

**MINUTES
OF THE
LA PAZ COUNTY BOARD OF SUPERVISORS
Monday, May 21, 2018, 10:00 a.m.
Regular Meeting**

Chairman Minor called Monday, May 21, 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 Minor, Supervisor Irwin, Supervisor Wilson, County Administrator Drake, County Attorney Rogers, Health Director Shontz, Sheriff Risen, Treasurer Castro, Human Resource Director Frantz, Finance Director Krukemyer, Assessor Camacho, Golf Professional Benton, Community Development Administrator Yackley, Recorder Baker; and Deputy Clerk of the Board Green.

Chairman Minor led the Pledge of Allegiance followed by the Invocation given by Pastor Garcia of the Parker Apostolic Church.

Presentation: Legislative District #5 Update by State Representative Regina Cobb

Chairman Minor stated that he appreciated the apparent public support of the County's Proposition 401 at the May 15, 2018, special election. He added that Governor Ducey finally signed the bill giving "forgiveness" of any penalties to the County for exceeding the expenditure limitations in prior years, making it a "good week for La Paz County".

He introduced Representative Regina Cobb, stating that the County owed "a huge, huge thank you", to Ms. Cobb for introducing the bill the Governor signed on behalf of La Paz County, even after it was vetoed the first time.

Representative Cobb gave an update on the State, noting that the projects that were successfully addressed included the many County "shifts" of funds done in the past during a time when the State was "in a hole". She reported that the State is now in a structurally balanced position and was able to take on all the shifts from the recession of 2008. She added that the issue over the Department of Juvenile Detention was the only issue left to address; which she would continue to actively engage in next year.

She noted other areas that were addressed positively, such as the hospital assessment funds for rural areas, as well as other providers on AHCCS in the health care system; and the Rural Critical Care funding.

Representative Cobb stated she was committed to working with the County to "stay in the black"; and she was able to assist in obtaining funds for University of Arizona to evaluate what the Department of Water Resources comes up with in their study of water issues to make sure it was done correctly.

She applauded the Supervisors for accomplishing so much this year, and who were present with her “every step of the way” to get these important things done.

Supervisor Wilson thanked Representative Cobb for how hard she fought for La Paz County on the issues she mentioned.

Chairman Minor stated that the County Supervisors Association also recognized Representative Cobb as one of the leaders “fighting for rural issues” and expressed his thanks.

Representative Cobb reiterated the amount of work that was required to get the “forgiveness” done despite the veto of the first bill; and noted the importance of the increase in the expenditure limitation to help things grow in La Paz County.

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)

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

County Administrator Drake presented for approval Consent Agenda Items #4(a) through #4(i)

4(a) Approval of Minutes

Approve the minutes of the Monday, May 7, 2018, 10:00 a.m. regular meeting.

4(b) Approval of Payroll

Approve April 29, 2018, through May 12, 2018, gross payroll, as presented, in the amount of \$362,027.35, plus employer benefit contributions of \$85,471.74, for a total of \$447,499.09, including handwritten warrants.

4(c) Approval of Demands

Approve the demands already remitted, as presented, for FY2017/2018, in the amount of \$393,821.70, including handwritten warrants; and approve in advance to pay the demands, as presented, for FY2017/2018, in the amount of \$118,002.22, including handwritten warrants; for a total of \$511,823.92.

4(d) Approve to appoint the position of Golf Course Assistant, a vacant budgeted position – Emerald Canyon Golf Course (Replacement)

Approve to appoint Holly Monroe as Golf Course Assistant effective May 14, 2018, at an annual salary of \$23,804.35 (NEO25, Step 1), a vacant budgeted position.

4(e) Approve salary increase for Investigator position – Sheriff (Salary increase)

Approve increase of annual salary for Jeremy Johnson, Investigator, to 46,760.06 (L09, Step 4), effective May 14, 2018.

4(f) Approve to authorize La Paz County Sheriff to enter into contracts with newly hired uncertified deputies for reimbursement of training and certification costs to the county in the event said deputy fails to successful complete an Arizona P.O.S.T. Academy within one year or fails to maintain employment as a deputy for at least three (3) years post certification; subject to approval as to form by the county attorney – Sheriff

Approve to authorize La Paz County Sheriff to enter into contracts with newly hired uncertified deputies for reimbursement of training and certification costs to the county in the event said deputy fails to successful complete an Arizona P.O.S.T. Academy within one year or fails to maintain employment as a deputy for at least three (3) years post certification; subject to approval as to form by the county attorney

4(g) Approve to appoint the position of Uncertified Deputy, requiring successful completion of an Arizona P.O.S.T. Academy within one year, contingent upon execution of a reimbursement of training and certification costs contract by appointee; with a six-month County probation period; and an additional six-month probation for the Sheriff’s office – Sheriff (Transfer/Replacement)

4(g) Approve to appoint Krystal Thompkinson to the position of Uncertified Deputy, at an annual salary of \$39,780 (L15, Step 1), effective May 21, 2018, a vacant budgeted position, requiring successful completion of an Arizona P.O.S.T. Academy within one year, contingent upon execution of a reimbursement of training and certification costs contract by appointee; with a six-month County probation period; and an additional six-month probation for the Sheriff’s office.

4(h) Approve to appoint the position of Uncertified Deputy, requiring successful completion of an Arizona P.O.S.T. Academy within one year, contingent upon execution of a reimbursement of training and certification costs contract by appointee; with a six-month County probation period; and an additional six-month probation for the Sheriff’s office – Sheriff (Replacement/Transfer)

Approve to appoint Eduardo Lopez to the position of Uncertified Deputy, at an annual salary of \$39,780 (L15, Step 1), effective May 21, 2018, a vacant budgeted position requiring successful completion of an Arizona P.O.S.T. Academy within one year, contingent upon execution of a reimbursement of training and certification costs contract by appointee; with a six-month County probation period; and an additional six-month probation for the Sheriff’s office.

4(i) Approve Arizona DUI Abatement Council grant agreement #DUIAC-E-107, awarding \$18,432, for DUI enforcement overtime; expiring December 31, 2018 – Sheriff

Approve Arizona DUI Abatement Council grant agreement #DUIAC-E-107, awarding \$18,432, for DUI enforcement overtime; expiring December 31, 2018.

SUPERVISOR WILSON MOVED to approve Consent Agenda Items #4(a) through #4(i). Motion seconded by Supervisor Irwin, passed unanimously.

Chairman Minor recessed the Board of Supervisors and convened the Jail District Board of Directors at 10:17

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

County Administrator Drake presented for approval Jail Consent Agenda Items #5(a) through #5(h).

5(a) Approval of Jail District Payroll

Approve April 29, 2018, through May 12, 2018, gross payroll, as presented, in the amount of \$48,521.54, plus employer benefit contributions of \$9,688.15, for a total of \$58,209.69, including handwritten warrants.

5(b) Approval of Jail District Demands

Approve the demands already remitted, as presented, for FY2017/2018, in the amount of \$39,058.28, including handwritten warrants; and approve in advance to pay the Jail District demands, as presented, for FY2017/2018, in the amount of \$7,714.82, including handwritten warrants.

5(c) Approve to promote a Detention Officer to Sergeant, a vacant budgeted position (Replacement/Promotion)

Approve to promote Detention Officer Jose Montoya to Detention Sergeant, effective May 4, 2018, at an annual salary of \$38,846.50 (L06, Step 1), a vacant budgeted position; with a six-month County probation, and an additional six-month probation for the Sheriff's office.

5(d) Approve to promote a Detention Officer to Corporal, a vacant budgeted position (Replacement/Promotion)

Approve to promote Detention Officer John Blackburn to Detention Corporal, retro-active to May 15, 2018, at an annual salary of \$34,730.59 (L04, Step 1), a vacant budgeted position; with a six-month County probation, and an additional six-month probation for the Sheriff's office.

5(e) Approve to adjust wages for four (4) Uncertified Detention Officers, retro-active upon Certification (Salary adjustments)

Approve to adjust the wages of Detention Officers Norma Jones, Ronnie Calton, Allen Salee, and Chancellor Krager, for Detention academy certification; increasing annual salaries to \$32,057.38 (L02, Step 2), retro-active to April 27, 2018.

5(f) Approve to authorize La Paz County Sheriff to enter into contracts with newly hired uncertified detention officers for reimbursement of training and certification costs to the county in the event said detention officer fails to successfully complete an Arizona Detention academy within one year or fails to maintain employment for at least three (3) years post certification; subject to approval as to form by the county attorney

Approve to authorize La Paz County Sheriff to enter into contracts with newly hired uncertified detention officers for reimbursement of training and certification costs to the county in the event said detention officer fails to successfully complete an Arizona Detention academy within one year or fails to maintain employment for at least three (3) years post certification; subject to approval as to form by the county attorney.

5(g) Approve to appoint two (2) Uncertified Detention Officers at the starting salary, both vacant and budgeted positions, contingent upon execution of a reimbursement of training and certification costs contract by appointee; with a six-month County probation and an additional six-month probation for the Sheriff's Office, increasing to Step 2 upon successful completion of an Arizona Detention academy within one year (Replacements)

Approve to appoint Amber McLean and Bryce Piper as Uncertified Detention Officers, effective May 22, 2018, at annual salaries of \$31,378.46 (L02, Step 1), both vacant and budgeted positions; contingent upon execution of a reimbursement of training and certification costs contract by appointees; with a six-month County probation and an additional six-month probation for the Sheriff's Office, increasing to Step 2 upon successful completion of an Arizona Detention academy within one year.

5(h) Approve to promote three (3) Detention Officers to Detention Corporals, all vacant budgeted positions; with a six-month County probation and an additional six-month probation for the Sheriff's Office – (Replacements/Promotions)

Approve to promote Detention Officers Melissa Ruiz, Floyd Roberts and Cody Brinkerhoff to Detention Corporal; budgeted vacant positions, retro-active to April 6, 2018, at annual salaries of \$34,730.59 (L04, Step 1); with a six-month County probation, and an additional six-month probation for the Sheriff's office.

SUPERVISOR IRWIN MOVED to approve Jail District Consent Agenda Items #5(a) through #5(h). Motion seconded by Supervisor Wilson, passed unanimously.

Adopt the Tentative FY 2018/2019 La Paz County Jail District Budget – Finance

SUPERVISOR WILSON MOVED to continue the Jail District Budget adoption to the special meeting on Tuesday, May 22, at 4:00 p.m. Motion seconded by Supervisor Irwin, passed unanimously.

Chairman Minor recessed the Jail District Board of Directors and reconvened the Board of Supervisors at 10:21 a.m.

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

Adopt the Tentative FY 2018/2019 La Paz County Budget – Finance

SUPERVISOR WILSON MOVED to continue the La Paz County Budget adoption to the special meeting on Tuesday, May 22, at 4:00 p.m. Motion seconded by Supervisor Irwin, passed unanimously.

Approve Canvass of the 2018 May Special Election held on May 15, 2018 –Elections.

Elections Director Scholl distributed the canvass of the May 15, 2018, Special Election for the Board’s purview.

He reviewed the canvass of votes, noting that, out of 9,802 registered voters, 2184 ballots were cast, and 42 ballots rejected, representing 22.28% of registered voters; a low turn-out.

Elections Director Scholl stated that all 11 precincts were counted, with 369 votes from the polls, plus 9 provisional ballots; and 1,806 from early ballots received.

He stated that Proposition 401 passed by a vote of 1,330 Yes and 869 No. He added that the canvass will be posted on the County’s website, providing a precinct by precinct breakdown. He further added that an audit performed indicated the early ballots were accurate.

Elections Director Scholl stated that the County’s new election equipment was very “impressive” and with the “real time” information it received, making the number of provisional ballots lower. He added that everyone expressed they liked the new ADA (disability) accessible features.

SUPERVISOR IRWIN MOVED to approve the Canvass of the 2018 May Special Election held on May 15, 2018. Motion seconded by Supervisor Wilson, passed unanimously.

Discussion and possible action to approve a Consulting Services Agreement, effective June 1, 2018 to June 2, 2019, relating to the restructuring of the Assessor's office – Assessor

Assessor Camacho described herself as “proactive” in the way she deals with her work in the Assessor’s office; and true to its definition, sees things before they take place, and “takes action before they happen rather than responding to it after it has happened”. She believed one had to “keep going forward”.

Assessor Camacho asked that Appraiser Olsen read a letter she composed summarizing “where they have been and where they are going: expressing her own thoughts regarding the accomplishments made in the Assessor’s office and how they have endured the challenges encountered in developing their office “team”; and their intentions going forward.

Assessor Camacho stated that her staff was “exceptional” in how they worked together to assist the public. She explained that her Department had only two employees coming in as the new elected official; and the several employees lost represented thousands of dollars in training. She explained her strategy was to see that a procedures manual would be created to cross train all employees in her office in order that there would be no gaps in service should staff be gone.

She expressed appreciation with the contract Sheriff Risen had on the agenda requiring new employees to repay the costs the County spent for certifications should the employee leave within a certain period of time; noting this kind of loss as “unacceptable”. She added that, to ensure that the procedures in the Assessor’s office were carried out even after she may be gone from office; this agreement needed to be approved, along with the other two items, so that her plans would succeed; or it would all fall apart. She asked for the Board’s support.

Discussion ensued regarding the documents enclosed in the packet, which included a resignation letter from the Chief Deputy, who would resign and be contracted.

Supervisor Irwin asked where the funding would come from for the consultant.

Assessor Camacho explained that she has a substantial amount in her budget that is not being used and asked that Finance Director Krukemyer explain the funding.

Finance Director Krukemyer explained that, since the Assessor would not be replacing a position, it would be used to fund the contract agreement. He explained that it would actually be less than her budget by approximately \$10,000 - \$16,000, particularly since the benefits factor would not be involved in a contracted situation.

A brief discussion ensued as to whether the documents presented were appropriate for the action requested. County Attorney Rogers agreed that they were.

SUPERVISOR WILSON MOVED to approve the Consulting Services Agreement with Lisa Lovell, effective June 1, 2018, to June 2, 2019, not to exceed \$59,000.04 during the fiscal year. Motion seconded by Chairman Minor, passed unanimously.

Discussion and possible action to approve the appointment of Chief Deputy, effective June 1, 2018 – Assessor (Replacement/Appointment)

Assessor Camacho brought an organization chart to the attention of the Board created for the Assessor's office included in the packet of information presented to them.

She explained that these positions would be cross-trained so that the office work would not be interrupted.

SUPERVISOR WILSON MOVED to appoint Shelly Rohde to the position of Chief Deputy, effective June 1, 2018, a vacant budgeted exempt position, with no change in her present salary. Motion seconded by Supervisor Irwin, passed unanimously.

Discussion and possible action to appoint the position of Program Specialist, effective June 1, 2018 – Assessor (Replacement/Promotion)

Assessor Camacho requested approval to promote her Level 1 Appraiser, Kimmy Olsen, to the position of Program Specialist. She explained that Appraiser Olsen would soon be going to school for the Level II designation. She added that Ms. Olsen is an asset to her office and the promotion would fill a greatly needed position as well as assure the coalition of her team.

Chairman Minor stated that his primary concern was that whatever plans the Assessor had for her office she would need to live it with fiscally.

Assessor Camacho reiterated her plans, assuring Chairman Minor she would not exceed the fiscal limitations of her budget.

Supervisor Irwin questioned Assessor Camacho concerning the amount of increase Ms. Olsen would receive going into this position.

Assessor Camacho explained that Ms. Olsen would be receiving training for her Level II position, and move into the position vacated by Ms. Rohde, assuming that job and the salary it held. She expressed that she felt this was warranted to "put the right people in place", reiterating that the Department lost thousands of dollars after losing several employees; and it was not the first time the County advanced an employee for its needs.

Chairman Minor stated that this situation was simply replacing a vacant position by promotion another position.

Discussion ensued noting a difference of opinion in the justification of salaries.

Assessor Camacho expressed that she, as an elected official, and a certified Appraiser, was the best person to know what her staff is capable of doing and to establish those salaries based on those capabilities, particularly aware of the fact it was difficult and costly to lose good employees.

Chairman Minor noted that Assessor Camacho was restructuring her office within her budget. He expressed that she would have to stick to this plan.

Assessor Camacho stated that she understood that stance and reminded Chairman Minor that the contract was only for a year, and should it not be renewed, it would make available \$59,000 that she could hire other staff, and/or split it up and offer funds in her budget towards the “pictometry” software to assist with new technology in the County.

Discussion ensued on the length of time involved to receive the Level II Appraiser certification.

Supervisor Wilson expressed that he would be more comfortable adding a stipulation that the promotion would require passing the Level II classes as other positions in the County requiring classes are typically stipulated.

Assessor Camacho was agreeable to his suggestion.

Brief comments were made noting that these were exempt positions and the job description required the passing of the required classes.

Supervisor Irwin expressed that she was aware of these points; however, she was still not convinced the amount of the salary increase was warranted.

Assessor Camacho answered that the position Ms. Olsen was going into was “a lot of work” with high stress levels. She added that the Program Specialist position has been asked to help other departments completing their jobs because of their understanding of tax levies. She further added that, as an elected official, she had the authority to appoint her positions to the best qualified and assign their salaries within her budget.

Chairman Minor reiterated that Assessor Camacho’s plan had to follow the plan as presented, and he wished her success.

SUPERVISOR WILSON MOVED to appoint Kimmy Olsen as Program Specialist, an exempt position, effective June 1, 2018, at an annual salary of \$53,061.22, requiring successful completion of Level II Appraiser certification within one year. Motion seconded by Chairman Minor, passed by a vote of two to one, with Supervisor Irwin voting nay.

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

The following La Paz County demands were, audited, approved and ordered paid by the La Paz County Board of Supervisors: #11133186, AZGEBT, \$184,872.15; #11133190, Standard Insurance, \$10,034.50; #11133194, APS, \$7,656.55; #11133201, Bob Barker Company, \$2,751.45; #11133209, Davis Building Supply, \$2,776.77; #111333210, E Poly Star, Inc., \$1,828.80; #11133211, Empire Southwest, \$3,237.31, #11133213, Fulton Distributing, \$1,594.43; #11133218, Horizon Health & Wellness, \$13,500; #11133222, Jessica L. Quickle, \$14,625; #11133223, Joshua Street Boat Storage, \$1,050; #11133231, Norbert Mendoza, \$1,149.50; #11133236, Parker Oil Products, Inc., \$10,776.02; #11133239, Premise One, \$4,891.22; #11133240, Printing Plus, \$9,788.38; #11133244, Quill, \$2,179.87; #11133258, Simplot Partners, \$3,326.13; #11133259, Simpson Norton Corp, \$1,897.40; #11133260; Social Services Interagency Council, \$3,105; #11133263, Stark Family Bakery, \$1,116; #11133264, Sudden Link, \$5,775.50; #11133268 Thomson Reuters-West, \$3,846.95; #11133270, Titleist, \$1,362.67; #11133274, Tri-State Reporting (2), \$1,274.15; #11133275, Trinity Services Group, Inc., \$11,812.99; #11133276, Truckpro, LLC29787 Newwork Pl, \$1,675.70; #11133280, Strategic Management Group, \$8,409.97; 11133281, Jason M. Redman, \$2,016.11; #11133289, Frontier, \$2,887.02.