step 1), increasing to \$43,908.80 (LO7, Step 1) upon successful completion of an Arizona POST Academy, requiring a six-month County probation and an additional six-month probation for the Sheriff's Office; a vacant and budgeted position.

6(e) Approve to appoint the position of Deputy Sheriff, a vacant and budgeted position – Sheriff.

Approve to appoint Jose Robert Jimenez to the position of Deputy Sheriff, effective May 19, 2020, at an annual salary of \$44,782.40 (L02, Step 2), requiring a 12-month probation; a vacant and budgeted position.

6(f) Approve appointment of Matthew G. Newman as part-time Judge Pro Tempore of the Superior Court, effective July 1, 2020, through June 30, 2021; pursuant to A.R.S. §22-121(A), with compensation at 80% of a Superior Court Judge – Superior Court Clerk

Approve appointment of Matthew G. Newman as part-time Judge Pro Tempore of the Superior Court, effective July 1, 2020, through June 30, 2021; pursuant to A.R.S. §22-121(A), with compensation at 80% of a Superior Court Judge.

6(g) Approve Septic System Inspection Consultant Agreement with Chris Sexton and the Community Development Department, retroactive to February 10, 2020, through December 31, 2020, at a rate of \$50 per review – Community Development

Approve Septic System Inspection Consultant Agreement with Chris Sexton and the Community Development Department, retroactive to February 10, 2020, through December 31, 2020, at a rate of \$50 per review.

6(h) Approve City of Tucson High Intensity Drug Traffic Area (HIDTA) Grant Agreement No. HT-20-2927, for Facility Expenses in the amount of \$4,580 for facilities, retroactive to January 1, 2020, through December 31, 2020 – Sheriff

This item was pulled for discussion and separate action.

6(i) Approve City of Tucson High Intensity Drug Traffic Area (HIDTA) Grant Agreement No. HT-20-2927A, for Overtime in the amount of \$10,000, services at \$13,754, and supplies at \$5,000, for a total amount of \$28,754, retroactive to January 1, 2020, to December 31, 2021 – Sheriff

This item was pulled for discussion and separate action.

6(j) Approve to ratify grant agreement with Arizona Department of Administration Arizona 9-1-1 Program effective July 1, 2020, to provide assistance to the La Paz County Sheriff's Office/Central Dispatch with the operational cost of the 9-1-1 center via the Arizona 9-1-1 Grant Program -FY2021, in the amount of \$97,178 – Sheriff

This item was pulled for discussion and separate action.

6(k) Approve to authorize the Finance Department to enter inter-fund transfers in the General Ledger as needed to zero the balances of the special revenue funds listed as provided – Finance

This item was pulled for discussion and separate action.

6(l) Approve to adopt Resolution No. 2020-09, a resolution of the Board of Supervisors of La Paz County authorizing participation in the Arizona Supreme Court Juvenile Justice Services Division Family Counseling Program – Probation

Approve to adopt Resolution No. 2020-09, a resolution of the Board of Supervisors of La Paz County authorizing participation in the Arizona Supreme Court Juvenile Justice Services Division Family Counseling Program, providing \$1,512 in matching funds.

6(m) Approve FY2020/2021 Schedule for Reimbursement of La Paz County Service to La Paz County Special Districts, pursuant to A.R.S. §11-251.06, effective July 1, 2020 – Clerk of the Board

Approve FY2020/2021 Schedule for Reimbursement of La Paz County Service to La Paz County Special Districts, pursuant to A.R.S. §11-251.06, effective July 1, 2020.

6(n) Sitting as the Jail District Board of Directors:

1) Approval of the La Paz County Jail District Payroll, from April 31, 2020, through May 14, 2020, in the amount of \$53,911.03, plus employer related expenses (ERE) in the amount of \$11,039.83, for a total of \$64,950.86 – Finance

Approve the La Paz County Jail District Payroll, from April 31, 2020, through May 14, 2020, in the amount of \$53,911.03 plus employer related expenses (ERE) in the amount of \$11,039.83, for a total of \$64,950.86.

2) Approval of the La Paz County Jail District Demands, as presented, for FY2019/2020, in the amount of \$42,515.76 – Finance

Approve the La Paz County Jail District Demands, as presented, for FY2019/2020, in the amount of \$42,515.76.____

SUPERVISOR MINOR MOVED to approve Consent Agenda Items #6(a) through #6(n), except for #6(h) through #6(k). Motion seconded by Chairman Irwin, passed unanimously, including the vote by Vice-Chairman Wilson.

6(h) Approve City of Tucson High Intensity Drug Traffic Area (HIDTA) Grant Agreement No. HT-20-2927, for Facility Expenses in the amount of \$4,580 for facilities, retroactive to January 1, 2020, through December 31, 2020 – Sheriff

Supervisor Minor stated that these items were pulled to discuss what would be done with the grant funds.

Lieutenant Poindexter explained that the funds for this grant would be used to maintain the facilities.

SUPERVISOR MINOR MOVED to approve City of Tucson High Intensity Drug Traffic Area (HIDTA) Grant Agreement No. HT-20-2927, for Facility Expenses in the amount of \$4,580 for facilities, retroactive to January 1, 2020, through December 31, 2020. Motion seconded by Chairman Irwin, passed unanimously, including the vote by Vice-Chairman Wilson.

6(i) Approve City of Tucson High Intensity Drug Traffic Area (HIDTA) Grant Agreement No. HT-20-2927A, for Overtime in the amount of \$10,000, services at \$13,754, and supplies at \$5,000, for a total amount of \$28,754, retroactive to January 1, 2020, to December 31, 2021 – Sheriff

Discussion ensued noting what services would be covered by the grant, which would include overtime hours and benefits.

SUPERVISOR MINOR MOVED to approve City of Tucson High Intensity Drug Traffic Area (HIDTA) Grant Agreement No. HT-20-2927A, for Overtime in the amount of \$10,000, services at \$13,754, and supplies at \$5,000, for a total amount of \$28,754, retroactive to January 1, 2020, to December 31, 2021. Motion seconded by Vice-Chairman Wilson, passed unanimously, including the vote by Chairman Irwin.

6(j) Approve to ratify grant agreement with Arizona Department of Administration Arizona 9-1-1 Program effective July 1, 2020, to provide assistance to the La Paz County Sheriff's Office/Central Dispatch with the operational cost of the 9-1-1 center via the Arizona 9-1-1 Grant Program -FY2021, in the amount of \$97,178 – Sheriff

Discussion ensued noting that the grant covered operational costs, not to include salaries, exclusively for the 9-1-1 center, which are reimbursed.

SUPERVISOR MINOR MOVED to approve to ratify grant agreement with Arizona Department of Administration Arizona 9-1-1 Program effective July 1, 2020, to provide assistance to the La Paz County Sheriff's Office/Central Dispatch with the operational cost of the 9-1-1 center via the Arizona 9-1-1 Grant Program -FY2021, in the amount of \$97,178. Motion seconded by Chairman Irwin, passed unanimously, including the vote by Vice-Chairman Wilson.

6(k) Approve to authorize the Finance Department to enter inter-fund transfers in the General Ledger as needed to zero the balances of the special revenue funds listed as provided – Finance

Finance Director Krukemyer and Account Operation Manager McFarland explained that this item was a house-cleaning item that got rid of accounts were no longer active and “zeroed out”.

A brief discussion ensued regarding the amount that would be approved, noting that number would not be exact because of the accumulated adjustments that have been made; they are inactive/closed accounts and would not affect the actual numbers in the General Fund.

Finance Director Krukemyer stated that this was the “first round” of adjustments, and any future adjustments would be also cleared by the grant vendor before closed out.

SUPERVISOR MINOR MOVED to approve to authorize the Finance Department to enter inter-fund transfers in the General Ledger as needed to zero the balances of the special revenue funds listed as provided. Motion seconded by Chairman Irwin, passed unanimously, including the vote by Vice-Chairman Wilson.

Approve to accept the Fixed Asset Inventory and Management Proposal with Records Consultants, Inc (RCI) authorizing the Finance director to sign the agreement, to conduct a physical count and inventory of La Paz County fixed assets

Account Operations Manager McFarland stated that the County should have a physical count of fixed assets every two years of inventory; however, was unable to do it over a considerable amount of time.

He stated that he had contacted three companies for a quote and discussed how the inventory would be conducted; and what equipment to include in the inventory.

He discussed what would be required for the inventory with regard to supplies, recommending approval of the Records Consultants, Inc. proposal, adding that two representatives came to Parker to discuss their services.

A brief discussion ensued on the costs.

SUPERVISOR MINOR MOVED to accept the Fixed Asset Inventory and Management Proposal with Records Consultants, Inc (RCI), in the amount of \$31,000, authorizing the Finance Director to sign the agreement (to conduct a physical count and inventory of La Paz County fixed assets). Motion seconded by Vice-Chairman Wilson, passed unanimously, including the vote by Chairman Irwin.

Discussion and possible action regarding the use of County vehicles by the Parker Food Bank and Quartzsite Food Bank

Account Operations Manager McFarland stated that, over the years, various items of County property have been used by numbers of people.

He explained that the County used to run three Food Banks, and Saint Mary's Foodbank took over direct operation of McMullen Valley and Parker Food bank, hiring the part time people working there and coordinated volunteers; and Friends of the Food Bank and the Town of Quartzsite picked up the Food Bank there, using County property.

He noted the vehicles being still being used by the Food Banks that belong to the County and the recent repair bill that was generated. He asked the Board how to handle these expenditures and the concerns over non-County persons operating County vehicles. He requested direction.

A discussion ensued at length regarding a truck the Quartzsite Food Bank was using needing more extensive repair or replacement, and other expenses associated with the food banks.

Supervisor Minor suggested that a worksession be conducted to discuss the overall operations of the Food Banks.

Accounting Operations Manager McFarland asked for direction regarding the repair expense for the Quartzsite Food Bank truck.

Finance Director Krukemyer stated that his department would absorb the expense at this time, noting that he would look forward to a discussion on this topic and direction in the future with Board approval.

Adjournment.

Vice-Chairman Wilson adjourned the meeting at 10:56 a.m.

APPROVED:

/s/
Holly Irwin, Chairman

ATTEST:

/s/
Diane Green, Clerk of the Board

The following La Paz County Board demands were audited, approved and ordered paid by the La Paz County Board of Supervisors: #11145352, Michael Frame, \$17,681.26; #11145354, Horizon Health & Wellness, \$64,945.; #11145356, La Paz Solar LLC, \$1,383.40; #11145357, McKesson Gen. Medical Corp., \$1,167.48; #11145361, Redburn Tire Company, \$3,766.79; #11145362, Rideout Law PLLC, \$6,590.25; #11145367, Abbey Stubbs & Ford LLC, \$7,500; #11145374, Atkins North America,, Inc., \$28,831.34; #11145376, AZLGEBT, \$209,774.20; #11145378, Bingham Equipment, \$1,176.23; #11145382, Colorado River Regional Crisis Servs., \$25,000; #11145386, DT Rolling Shutters Screen & Awnings, \$6,677.69; #11145391, Frontier, \$12,848.32; #11145392, Fulton Distributing, \$3,000.99; #11145393, Gloria Eagle PA-C, \$1,687.50; #11145394, Growers Oil Company, \$2,126.13; #11145395, Havasu Embroidery, \$1,114.27; #11145399, JP Morgan One Card, \$16,014.92; #11145400, Judith Bender, \$4,365; #11145402, La Paz Solar LLC, \$1,749.81; #11145404, Lily of the Valley Church, \$5,000; #11145405, LR Anderson, LLC, \$1,070; #11145406, Marcus Foust Professional Corp., \$6,223; #11145407, Mil Geospatial, LLC, \$4,119.95; #111445411, Parker Auto & Marine, \$2,187.45; #11145412, Parker Oil Products, Inc., \$8,277.81; #11145414, Pavement Sealants & Supply, \$6,795.72; #11145419, Saint Vincent de Paul, \$24,631; #11145421, Laurence Schiff, MD, \$1,775; #11145422, Senergy Petroleum, \$16,622.24; #11145423, Simpson Norton Corp., \$1,608.87; #11145427, TAMCO, \$4,330.29; #111455428, TASC, Inc., \$1,169.50; #11145430, Trinity Services Group, Inc., \$16,007.35; #11145431, Universal Police Supply Co., \$5,264.70; #11145433, Walker & Armstrong, \$13,962; #11145439, AT&T Mobility, \$7,974.29; #11145444, E Poly Star, Inc, \$2,050; #11145453, Horizon Health & Wellness, \$21,600; #11145456, Konica Minolta Business Solutions, \$29,222.13; #11145459, Mainline Welding Inc., \$3,000' #11145467, Redburn Tire Company, \$1,211.92; #11145474, T & C Seal Coating, Inc, \$69,032.16; #11145481, Advanced Mechanical Plumbing, \$1,989.90; #11145482, All Covered, \$11,878.90; #11145484, APS, \$52,057.84; #11145488, Bob Barker Company, \$1,218.21; #11145494, Colorado River Sand & Rock, \$1,907.51; #11145497, Dorn Policy Group, Inc., \$3,000; #11145498, Empire Southwest, \$2,527.50; #11145513, Michelle Smith, \$1,120; #11145514, Motorola Solutions, \$46,059; #11145529, Southern Links, Inc., \$1,285.30; #11145531, Sudden Link, \$4,014.66; #11145532, Suddenlink B2B, \$4,382; #11145540, Vederman Law Office, PLLC, \$4,490.