

NOTICE OF REGULAR MEETING OF TOWN OF PARKER COMMON COUNCIL

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Town of Parker and to the general public that the Parker Common Council will hold a Regular Meeting, open to the public, at Parker Town Hall at 1314 11th Street on February 7, 2023 at 6:00 p.m.
The agenda for the meeting is as follows:

Please fill out a "Request to Speak" form if you wish to address the Council at "Call to the Public" on any agenda item

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MINUTES

**TOWN OF PARKER COMMON COUNCIL
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
1314 11th STREET
TUESDAY, February 7, 2023 6:00 P.M.**

CALL THE REGULAR MEETING TO ORDER: Mayor Hartless called the meeting to order at 6:00 PM

ROLL CALL OF COUNCIL: Mayor Hartless, Vice Mayor Lucas, Council Member Shontz, Council Member Daniels, Council Member De Leon, Council Member Hooper, Council Member Wooddell

Staff: Interim Town Manager Charlie Cassens, Finance Manager Megan Poe, Chief of Police Michael Bailey, Public Works Director Steve Ziegler, Community Development Director Nora Yackley, Town Clerk Amy Putnam, Library Manager Tracy McConnell, Christina Estes-Werther Town Attorney

Others Present: Michael Kelly, Casey Haaker, Paul Olsen, Mesena Gilbert, Carissa Hartless-Walrod, Annalizza Hartless-Walrod, Ashley Bonds, Melissa Newton, John Gutekunst, Janet Carlson, Julie Labeledz, Zafer Genc, Barb Clark,

INVOCATION: Given by Ashley Bonds

PLEDGE OF ALLEGIANCE: Given by all in attendance

PRESENTATION: Commendation of Service Presented by Tracy McConnell, Library Manager

Library Manager Tracy McConnell presents Janet Carlson with a certificate of appreciation for her time on the Library Advisory Board. Janet thanks everyone, pictures are taken.

PROCLAMATION: La Paz Regional Hospital 50th Anniversary

Zafer Genc La Paz Regional Hospital CEO reads the proclamation, pictures are taken.

PROCLAMATION: Career and Technical Education Month

Paul Olsen Parker Unified School District Assistant Superintendent reads the proclamation, pictures are taken.

CALL TO THE PUBLIC:

If you wish to address the Council during this meeting, please read and fill in the information on the "Call to the Public" form and hand it to the Town Clerk. Please limit your comments to a maximum of **3-minutes**.

There was one call to the public presented to the clerk.

Mesena Gilbert on behalf of the library advisory board supports having a 5 member board as opposed to a 7 member board. She notes the board has a problem with having a quorum present with 7 members.

CONSENT AGENDA:

All items in the Consent Agenda are considered to be routine or have been previously reviewed by the Council, and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. If requested, the item will be removed from the Consent Agenda for separate discussion and action.

Approve the following:

- a. Special Meeting/Executive Session Meeting Minutes of October 18, 2021 (absent CM De Leon)
- b. Special Worksession/Regular Council Meeting Minutes of October 19, 2021 (absent CM De Leon)
- c. Special Meeting/Executive Session Meeting Minutes of January 10, 2022
- d. Regular Council Meeting Minutes of July 19, 2022
- e. Regular Council Meeting Minutes of December 20, 2022 (absent CM De Leon)
- f. Regular Council Meeting Minutes of January 3, 2023
- g. Special Council Meeting/Strategic Planning Session Minutes of January 11, 2023
- h. 8th Annual Dr. Suess' Birthday Celebration street closure March 2, 2023 12:00 PM to 6:30 PM see map
- i. Annual Healthy La Paz Community Health Expo street closure April 1, 2023 7:00 AM to 2:00 PM see map

MOTION: To Approve Consent Agenda Items a-i
BY: CM Shontz
SECOND: CM De Leon
VOTE: With all others in favor the motion passed

REGULAR AGENDA:

Discussion and possible action on the following item(s)

1. Discussion and Action to Approve/Deny Appointment of Barbara Clarke, Kimberly Meale, Carissa Hartless-Walrod, Zachary Kom as regular members of the Library Advisory Board and Shelly Arora, and Kristen Nelson as alternate members of the Library advisory Board

Tracy McConnell, Library Manager

Tracy McConnell, Library Manager requests council to approve the appointment of 4 new regular members and 2 alternates to the Library Advisory Board. There is discussion on the size of the board.

MOTION: To Approve Appointment of Barbara Clarke, Kimberly Meale, Carissa Hartless-Walrod, Zachary Kom as regular members of the Library Advisory Board and Shelly Arora, and Kristen Nelson as alternate members of the Library advisory Board

BY: VM Lucas

SECOND: CM Daniels

VOTE: With all others in favor the motion passed

2. Discussion and Action to Approve/Deny Agreement with Delta Systems LLC to add the new Accu-Tab Chlorinator and Chlorine Analyzer to the SCADA System for \$4,643.00
Steve Ziegler, Public Works Director

Steve Ziegler, Public Works Director requests council to approve the purchase of the Accu-Tab Chlorinator Analyzer for the SCADA system control and monitoring. Steve notes the capabilities of the analyzer and shows the council the current dashboard. Mayor Hartless notes he thought the accu-tab chlorinator was new. Yes it is new this is a monitoring system that will make notification of issues easier for staff. He notes they have also had difficulty adjusting things and this will help that as well. CM Hooper asks who has water hook ups to our system in Parker South, Steve notes it is only the county and the fair. There is no further discussion.

MOTION: To Approve Agreement with Delta Systems LLC to add the new Accu-Tab Chlorinator and Chlorine Analyzer to the SCADA System for \$4,643.00

BY: CM Shontz

SECOND: CM Daniels

VOTE: With all others in favor the motion passed

3. Discussion and Action to Approve/Deny Agreement with Delta Systems LLC to add the new Programming for the Reverse Osmosis Water Purification Unit to the SCADA System for \$7,631.00

Steve Ziegler, Public Works Director

Steve Ziegler, Public Works Director requests council to approve the purchase of new programming software for the RO system. He notes this is similar to the item above, and will improve monitoring providing real time info to staff. CM Hooper notes the item is over budget, yes it is on the actual line item but the water department has other budgeted funds that will not be fully used. There is no further discussion on this item.

MOTION: To Approve Agreement with Delta Systems LLC to add the new Programming for the Reverse Osmosis Water Purification Unit to the SCADA System for \$7,631.00

BY: CM Hooper

SECOND: CM Shontz

VOTE: With all others in favor the motion passed

4. Discussion and Action to Approve/Deny Purchase of an Incline-Vac Utility Excavator from Industrial Systems for \$83,565.00

Steve Ziegler, Public Works Director

Steve Ziegler, Public Works Director requests council to approve the purchase of the Inline Vac Excavator. He notes the capabilities of the unit and the time it will save staff having to hand dig holes and vacuuming out debris and water with a shop vacuum. CM Hooper asks if the tank is metal or fiberglass? It is metal. CM Wooddell asks how often this will be used. Steve notes it will be used weekly, this item will be useful for many projects not just water leaks. CM DeLeon asks how much time will it save? Steve estimated that it will save hours in digging and vacuuming. He uses the recent water break on Highway 95 as an example. There is no further discussion on this item.

MOTION: To Approve Purchase of an Incline-Vac Utility Excavator from Industrial Systems for \$83,565.00

BY: CM DeLeon

SECOND: CM Wooddell

VOTE: With all others in favor the motion passed

5. Discussion and Action to Approve/Deny Letter of Engagement with Pierce Coleman LLC for Review and Update of Town Code and Zoning Code

Charlie Cassens, Interim Town Manager

Charlie Cassens, Interim Town Manager requests council to approve the letter of engagement with Pierce Coleman for a review and update of Town Code. He notes there are adequate funds budgeted for this item. CM Hooper asks about disbursement for travel in the contract? Christina Estes-Wherther notes she does not expect there to be any travel required for this project. CM Shontz feels this is a great idea for our attorney who represents us to make sure our town code is up to date and will be money well spent. There is no further discussion on this item.

MOTION: To Approve Letter of Engagement with Pierce Coleman LLC for Review and Update of Town Code and Zoning Code

BY: CM Hooper

SECOND: CM Shontz

VOTE: With all others in favor the motion passed

6. Discussion and Action to Approve/Deny Agreement with Desert Works Computers for Information Technology Services

Charlie Cassens, Interim Town Manager

Charlie Cassens, Interim Town Manager requests council to approve the agreement with DesertWorks Computers for IT Services. Charlie notes that we do not have a current contract in place, this contract will serve to protect the Town as well as the provider. He notes the increase in the daily rate and that the provider will have to purchase additional insurance. Discussion continues at length about the daily rate. Different department heads share their thoughts on the services provided. Discussion again continues regarding the daily rate. The term of the contract is discussed.

MOTION: To Approve Agreement with Desert Works Computers for Information Technology Services through June 30, 2023
BY: CM Hooper
SECOND: CM Wooddell
VOTE: With all others in favor the motion passed

7. Discussion and Action to Approve/Deny Resolution 02-2023 CFO Designation for the Annual Expenditure Limitation Reporting to the Arizona Auditor General's Office
Amy Putnam, Town Clerk

Amy Putnam, Town Clerk requests council to approve resolution 02-2023 for the Annual CFO Designation. This is a housekeeping item that we do every year, it simply recognizes who will be submitting the Annual Expenditure Limitation Report to the Auditor General's Office, Megan Poe Finance Manager will be submitting the reports. There is no further discussion on this item.

MOTION: To Approve Resolution 02-2023 CFO Designation for the Annual Expenditure Limitation Reporting to the Arizona Auditor General's Office
BY: Mayor Hartless
SECOND: CM DeLeon
VOTE: With all others in favor the motion passed

8. Discussion and Action to Approve/Deny Resolution 01-2023 Authorizing Check Signing Authority
Amy Putnam, Town Clerk

Amy Putnam, Town Clerk requests council to approve resolution 01-2023, she notes that this was on the last agenda and there was a little confusion with naming members. There was no official action taken at the last meeting approving this item. There is no further discussion on this item.

MOTION: To Approve Resolution 01-2023 Authorizing Check Signing Authority
BY: Cm DeLeon
SECOND: CM Shontz
VOTE: With all others in favor the motion passed

COUNCIL MEMBER/LIAISONS REPORTS WITH POSSIBLE TOPICS FOR DISCUSSION:

Chamber of Commerce and Tourism- Mayor Hartless + CM DeLeon
Joint Venture-CM Hooper + CM Shontz *Tribal Committee -Mayor Hartless + CM Daniels* *Parks & Recreation- VM Lucas + CM Daniels* *Senior Center-CM De Leon + CM Shontz* *Streets & Traffic -CM Hooper + CM Wooddell* *Library Board-CM Shontz + CM Wooddell* *WACOG- Mayor Hartless + CM Daniels* *Parker Regional Chamber of Commerce and Tourism, Directors Report*

CM Hooper attended the joint venture meeting, He notes they are working on some grants and a tank replacement.

CM DeLeon attended the Senior Center Advisory Board meeting. He notes the floor replacement at the center has been completed and they are working on a country barn dance fundraiser.

Melissa Newton, Chamber Director provides a brief overview of the chamber activities including the upcoming mixer.

ANNOUNCEMENTS:

Friday and Saturday	February 10-11, 2023	Friends of the Library Book Sale	10:00 AM - noon @ Parker Public Library
Monday	February 13, 2023	Library Advisory Board	5:15 PM
Tuesday	February 14, 2023	Parks and Recreation Committee Meeting	4:00 PM
Wednesday	February 15, 2023	Joint Venture Board	10:00 AM
Friday	February 17, 2023	2nd Annual Colorado River Crisis Services Boot and Buckles Fundraiser	7:00 PM @ VFW Post 7061
Saturday	February 18, 2023	Parker Rotary Annual Desert Dash	7:00 AM @ Cienega Springs Rd.
Tuesday	February 21, 2023	Next Regular Council Meeting	6:00 PM

Unless so noted, all meetings are held in the Council Chambers located at 1314 11th Street.

ADJOURN: Mayor Hartless adjourned the meeting at 7:17 PM

Some members of the council or the town attorney may attend the meeting either in person or by telephone conference call. Persons with a disability may request reasonable accommodation by contacting, the town clerk, (928) 669-9265, at least (72) hours before the scheduled meeting. Facilities are handicapped accessible

The council may vote to recess into an executive session which will not be open to the public, for the purpose of obtaining legal advice regarding any of the agenda items, pursuant to a.r.s. §38-431.03(a)(3).

Approve


Randy Hartless, Mayor