

**MINUTES
OF THE
LA PAZ COUNTY BOARD OF SUPERVISORS
Monday, April 4, 2022, 10:00 a.m.
Regular Meeting**

Chairman Minor called the April 4, 2022, regular meeting of the La Paz County Board of Supervisors regular meeting to order at 10:00 a.m. Elected Officials and Department Heads present were: Chairman Duce Minor, Vice-Chairman Holly Irwin (via Zoom), Supervisor David Plunkett, County Administrator Megan Spielman, Chief Deputy County Attorney Ryan Dooley, Clerk of the Board Diane Green, Health Director Marion Shontz, Assessor Anna Camacho, Sheriff William Ponce, Elections Director Bob Bartelsmeyer, and School Superintendent Dru Wagonner.

Chairman Minor led the Pledge of Allegiance followed by the Invocation.

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

Maribel Villafana, 911 Dispatch Supervisor, stated that, after a food handler course she was taking to conduct a fund raiser, she was surprised to learn that the County does not rate restaurants. She felt this was important to do in order for the public to be assured that restaurants were clean and gave good service. She understood that it was up to the Board of Supervisors to set that up.

Chairman Minor stated that he would look into that since it was not possible to discuss it at Call to the Public.

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 Spielman introduced the newly hired Elections Director, Bob Bartelsmeyer, from Missouri, who is not new to Arizona, but relocated to be the County's new elections director.

Chairman Minor stated that there will be a meeting of the Bureau of Reclamation on "river operations" at the boat house on May 3rd.

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

- a. **Approval of Minutes of the Monday, December 20, 2021, 10:00 a.m., Regular Meeting – *Clerk of the Board***

Approve the Minutes of the Monday, December 20, 2021, 10:00 a.m., Regular Meeting.

- b. **Approve to appoint Elections Manager/Executive Assistant for the Board of Supervisors; a vacant and budgeted position - *Board of Supervisors***

Approve to appoint Bob Bartelsmeyer to the position of Elections Manager/Executive Assistant for the Board of Supervisors; effective April 4, 2022, at an annual salary of \$63,773.40, a vacant and budgeted position.

- c. **Approve to appoint the position of Elections Assistant, a vacant and budgeted position - *Elections***

Approve to appoint Laurie Thornbury to the position of Elections Assistant, effective April 4, 2022, at an annual salary of \$37,169.60 (NE020, Step 10), a vacant and budgeted position.

- d. **Approve to promote Valuation Coordinator I to the position of Valuation Coordinator II, a vacant and budgeted position - *Assessor***

Approve to promote Tiffany Wyckoff from the position of Valuation Coordinator I to the position of Valuation Coordinator II, effective April 4, 2022, at an annual salary of \$37,544, a vacant and budgeted position.

- e. **Approve to appoint the position of Maintenance Worker I for Public Works, a vacant and budgeted position - *Public Works***

Approve to appoint Terrence Holleran to the position of Maintenance Worker I for Public Works, effective April 25, 2022, at an annual salary of \$34,444.80 (NE045, Step 13), a vacant and budgeted position.

- f. **Approve to appoint the position of Deputy County Attorney II, a vacant and budgeted position - *County Attorney***

Approve to appoint Thomas Dorsey to the position of Deputy County Attorney II, effective April 11, 2022, at an annual salary of \$69,555.20 (E17, Step 8), a vacant and budgeted position.

- g. **Approve salary increase for the position of 911 Dispatch Manager, a budgeted position - *Sheriff***

Approve salary increase for Maribel Villafana, 911 Dispatch Manager, effective April 11, 2022, to \$52,915.20 (E042, Step 9), a budgeted position.

- h. **Approve the purchase of one (1) Vigilant Mobile License Plate Reader System from Vigilant Solutions/Motorola Solutions in the amount of \$19,313.27; a budgeted item reimbursed by Operation Stone Garden grant award - *Sheriff***

Approve the purchase of one (1) Vigilant Mobile License Plate Reader System from Vigilant Solutions/Motorola Solutions in the amount of \$19,313.27; a budgeted item reimbursed by Operation Stone Garden grant award.

- i. **Approve to ratify Intergovernmental Agreement with Arizona Department of Health Services Contract No. CTR059339, Senate Bill 1847 Funding \$14,500.00, effective upon signatures from both parties and to remain effective for one year from the effective date - *Health***

Approve to ratify Intergovernmental Agreement with Arizona Department of Health Services Contract No. CTR059339, Senate Bill 1847 Funding \$14,500.00, effective upon signatures from both parties and to remain effective for one year from the effective date.

- j. **Approve Docket Number CUP2022-001, APN 307-37-016D, owner James Mindy, along with his potential buyer Michael Ginther, requesting a Conditional Use Permit for an airplane runway, located at 48520 Mountain View Road, Bouse, AZ 85325. Sec 16, TWN 6N, Range 16W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022 - *Community Development***

Approve Docket Number CUP2022-001, APN 307-37-016D, owner James Mindy, along with his potential buyer Michael Ginther, for a Conditional Use Permit for an airplane runway, located at 48520 Mountain View Road, Bouse, AZ 85325. Sec 16, TWN 6N, Range 16W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022.

- k. **Approve Docket Number CUP2022-002, APN 307-37-016E, owner James Mindy; requesting a Conditional Use Permit for use of an airplane runway, located at 48580 Mountain View Road, Bouse, AZ 85325; Sec 16, TWN 6N, Range 16W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022 -Community Development**

Approve Docket Number CUP2022-002, APN 307-37-016E, owner James Mindy; for a Conditional Use Permit for use of an airplane runway, located at 48580 Mountain View Road, Bouse, AZ 85325; Sec 16, TWN 6N, Range 16W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022.

- l. **Approve Docket Number CUP2022-003, APN 307-37-016F, owner James Mindy, requesting a Conditional Use Permit for use of an airplane runway, located at 48600 Mountain View Road, Bouse, AZ 85325; Sec 16, TWN 6N, Range 16W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022 -Community Development**

Approve Docket Number CUP2022-003, APN 307-37-016F, owner James Mindy, for a Conditional Use Permit for use of an airplane runway, located at 48600 Mountain View Road, Bouse, AZ 85325; Sec 16, TWN 6N, Range 16W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022.

- m. **Approve Docket Number CUP2022-004, APN 307-37-016G, owner James Mindy, requesting a Conditional Use Permit for use of an airplane runway; located at 48660 Mountain View Road, Bouse, AZ 85325; Sec 16, TWN 6N, Range 16W; approved unanimously (5-0), by the La Paz County Planning & Zoning Commission on 03/03/2022 -Community Development**

Approve Docket Number CUP2022-004, APN 307-37-016G, owner James Mindy, for a Conditional Use Permit for use of an airplane runway; located at 48660 Mountain View Road, Bouse, AZ 85325; Sec 16, TWN 6N, Range 16W; approved unanimously (5-0), by the La Paz County Planning & Zoning Commission on 03/03/2022.

- n. **Approve Docket Number Z2022-005, APN 308-09-119, property owner Zachary Eichler, requesting to rezone from Commercial (C-2) to Manufactured Home Subdivision (MHS) to allow for residential development as well as fit in with the surrounding zoning; located at 35185 Fifth Street, Wenden, AZ 85357; Sec 32, TwN 6N, Range 12W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022 -Community Development**

Approve Docket Number Z2022-005, APN 308-09-119, property owner Zachary Eichler, for a rezone from Commercial (C-2) to Manufactured Home Subdivision

(MHS) to allow for residential development as well as fit in with the surrounding zoning; located at 35185 Fifth Street, Wenden, AZ 85357; Sec 32, Twn 6N, Range 12W; approved unanimously (5-0) by the La Paz County Planning & Zoning Commission on 03/03/2022.

- o. **Approve to adopt Proclamation No. 2022-03, proclaiming April 2022 as "County Government Month" - Board of Supervisors**

Approve to adopt Proclamation No. 2022-03, proclaiming April 2022 as "County Government Month" .

- p. ***Sitting as the Jail District Board of Directors:***

- a. **Approve to appoint the position of Jail Sergeant, a vacant and budgeted position**

Approve to appoint Norma Jones to the position of Jail Sergeant, effective April 5, 2022, at an annual salary of \$41,225.60 (L06, Step 1), a vacant and budgeted position.

SUPERVISOR PLUNKETT MOVED to approve Consent Agenda Items #5(a) through #5(p). Motion seconded by Vice-Chairman Irwin, passed unanimously, including the vote by Chairman Minor.

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

Discussion and possible action for Chair to nominate two (2) citizens to the Corrections Officer Retirement Plan (CORP) Local Board - County Attorney/Board of Supervisors

Chairman Minor stated he would nominate Dan Staats and D. L. Wilson as citizen members to the CORP, and expressed that to be the motion.

CHAIRMAN MINOR MOVED to appoint Dan Staats and D. L. Wilson as citizen members to the Corrections Officer Retirement Plan (CORP) Local Board.

Chief Deputy County Attorney Dooley stated that the terms would be staggered; therefore, Dan Staats could be position #1 and D. L. Wilson could be position #2, and would be informed which term was which.

MOTION SECONDED by Supervisor Plunkett, passed unanimously, including the vote by Vice-Chairman Holly Irwin.

Presentation: La Paz County Quarterly Finance Report - *Finance*

County Administrator Spielman announced the presence of the team of consultants that would be presenting the second quarter finance report; Vanessa Burke, Jacob Graham, Russell Branson, and Jay Parke.

Vanessa Burke gave a presentation, noting taxes were good and that they would continue to be monitored. She noted that the over payment of the sales tax from the Yakima judgment would go back to the taxpayers. There was 51.6% available spending available and the County was holding tight to the budget. She detailed at length the PowerPoint General Fund Analysis of Revenues and Expenditures, with the Budget-to-Actual expenditures, Year to Date.

Russ Brandon gave a labor report, budget vs. actual, noting a savings; however, this was due to vacancies, which was at 16%; and noted the vacancies were mainly with Public Works and the Sheriff's Department. He noted overtime was been covered by the vacancy savings. He added that the Parks Department was in a good position, and he was working on the Golf Course to see if there were any improvements there.

Ms. Burke stated that the report on labor indicated that things were working. She stated that labor was the biggest expenditure and controllable item; however, monitoring both the vacancies and recruitment is important.

She gave a report on the Jail expenditures noting that they are less than expected due to the vacancies. She gave a "snapshot" of the Parks, Golf Course, Landfill and Solar funds and schedules.

County Administrator Spielman thanked the finance team for their work. She noted various accomplishments these past months; among them were: the staffing of the Finance Department; the reconciliation of credit cards, eliminating past due and duplicate payments; noting changes to the Visions process have been helpful; accurate paychecks are issued, and the Public Safety Personnel Retirement System (PSPRS) called to say that the County's admissions were timely and correct. She added that all grants are being recorded in Visions; and there have been resolutions to the cash situations. She stated that the County is overall in a much better position over these past months and it did not take as long as she thought it would.

Chairman Minor thanked the staff and the leadership by the County Administrator. He "loved" all the accomplishments listed by the County Administrator over this past year.

Vice-Chairman Irwin stated that she had no questions, and thanked the financial team for the presentation.

La Paz County FY23 Medical Insurance Premiums - *Human Resources*

County Administrator Speilman stated that she had attended the annual conference regarding the County's medical insurance and reported that the trustees approved a rate increase. She stated she worked with consultant Russ Branson on a PowerPoint, which she presented. She recommended Option #2, in which the County would absorb the employee portion, adding an additional \$28,084 for the year, which would vary depending on the number of employees and health plans chosen.

VICE-CHAIRMAN IRWIN MOVED to approve the La Paz County FY23 Medical Insurance Premium, choosing Option #2. Motion seconded by Supervisor Plunkett, passed unanimously, including the vote by Chairman Minor.

Adjournment

Chairman Minor adjourned the meeting at 10:54 a.m.

APPROVED:

Duce Minor, Chairman

ATTEST:

Diane Green, Clerk of the Board