

**MINUTES
OF THE
LA PAZ COUNTY BOARD OF SUPERVISORS
Monday, June 20, 2016, 10:00 a.m.
Regular Meeting**

Chairman Irwin called the June 20, 2016, 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, Supervisor Wilson, Supervisor Clapperton, County Administrator/Clerk of the Board Field, Deputy County Attorney Buckelew, IT Director Settles; Public Defender Field, Facilities Maintenance Supervisor Harder; Human Resource Director Frantz; Elections Director Scholl; Parks Director Prefling; Finance Director Mancuso; Community Development Administrator Yackley; Assessor Schuler; and Executive Assistant Reeves.

Chairman Irwin led the Pledge of Allegiance followed by the Invocation given by Deacon Roger Yoder of the Messiah Lutheran Church.

Current Event Summary

County Administrator Field gave an update on the “refunding” of the Yakima Bonds; or the “resale” of them at a lower interest rate. He reported that the overall savings would be at approximately \$7.9 million, represented by a ten-year earlier payoff of the loan, at year 2025 or earlier.

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

County Administrator Field presented for approval Consent Agenda Items #4(a) through #4(m).

4(a) Approval of Minutes

Approve the minutes of the Monday, June 6, 2016, 10:00 a.m. regular meeting, and Monday, June 6, 2016, 1:30 p.m. worksession.

4(b) Approval of Payroll

Approve May 29, 2016, through June 11, 2016, gross payroll, as presented, in the amount of \$422,826.60, plus employer benefit contributions of \$100,992.13, for a total of \$523,818.73, including handwritten warrants.

4(c) Approval of Demands

Approve the demands, as presented, for FY2015/2016, in the amount of \$421,092.04, including handwritten warrants.

4(d) Approve to appoint the position of Chief Probation Officer, a budgeted position – Superior Court (Replacement)

Approve to promote Tyson Ross, Probation Adult Division Supervisor, to the position of Chief Probation Officer, retroactive to May 30, 2016, at an annual salary of \$90,000 (M003), a budgeted position.

4(e) Approve to appoint the position of Deputy County Attorney II, a budgeted position – County Attorney (Replacement)

Approve to appoint Joshua C. Smith to the position of Deputy County Attorney II, effective June 27, 2016, at an annual salary of \$60,677.76 (E017, Step 5), funded by the Drug, Gang, Violent Crime Grant #385, with a match from RICO account #277; a vacant budgeted position.

4(f) Approve to appoint the position of Public Defender III, a budgeted position – Public Defender (Replacement)

Approve to appoint Robin Kidd Auld to the position of Public Defender III, effective June 30, 2016, at an annual salary of \$80,790.53 (E021, Step 12); a vacant budgeted position.

4(g) Approve to re-appoint Hal Collett as board member to the Public Safety Personnel Retirement System (PSPRS), La Paz County Sheriff's Department Local Retirement Board, to fill a civilian position, retroactive from May 16, 2016, through September 6, 2019 – Board of Supervisors

Removed from the Consent Agenda for discussion and separate action.

4(h) Approve Arizona Criminal Justice Commission Drug (ACJC), Gang and Violent Crime Grant, FY 2017 Cycle 30 Award, #DC-17-026, effective July 1, 2016, terminating June 30, 2017, in the amount of \$66,480, with a grant match of \$16,620, funded by RICO account #277 – County Attorney

Approve Arizona Criminal Justice Commission Drug (ACJC), Gang and Violent Crime Grant, FY 2017 Cycle 30 Award, #DC-17-026, effective July 1, 2016, terminating June 30, 2017, in the amount of \$66,480, with a grant match of \$16,620, funded by RICO account #277.

4(i) Approve Arizona Criminal Justice Commission Drug (ACJC), Victim Assistance Program Grant Agreement No. VA-17-023, in the amount of \$24,959, effective July 1, 2016, and terminating June 30, 2017 – County Attorney

Approve Arizona Criminal Justice Commission Drug (ACJC), Victim Assistance Program Grant Agreement No. VA-17-023, in the amount of \$24,959, effective July 1, 2016, and terminating June 30, 2017.

4(j) Approve Western Arizona Council of Governments (WACOG) Area Agency on Aging contract #E72-1612647-201-01-17 for transportation services, effective July 1, 2016, through June 30, 2017, providing \$104,609; and authorize the Health Director to sign related documents – Health

Approve Western Arizona Council of Governments (WACOG) Area Agency on Aging contract #E72-1612647-201-01-17 for transportation services, effective July 1, 2016, through June 30, 2017, providing \$104,609; and authorize the Health Director to sign related documents.

4(k) Approve SFY 2016 Contract Amendment #1 of the Western Arizona Council of Governments (WACOG) AAA Transport Contract #E86-0445604-401-01-16, increasing the required matching funds from in-kind services and other funding sources, at no cost to the County; and authorize the Health Director to sign related documents – Health

Approve SFY 2016 Contract Amendment #1 of the Western Arizona Council of Governments (WACOG) AAA Transport Contract #E86-0445604-401-01-16, increasing the required matching funds from in-kind services and other funding sources, at no cost to the County; and authorize the Health Director to sign related documents.

4(l) Approve to ratify letter to the Bureau of Land Management regarding expectations and impacts to La Paz County relating to the proposed Ten West Link Transmission Project – Board of Supervisors

Approve to ratify letter to the Bureau of Land Management regarding expectations and impacts to La Paz County relating to the proposed Ten West Link Transmission Project.

4(m) Approve departmental requests for extension of accrued vacation leave for FY 2015/2016 – Board of Supervisors.

Removed from the Consent Agenda for discussion and separate action.

Supervisor Clapperton requested that Items #4(g) and #4(m) be removed from the Consent Agenda for discussion.

SUPERVISOR WILSON MOVED to approve Consent Agenda Items #4(a) through #4(m), excluding items #4(g) and #4(m). Motion seconded by Supervisor Clapperton, passed unanimously.

4(g) Approve to re-appoint Hal Collett as board member to the Public Safety Personnel Retirement System (PSPRS), La Paz County Sheriff's Department Local Retirement Board, to fill a civilian position, retroactive from May 16, 2016, through September 6, 2019 – Board of Supervisors

Supervisor Clapperton asked if the vacant Board position had been posted publically for applicants.

Supervisor Wilson, as Chairman of the PSPRS Board, stated that the four-year term position held by Mr. Collett and approved by the Board of Supervisors was expiring; and he had asked Mr. Collett if he wished to serve another four-year term. He added that the position is one of two appointed from among the public by the Chairman of the PSPRS for staggered terms, and the positions have no fiduciary responsibilities. He added that their primary function is to manage and approve retirements, “the drop system”, and review medical requests for retirement; and there was no mandate for the public posting of open positions.

SUPERVISOR CLAPPERTON MOVED to approve the reappointment of Hal Collett as board member to the Public Safety Personnel Retirement System (PSPRS), La Paz County Sheriff’s Department Local Retirement Board, to fill a civilian position, retroactive from May 16, 2016, through September 6, 2019. Motion seconded by Supervisor Wilson, passed unanimously.

4(m) Approve departmental requests for extension of accrued vacation leave for FY 2015/2016 – Board of Supervisors

Supervisor Clapperton asked County Administrator Field why so many employees were carrying over their vacation leave. He read the policy from the La Paz County Employment Manual regarding accumulated annual leave.

County Administrator Field explained that some departments are small and are unable to permit leave; while other departments have only certain “down” times in which leave can be taken. He added that departments, such as the Sheriff’s Department, also accrue considerable comp time, which must be used first.

He stated that annual leave is earned while working; and a “use it or lose it” policy is difficult if there are not enough employees to be able to spare them for vacation leave.

Supervisor Clapperton stated that he did not want to see any employee docked of their earned vacation leave due to these circumstances; and the “burden” of the handbook policy rests on the “appointing authority”, or the department head. He added that he felt that leave time needed to be better managed and/or evaluated for a best outcome.

A brief discussion ensued concerning the issue of accrued leave in the Departments, particularly the Sheriff’s Department, and the need to revise County policy forthwith.

Supervisor Wilson reiterated that vacation leave needs to be better managed in order that employees can benefit from time off their jobs.

SUPERVISOR CLAPPERTON MOVED to approve departmental requests for extension of accrued vacation leave for FY 2015/2016. Motion seconded by Supervisor Wilson, passed unanimously.

Chairman Irwin recessed the Board of Supervisors and convened the Jail District Board of Directors at 10:19 a.m.

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

County Administrator Field presented for approval Jail Consent Agenda Items #5(a) and #5(b).

5(a) Approval of Jail District Payroll

Approve May 29, 2016, through June 11, 2016, gross payroll, as presented, in the amount of \$64,020.98, plus employer benefit contributions of \$25,63.53, for total of \$78,254.39, including handwritten warrants.

5(b) Approval of Jail District Demands

Approve the Jail District demands as presented, for FY2015/2016, in the amount of \$30,165.90, including handwritten warrants.

SUPERVISOR WILSON MOVED to approve Jail Consent Agenda Items #5(a) and #5(b). Motion seconded by Supervisor Clapperton, passed unanimously.

Chairman Irwin recessed the Jail District Board of Directors and reconvened the Board of Supervisors at 10:20 a.m.

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

Adopt Resolution No. 2016-13, cancelling all Precinct Committeeman races for the August 30, 2016 Primary Election and appoint candidates who filed for Precinct #54, Jay Clagg; Precinct #58, Ed Foster, Russell Sias and Patricia Workman; and Precinct #64, Jennifer Jones – Elections

Elections Director Scholl presented for adoption Resolution No. 2016-13, cancelling all Precinct Committeeman races for the August 30, 2016, Primary Election and appoint candidates who filed for Precinct #54, Jay Clagg; Precinct #58, Ed Foster, Russell Sias and Patricia Workman; and Precinct #64, Jennifer Jones.

He explained that statute allowed the Board to cancel elections and appoint candidates if the number of candidates is equal to or less than the number of positions open.

SUPERVISOR WILSON MOVED to adopt Resolution No. 2016-13, cancelling all Precinct Committeeman races for the August 30, 2016, Primary Election and appoint candidates who filed for Precinct #54, Jay Clagg; Precinct #58, Ed Foster, Russell Sias and Patricia Workman; and Precinct #64, Jennifer Jones. Motion seconded by Supervisor Clapperton, passed unanimously.

Tax Roll Corrections – Assessor

Assessor Schuler presented for approval eight (8) tax roll corrections for the net amount of -\$6,233.80 as follows:

#2013.TRC.462S10	-\$198.50	#2014.TRC.486S2	-\$2,976.96
#2014.TRC.462S13	-\$196.34	#2015.TRC.462S16	-\$195.88
#2015.TRC.462S17	-\$848.46	#2015.TRC.462S18	-\$156.02
#2015.TRC.486S1	-\$28.10	#2015.TRC.486S3	-\$1,633.54

CHAIRMAN IRWIN MOVED to approve eight (8) tax roll corrections for the net amount of -\$6,233.80 as presented by Assessor Schuler. Motion seconded by Supervisor Wilson, passed unanimously.

Approve to revise Tax Roll Corrections from the May 16, 2016, regular meeting – Assessor

Assessor Schuler requested revision of Tax Roll Corrections approved at the May 16, 2016, regular meeting for a total of -\$2,913.72. She explained that one of the corrections was duplicated (#2014.TRC.460S2 for -\$95.60), so that amount approved previously needed to be revised.

SUPERVISOR WILSON MOVED to approve revision of Tax Roll Corrections from the May 16, 2016, regular meeting, (deleting duplication of #2014.TRC.460S2 for -\$95.60) for a total of -\$2,913.72. Motion seconded by Supervisor Clapperton, passed unanimously.

Approve a pet fee for La Paz County Parks – Parks

Parks Director Prefling requested approval for a \$20 pet fee for the La Paz County Parks.

He stated that, rather than collecting a deposit for pets, it is proposed to implement a pet fee instead.

Supervisor Clapperton requested more information than was presented in the packet of information received that would justify the \$20 fee.

Park Director Prefling stated that there is a substantial amount of paperwork involved in ledgering deposits received, as well as the costs in the realm of \$1,000 to \$1,200 a year associated with the “dog pods” provided visitors. He added that a “tremendous” amount of time is taken from staff to cleaning up after dogs by those that prove less reliable in the care of their pets.

Supervisor Wilson asked what the fee per person was in the park.

Park Director Prefling stated that the fee per person a night was \$14; while holiday weekends were substantially higher. He was not sure how many deposits were taken in annually.

Supervisor Wilson stated he was attempting to find out whether the administrative costs regarding pets were more equal to the amounts that would be collected.

A brief discussion ensued regarding the costs and work involved by staff to upkeep visitor’s pets and the unknown number of other visitors that come into the park with their pets on a daily basis. It was noted that the Parks needed to be maintained and supported by its operations and not by taxpayer funds.

Park Director Prefling stated that there was no way of quantifying the number of hours required by staff to deal with pet issues in the Park. He felt it more than exceeded any charge he was requesting over and above the dog pod expenditures.

SUPERVISOR CLAPPERTON MOVED to continue the request for a pet fee for the La Paz County Parks to the Tuesday, July 5, 2016, regular meeting, for additional information justifying the fee. Motion seconded by Supervisor Wilson, passed unanimously.

Approve to award Publishing and Advertising Bid for FY 2016/2017 – Board of Supervisors

County Administrator Field presented for approval the bid award for the Publishing and Advertising Bid for FY 2016/2017. He stated that the amounts were unchanged from the previous year at \$3.48 per column inch by email, or \$3.86 per column inch by fax or mail for Legal Ads; \$4.69 per column inch by email, or \$5.15 per column inch by fax or mail for Display/Classified Ads.

SUPERVISOR CLAPPERTON MOVED to approve award of the Publishing and Advertising Bid for FY 2016/2017 to sole bidder Today’s News Herald/Parker Pioneer as follows: \$3.48 per column inch by email, or \$3.86 per column inch by fax or mail for Legal Ads; \$4.69 per column inch by email, or \$5.15 per column inch by fax or mail for Display/Classified Ads. Motion seconded by Supervisor Wilson, passed unanimously.

Approve request by the La Paz County Fair Association to conduct races at Turf Paradise during years 2018 – 2020 – Board of Supervisors

County Administrator Field, on behalf of the La Paz County Fair Association, requested approval to conduct races at Turf Paradise for the years 2018 - 2020. He stated that the revenues received shared with Turf Paradise would help fund the Fairs.

CHAIRMAN IRWIN MOVED to approve request by the La Paz County Fair Association to conduct races at Turf Paradise during years 2018 – 2020. Motion seconded by Supervisor Wilson, passed unanimously.

Approve purchase of Microsoft Office Pro Plus 2016 licensing package upgrade in the amount of \$30,687.52, an unbudgeted item – IT

IT Director Settles requested approval to purchase a Microsoft Office Pro Plus 2016 licensing package upgrade from the Microsoft 2003 currently used. He stated that Microsoft is terminating support of the Windows 7 operating system in favor of the Windows 10, which makes it necessary for the upgrade.

He added that if this upgrade is obtained prior to July 30, 2016, it would be possible to obtain the Windows 10 without charge. He stated that the upgrade would cost \$30,687.52 for an 80-user license, and it is an unbudgeted item.

Supervisor Clapperton stated that this upgrade was “absolutely needed in order to function”.

IT Director Settles reiterated that the upgrade was necessary, and had been put off for several years because of budgetary concerns. He added that the search for funding by way of grants proved unsuccessful.

Supervisor Wilson confirmed that any security upgrades could also not be done without the upgrade and saw no other choice but to upgrade the County’s system.

IT Director Settles added that the three quotes obtained in the Board’s packet of information were all through State Contract, and the one recommended the lowest amount.

SUPERVISOR WILSON MOVED to approve purchase of Microsoft Office Pro Plus 2016 licensing package upgrade in the amount of \$30,687.52, an unbudgeted item. Motion seconded by Supervisor Wilson, passed unanimously.

The following La Paz County demands were audited, approved and ordered paid by the La Paz County Board of Supervisors: #11123238, AHCCCS State Treasurer \$17,675.00; #11123243, Arizona Association of Counties \$8,904.97; #11123247, Atkins North America, Inc. \$2,532.50; #11123251, AZ Brake & Clutch \$1,492.23; #11123253, Bachmann, Greg \$2,203.94; #11123254, Bagby, Curtis \$5,000.00; #11123256, Bankcard Center \$4,351.81; #11123262, Betty Hunter \$1,418.00; #11123266, Bob Barker Company \$2,697.16; #11123310, Emerald Canyon – Petty Cash \$2,808.55; #11123327, Glaxosmithkline Financial, Inc. \$1,055.10; #11123328, Gloria Eagle PA-C \$1,562.50; #11123334, Growers Oil Company \$5,233.27; #11123343, Honorable Robert Carter Olson \$2,907.72; #11123348, Jasper Engine & Transmission \$3,521.83; #11123353, Kimball Equipment Company \$1,258.16; #11123359, La Paz County Treasurer \$3,486.20; #11123360, La Paz Regional Hospital \$1,376.58; #11123365, LR Anderson, LLC \$1,600.00; #11123375, Mikes Contracting, Inc. \$8,222.05; #11123393, Parker Auto & Marine \$1,031.35; #11123394, Parker Funeral Home, Inc. \$1,208.00; #11123395, Parker Motor Co., Inc. \$1,992.80; #11123396, Parker Oil Products, Inc. \$6,492.37; #11123401, PCM \$1,239.10; #11123405, Pioneer Landscaping Material \$1,950.82; #11123406, Pitney Bowes \$3,266.98; #11123409, Precision Striping, Inc. \$8,728.00; #11123413, Pro Petroleum, Inc. \$12,666.62; #11123416, Quill \$5,039.00; #11123426, Radford, Michael \$3,074.04; #11123430, Redburn Tire Company \$9,387.18; #11123431, Reddy Ice \$1,556.26; #11123437, Ruffner Law PLLC \$15,562.50; #11123438, Rust’s River Glass, Inc. \$1,313.43; #11123443, Schiff, Laurence, M.D. \$1,625.00; #11123446, Shamrock Food Company \$6,569.96; #11123451, Simpson Norton Corp. \$3,257.33; #11123459, Sudden Link \$3,339.64; #11123471, Titleist \$1,161.15; #11123474, Tri-State Reporting \$1,893.00; #11123477, U.S. Foodservice, Inc. \$5,045.88; #11123481, Verizon Wireless \$3,471.65; #11123484, Waxie Sanitary Supply \$3,381.23; #11123487, Western States Petroleum \$2,974.18; #11123488, Whitney & Whitney \$4,057.50; #11123494, Yuma County Juvenile \$1,520.00; #11123498, APS \$1,483.08; #11123503, AZ Dept. of Revenue \$7,859.60; #11123513, Cobiz Public Finance \$89,797.61; #11123514, Colorado River Joint Venture \$1,378.94; #11123515, Davis Building Supply \$1,120.65; #11123518, EPoly Star, Inc. \$1,724.00; #11123523, Frontier \$16,422.18; #11123530, Henry Schein \$1,540.32; #11123543, Klopfenstein, M.D. Kevin \$1,500.00; #11123546, La Paz Solar LLC \$1,801.37; #11123547, Lakeland Marine \$1,488.73; #11123556, Parker Oil Products, Inc. \$6,482.45; #11123559, PCM \$2,654.07; #11123579, Standard & Poor’s \$19,500.00; #11123582, Strategic Management Group \$12,500.00; #11123584, Sysco Food Service \$2,895.06; #11123585, Tamco \$3,201.35; #11123586, Teamviewer \$3,982.00; #11123587, The Packaging Source \$1,207.57; #11123589, Universal Police Supply Company \$1,511.23; #11123593, Western Arizona Humane Society \$5,160.00; #11123595, Willdan Engineering \$6,580.18; #11123597, Zion Bank/Public Financial Service \$2,000.00.