

**MINUTES  
OF THE  
LA PAZ COUNTY BOARD OF SUPERVISORS  
Tuesday, July 6, 2020, 10:00 a.m.  
Regular Meeting**

Chairman Irwin called the July 6, 2020, regular meeting of the La Paz County Board of Supervisors to order at 10:00 a.m. Department Heads and Elected Officials present were: Chairman Holly Irwin, Vice-Chairman D. L. Wilson (Telephonically), Supervisor Duce Minor, County Administrator Ron Drake, Chief Deputy County Attorney Ryan Dooley, Finance Director Terry Krukemyer, Human Resources Director Mary Frantz, Golf Professional Steve Benton, Public Works Director Tom Simmons, Health Director Marion Shontz, Sheriff William Risen, Community Development Director Tonya Hoogerwerf, IT Technician Joey Lucas, Assessor Anna Camacho, Parks Director Dave Prefling, Shop Director Don Braska, Elections Director Kevin Scholl, and Clerk of the Board Diane Green.

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

**Presentation: Sandy Dodge Employee Excellence Award for June 2020**

Dorothy Fenech, Employee of the Month Chairman, recognized Rhesa Poolaw, Appraiser for the Assessor's Office, with the June 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**

Assessor Camacho expressed that she was dissatisfied with the previous budget worksessions and the amount of time she was allowed to speak.

Sheriff Risen stated that the fireworks display that was previously planned for the Salome area was canceled; however, noted that all over the County people were igniting fireworks, some were given citations and some fireworks were confiscated. He expressed that the Board should think about eliminating the use of fireworks in La Paz County due to the potential fire hazards.

He reported that the Sheriff's Department was granted the Stone Garden grant in the amount of \$300,000; and noted a couple of incidents reported this past weekend 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)**

Supervisor Minor stated that he noticed that the Buckskin Fire Department had received their new fire/rescue boat just in time for use during the holiday weekend.

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

- a. **Approval of Minutes of the Monday, June 15, 2020, 10:00 a.m., Regular Meeting – Clerk of the Board**

Approve the minutes of the Monday, June 15, 2020, 10:00 a.m. Regular Meeting.

- b. **Approve La Paz County Payroll, from June 11, 2020, through July 1, 2020, in the amount of \$438,098.77, plus employer related expenses (ERE), in the amount of \$126,527.26, for a total of \$564,626.03 - Finance**

Approve La Paz County Payroll, from June 11, 2020, through July 1, 2020, in the amount of \$438,098.77, plus employer related expenses (ERE), in the amount of \$126,527.26, for a total of \$564,626.03.

- c. **Approve La Paz County payables, as presented, for FY2019/2020, in the amount of \$1,061,130.28 - Finance**

Approve La Paz County payables, as presented, for FY2019/2020, in the amount of \$1,061,130.28.

- d. **Approve to appoint the position of 911 Dispatcher, a vacant and budgeted position - Sheriff**

Approve to appoint Sydney Marr to the position of 9-1-1 Dispatcher, effective July 10, 2020, at an annual salary of \$34,881.60 (NE001, Step 8), \$34,881.60, a vacant and budgeted position.

- e. **Approve to appoint the position of Office Assistant in the Parks Department, a vacant and budgeted position - Parks**

Approve to appoint Leticia Garcia to the position of Office Assistant, retroactive to June 22, 2020, at an annual salary of \$31,990.40 (NE052, Step 10), a vacant and budgeted position.

f. **Approve the appointment of Election Workers for the August 4, 2020, Primary Election - Elections**

Approve the appointment of Election Workers for the August 4, 2020, Primary Election, as presented; authorizing staff to fill vacancies as required.

g. **Approve Precinct and Polling Place designation, as presented, for the August 4, 2020, Primary Election - Elections**

Approve Precinct and Polling Place designation, as presented, for the August 4, 2020, Primary Election.

h. **Approve the revised amended contract of Marcus G. Faust, P.C. for lobbying services in Washington, D.C. - Board of Supervisors**

Approve the revised amended contract of Marcus G. Faust, P.C. for lobbying services in Washington, D.C., retroactive to July 1, 2020, at \$7,500 monthly through December 31, 2020.

i. **Acceptance of AZCares Fund Program Grant Number ERMT-20-053 in the Amount of \$1,623,136 - Finance**

Acceptance of AZCares Fund Program Grant Number ERMT-20-053 in the Amount of \$1,623,136.

j. **Approve to ratify grant contract with Arizona Department of Administration Arizona 9-1-1 Program, effective June 1, 2020, to June 1, 2021, to provide assistance to La Paz County Sheriff's Office / Central Dispatch with the purchase of a logging recorder needed for the Dispatch Center - Sheriff**

Approve to ratify grant contract with Arizona Department of Administration Arizona 9-1-1 Program, retroactive June 1, 2020, to June 1, 2021, to provide assistance to La Paz County Sheriff's Office / Central Dispatch with the purchase of a logging recorder needed for the Dispatch Center, via the Arizona Text-to-9-1-1-Services-Fund-RY2021, in the amount of \$28,614.

k. **Approve Arizona Department of Health Services Contract No. ADHS17-133193 Intergovernmental Agreement Amendment No. 8, Public Health Emergency Preparedness, in the amount of \$188,665.00; retroactive to July, 1, 2020 - June 30, 2021 - Health**

Approve Arizona Department of Health Services Contract No. ADHS17-133193 Intergovernmental Agreement Amendment No. 8, Public Health Emergency Preparedness, in the amount of \$188,665.00; retroactive to July, 1, 2020 - June 30, 2021.

l. **Approve 2018 HAVA Election Security Sub-Grant funds for the Elections Office in the amount of \$100,000 - Elections**

Approve 2018 HAVA Election Security Sub-Grant funds for the Elections Office in the amount of \$100,000.

m. **Approve to participate in the Arizona Criminal Justice Commission (ACJC) Drug, Crime and Violent Crime Control Program for FY 2020-2021, allocating 25% matching funds in the amount of \$5,211 from the General Fund, from July 1, 2020, to June 30, 2021 - Probation**

Approve to participate in the Arizona Criminal Justice Commission (ACJC) Drug, Crime and Violent Crime Control Program for FY 2020-2021, allocating 25% matching funds in the amount of \$5,211 from the General Fund, from July 1, 2020, to June 30, 2021.

n. ***Sitting in as the Jail District Board of Directors:***

1. **Approve La Paz County Jail Payroll from June 11, 2020, through July 1, 2020, in the amount of \$54,463.31, plus employer related expenses (ERE), in the amount of \$10,143.12, for a total of \$64,606.43, including handwritten warrants - Finance**

Approve La Paz County Jail Payroll from June 11, 2020, through July 1, 2020, in the amount of \$54,463.31, plus employer related expenses (ERE), in the amount of \$10,143.12, for a total of \$64,606.43, including handwritten warrants.

2. **Approve La Paz County Jail District payables, as presented, for FY2019/2020, in the amount of \$325,827.52, including handwritten warrants - Finance**

Approve La Paz County Jail District payables, as presented, for FY2019/2020, in the amount of \$325,827.52, including handwritten warrants.

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

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

**Discussion and possible action on the next steps for Planet Ranch Road - Board of Supervisors**

Linda Potter, Project Director from Atkins Global, attended telephonically and gave a PowerPoint presentation on the Planet Ranch Road Realignment Project located along the Bill Williams River.

She explained at length, presenting pictures, of the Planet Ranch Road and its condition, noting significant debris, particularly after the water release administered by the Army Corps of Engineers in March 2018.

She explained the County expected that the river would inundate the road over time and was examining a possible realignment to remove the roadway from the river channel bottom, presenting a map of a potential road that would run higher, and commented on expected costs.

Ms. Potter further noted the road would need additional topography and engineering. She added that the Bureau of Land Management (BLM) offered to perform the environmental assessment at no cost to the County; however it is expected to take up to a year to perform it.

Discussion ensued at length, noting that the Planet Ranch Road had been an issue in La Paz County for many years; finally resolving the issue when "higher-ups" confirmed that it belonged to the County.

Supervisor Minor expressed that the County should move forward as soon as possible, considering the usual change of people in certain positions and circumstances. He was concerned that if the County abandoned their road for the new right of way, it should be a priority that the County be able to obtain the road "into perpetuity" from BLM and U. S. Fish & Wildlife; felt that the Army Corps of Engineers and U. S. Fish & Wildlife should offer more; and obtain a firm number of costs to have someone perform the environmental assessment "before things change".

Chairman Irwin expressed agreement to expedite these actions, knowledgeable of the issues she has dealt with in the past with BLM.

Vice-Chairman Wilson concurred.

County Administrator Drake requested that the Board take action on the direction going forward.

A brief discussion ensued clarifying what would need to be done on the project and in what order.

**SUPERVISOR MINOR MOVED** to authorize staff to move forward on the proposed realignment project for Planet Ranch Road, including additional topography, engineering, legal description, and meeting with BLM to determine an environmental assessment completion in a shorter time frame. Motion seconded by Chairman Irwin.

Vice-Chairman Wilson inquired if these costs would be covered by the Highway User Funds (HURF).

Public Works Director Simmons indicated HURF funds would be applicable to this project.

**MOTION PASSED UNANIMOUSLY**, including the vote by Vice-Chairman Wilson.

**Approve County Attorney RICO Sub Account Expenditures - *County Attorney***

Chief Deputy County Attorney Dooley explained that any expenditure of funds from Racketeer Influenced & Corrupt Organizations (RICO) funds not provided in the budget must be submitted for approval by the Board. He requested authorization for payment of the expenditure for RICO consulting services in the amount of \$4,987.55.

**SUPERVISOR MINOR MOVED** to approve County Attorney RICO Sub Account expenditure (237) in the amount of \$4,987.50 for FY2020 RICO consulting July 2019 through June 30, 2020, with Karen Ziegler, and approve the transfer of funds to County Attorney RICO expense Fund (288). Motion seconded by Chairman Irwin, passed unanimously, including the vote by Vice-Chairman Wilson.

**Discussion and possible action to approve the La Paz County Job Description Catalog with classification changes - *Human Resources***

Human Resources (HR) Director Frantz gave a PowerPoint presentation regarding the newly created La Paz County Job Description Catalog. She spoke at length on the history and reason for the catalog, adding that a committee was formed to work on its creation and discussed the methods used, noting department specific job descriptions and template details.

Discussion ensued regarding changes she recommended to some positions, particularly from non-exempt to exempt positions, noting that going forward the departments can begin employment evaluations.

Chairman Irwin thanked all those that were involved in this project.

County Administrator Drake concurred, noting that the project was a tremendous amount of work, recognizing HR Director Frantz; Sherry Page, Senior Accounting Clerk for HR; and Julianna Bowman, Executive Assistant for the Board of Supervisors; and two temporary employees in HR, for their time and effort assisting with the project.

**SUPERVISOR MINOR MOVED** to approve the La Paz County Job Description Catalog with classification changes, herein repealing and replacing any prior job descriptions adopted, approved or used by any department, department head, elected official, supervisor, manager or county employee. Motion seconded by Chairman Irwin, passed unanimously, including the vote by Vice-Chairman Wilson.

**Discussion and possible action regarding the Compensation Plan for County employees - *Human Resources***

Human Resources Director Frantz presented at length the Compensation Plan for County Employees in a PowerPoint presentation. She explained the history of the need for the compensation plan, noting that it would be tied to job performance, and addressed a compensation policy with regard to equity pay, internal/external equities, and "true-up" wages.

She discussed benchmark averages and noted that the County was approximately 20% lower on wages; however, not on all positions.

Supervisor Minor expressed that he felt that to "true-up" wages would be the first order of compensation and wanted to know what the total cost would be to consider during the budget process.

Vice-Chairman Wilson thanked HR Director Frantz for her presentation and the work done on this subject.

Chairman Irwin concurred.

**Adjournment**

Chairman Irwin adjourned the meeting at 11:18 a.m.

APPROVED:

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Holly Irwin, Chairman

ATTEST:

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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:** #11145875, AT&T Mobility, \$3,723.49; #11145879, Bouse Chamber of Commerce, \$2,000; #11145881, Cintas Fire, \$5,250.97; #11145882, Colorado River Funeral, \$1,770; #11145886, Davis Building Supply, \$3,596.1; #11145889, FX Turf Specialists, \$5,120. #11145893, Jones, Skelton & Hochuli, \$1,923; #11145896, La Paz Regional Tourism, \$1,000; #11145897, Mainline Welding, Inc., \$5,468.75; #11145899, Michelle Smith, \$1,382.50; #11145915, Staples Credit Plan-Dept., \$2,078.26; #11145916, Stephen Mauro, \$2,548; #111445917, Suddenlink Communications, \$5,374.96; #11145922, West Payment Center, \$1,950.88; #11145923, All Covered, \$38,393.19; #11145924, Altura Communication, \$2,959.20; #11145925, Amazon, \$2,486.75, #11145926, APS, \$33,089.12; #11145927, Arizona Department of Revenue, \$6,468.06; #11145928, B & H Photo-Video Remittance Processing, \$2,330.52; ##11145934, Desert Mountain Corp., \$7,758.79; #11145936, Dorn Policy Group, Inc., \$3,000; #11145938, Frontier, \$1,867.28; #11145941, Havasu Customs, Inc., \$1,328.18; #11145944, Jim Thurman, \$1,996; #11145946, JP Morgan One Card, \$37,029.58; \$4,623; #11145947, Knowledge Capital Alliance, Inc., \$1,000; #11145948, Konica Minolta Bus. Solutions, \$27,012.35; #11145949, La Paz Solar LLC, \$1,939.24; #11145954, Parker Auto & Marine, \$2,645.04; #11145956, Pitney Bowes Global Fin Svc, \$1,513.66; #11145961, Provision, \$1,474.18; #11145967, Simplot Partners, \$3,167.72; #11145972, Titleist, \$2,474.35; #11145973, Trinity Services Group, Inc., \$2,412.47; #11145974, Universal Police Supply Co., \$3,451.25; #11145985, Emerald Canyon-Petty Cash, \$1,787.45; #11145987, Gregory J. Ramey, MSW, LCSW, \$1,028.40; #11145993, River Impact Construction, Inc., \$1,395; #11145994, Ronald Parker, MD, \$1,240; #11145997, TAMCO, \$10,954.54; #11145998, White Sheet Free Shopping Guide, \$1,060.80; #11146000, Arizona Auditor General, \$12,700; #11146004, AZLGEBT, \$216,414.03; #11146010, Colorado River Communications, \$1,624.36; #11146011, Dave's Commercial Service, \$2,960; #11146017, Investigative Professional Services, \$2,970; #11146027, Parker Oil Products, Inc., \$8,634.70; #11146033, Ruffner Law PLLC, \$11,635; #11146035, Laurence Schiff, MC, \$3,000; #11146041, Sunedison c/o DG Solar Lease, LLC, \$5,313.95; #11146043, TDS Telecom, \$1,1771.73; #11146044, Thomson Reuters-West, \$1,384.12; #11146046, Trinity Services Group, Inc., \$10,281.03; #11146048, Vederman law Office, PLLC, \$5,000; #11146050, Whitney & Whitney, PLLC, \$5,404.33; #11146055, La Paz County Payroll, \$6,602; #11146075, Mainline Welding, Inc., \$4,461.25; #11146078, MCI, \$1,503.75; #11146081, Reddy Ice, \$1,486.53; #11146085, Shamrock Foods Co., \$1,168.67; #11146085, Shamrock Foods Co., \$1,168.67; #11146087, Specialty Tires, \$2,012.59; ##11146093, BOK Financial, \$152,479.07; #11146094, Western Alliance Bank, \$466,515.50; #11146095, 88 Tactical, \$1,350; #11146096, Absolute Mechanical, LLC, \$6,147; #11146102, APEX Software, \$1,230; #11146105, AZ Counties Insurance Pool, \$2,040; #11146107, Bouse Fire District, \$1,249.43; #11146109, Buckskin Fire Department, \$22,164.39; #11146115, CNS Bus Forms, \$2,551.08; #11146118, Coverttrack Group, Inc., \$2,155.60; #11146128, Election Systems & Software, \$17,215.68; #11146130, Emerald Canyon-Petty Cash, \$1,109.45; #11146139, Judith A.. Bender, \$6,150; #11146148, Mike's Contracting, Inc., \$17,452.57; #11146150, Northland Invesitagations, LLC, \$1,125; #11146153, Parker Fire District, \$6,527.81; #11146156, Parker Towing & Storage, \$4,048; #11146159, Precision Striping, Inc., \$3,263; #11146162, Quartzsite Fire District, \$10,222.91; #11146165, Rescue Gear, \$4,850; #11146173, Senergy Petroleum, \$16,588.90; #11146176, Simpson Norton Corp., \$2,918.50; #11146183, The Master's Touch, LLC, \$2,050; #11146190, Walker & Armstrong, \$2,984; #11146193, West Payment Center, \$1,783.63; #11146194, Willdan Engineering, \$2,755.