

NOTICE OF REGULAR MEETING OF THE 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 November 7, 2023, at 6:00 p.m. Doors open to Council Chambers at 5:30 pm for public seating. The public may be asked to temporarily relocate if an executive session occurs. The public will be invited back into Council Chambers when the Council returns from executive session.

The agenda for the meeting is as follows:

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

CALL THE REGULAR MEETING TO ORDER: Please silence or mute your electronic devices during the Council Meetings

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

Staff: Interim Town Manager/Community Development Director Nora Yackley, Town Clerk Amy Putnam, Chief of Police Michael Bailey, Public Works Director Steve Ziegler, Interim Library Director, Fenix Markel, Werther Town Attorney, Christina Estes

Others Present: Melissa Newton, John Gutekunst, Tammi Merritt, Daniel Beavers

PLEDGE OF ALLEGIANCE: Led by Mayor Hartless

INVOCATION: Deacon Daniel Beavers

PRESENTATION: Bureau of Reclamation 2024 Colorado River Basin Conditions Update, Steve Ziegler Public Works Director

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

Tammi Merritt brought the issue of parking at Blake School to the council's attention.

CHAMBER DIRECTORS REPORT: Melissa Newton

There are three upcoming events. A Ribbon Cutting at Boondocks, The Chamber Mixer, and Our Local Bazaar. Also, a big thank you to all that supported and assisted with the Taste of Parker.

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 a separate discussion of these items if a Council Member so requests. If requested, the item will be removed from the Consent Agenda for separate discussion and action.

Approve the following:

No items submitted for approval

REGULAR AGENDA:

Discussion and possible action on the following item(s)

1. Discussion and Action to Approve/Deny Purchase Agreement with Brite Computers through a Synnex Contract via a Cooperative Purchasing Agreement with National Cooperative Purchasing Alliance ("NCPA"), a subsidiary of Omnia Partners, for 6 Vehicle Mobile Data Computers

Michael Bailey, Chief of Police

Chief of Police, Michael Bailey, respectfully requests the approval to purchase six vehicle mobile data computers (mdt's) for patrol vehicles and a community development vehicle through brite utilizing a purchase agreement through Synnex Corporation's contract #01-97 with region 14 education service center and made available through national cooperative purchasing alliance (ncpa). The Parker Police Department utilizes MDT's in our patrol vehicles to allow officers to be more efficient and effective while working. This gives the officers the ability to contact records and warrants checks on individuals and vehicles. These computers will be installed in the five recently purchased patrol vehicles, the Community Development vehicle, and the School Resource Officer's vehicle. The Fiscal Impact was budgeted through the Capital project purchase for FY 2023/24. Total cost is \$44,365.33.

Motion: Approve Purchase Agreement with Brite Computers through a Synnex Contract via a Cooperative Purchasing Agreement with National Cooperative Purchasing Alliance ("NCPA"), a subsidiary of Omnia Partners, for 6 Vehicle Mobile Data Computers

By: CM Daniels

Second: CM Shontz

Vote: With all others in favor, the motion passed

2. Discussion and Action to Approve/Deny IDA Grant Request for \$6,000 to Outfit Police Department Side-by-Side Vehicle

Michael Bailey, Chief of Police

Chief of Police, Michael Bailey, respectfully requests approval to submit a grant request to the Industrial Development Authority of La Paz County in the amount of \$6,000.00 to outfit the Parker Police Department's utv the department recently acquired. The Parker Police Department recently won a Segway UTV through a raffle at the Arizona Association of Chiefs of Police Conference in September. The Police Department plans to use this vehicle as a Community Relations/Public Relations vehicle. The vehicle will be wrapped with a special decal package and have emergency lighting and a siren installed. There will be no Fiscal Impact to the Town of Parker as the IDA will issue a check to the Parker Police Department, if awarded.

Motion: Approve IDA Grant Request for \$6,000 to Outfit Police Department Side-by-Side Vehicle

By: CM Daniels

Second: CM Shontz

Vote: With all others in favor, the motion passed

3. Discussion and Action to Approve/Deny First Amendment to the Agreement with Delta Services for the Purchase of Accu-Tab Chlorinators and Chlorine Analyzers for Wells 6 and 8

Steve Ziegler, Public Works Director

Public Works Director, Steve Ziegler, respectfully requests approval to authorize staff to hire Delta Systems LLC to add the new Well 6 and 8 Accu-Tab Chlorinators and Kuntze Chlorine Analyzers to our SCADA System for control, monitoring, and alarming for \$15,065.00. On September 5, 2023, the Council approved the purchase of 2 Accutab Chlorinators along with Kuntze Chlorine Analyzers for well 6 and 8. In order to properly control, monitor, and get alarm notifications, each chlorinator will need to be connected to the SCADA System. The Water Department will be responsible for installing the control wiring inside the control cabinets so Delta Systems can make the final connections when they are scheduled to do the work. Fiscal Impact is as follows: The funds to pay for this request will come from the approved FY 2023/24 Water Department Capital Improvement Budget where \$100,000.00 was budgeted for miscellaneous Water Infrastructure Projects. If approved, the balance of which will be \$47,243.00. Council Member, Dusty Wooddell asked, why do we use tablets? Public Works Director, Steve

Ziegler responded, "Tablets are safer and we don't have to store them." He then proceeded to give an overview of how the chlorinator system works.

Motion: Approve First Amendment to the Agreement with
Delta Services for the Purchase of Accu-Tab
Chlorinators and Chlorine Analyzers for Wells 6 and 8
By: CM Daniels
Second: CM Shontz
Vote: With all others in favor, the motion passed

4. Discussion and Action to Approve/Deny Agreement with Triple H Parts Supply Inc. (doing business as NAPA Auto Parts) for the Purchase of a Challenger Lift for Public Works Auto Shop

Steve Ziegler, Public Works Director

Public Works Director, Steve Ziegler, respectfully requests approval to authorize staff to purchase a Challenger Lift Model VLE-10 from Napa Auto Parts for \$7,472.35. On September 20, 2023, while a Parker Police Department vehicle was being lifted, with the current 9,000 pound lift, a cylinder blew on the right side. The vehicle was not damaged and no injuries occurred, but staff was traumatized by the incident. In December of 2022, during the annual inspection, the lift passed with no issues. After the incident, staff reached out to the inspection company and it was recommended that the lift be replaced, due to it being over 25 years old, instead of repairing it. Staff received a proposal from the lift inspection company, Arizona Automotive Equipment, for a Challenger Lift Model VLE-10, as a replacement, for \$7,334.52, Napa Auto Parts for \$7,472.35, and O'Reilly Auto Parts for \$7,906.89. Although the Napa Auto Parts bid is not the lowest bid, the Town would benefit by the lift being purchased through a local store and would also benefit from the tax received by purchasing it through them instead of Arizona Automotive Equipment. The fiscal impact is that this lift was not budgeted so staff would need to use a portion of monies for the Shop Metal Siding Replacement and Insulation Project where we budget \$45,000.00 for the FY 2023/24 Capital Improvement Plan.

Motion: Approve Agreement with Triple H Parts Supply
Inc. (doing business as NAPA Auto Parts) for
the Purchase of a Challenger Lift for Public
Works Auto Shop
By: CM Wooddell
Second: CM Daniels
Vote: With all others in favor, the motion passed

5. Discussion and Action to Approve/Deny Purchase of a New Book Drop for the Parker Public Library

Fenix Markel, Interim Library Manager

Interim Library Manager, Fenix Markel, respectfully requests approval for the purchase of a new book drop. The current book drop is close to 50 years old, deteriorating, is not

weather proofed, and is damaging our books and DVDs. The new book drop would be weather proofed, made out of aircraft grade aluminum, ADA compliant, can hold up to 560 books, and will have an anti-graffiti clear coat finish. The fiscal impact is that \$7,500.00 was budgeted in the FY 2023/24 fiscal budget. The book drop from the Library Store would cost \$6,184.95 plus \$512.16, totalling \$6,697.11.

Motion: Approve Purchase of a New Book Drop for the Parker Public Library
By: CM Daniels
Second: CM Shontz
Vote: With all others in favor, the motion passed

6. Discussion and Action to Approve/Deny Resolution 17-2023 approving and authorizing the IGA between the Town and the Arizona Department of Revenue for the administration, collection, audit, and licensing of various taxes.
Nora Yackley, Interim Town Manager/Community Development Director

Interim Town Manager/Community Development Director, Nora Yackley, respectfully requests approval of an Intergovernmental Agreement between the Town of Parker and the Arizona Department of Revenue regarding the uniform administration, licensing, collection, and auditing of transaction privilege tax, use tax, severance tax, jet fuel excise and use tax, and rental occupancy taxes imposed by the State or cities or towns. Local Transaction Privilege Tax (TPT) Administration is governed by A.R.S. 42-6001. This statute requires the Arizona department of Revenue (ADOR) to administer the transaction privilege and use taxes imposed by all cities and towns and to enter into an intergovernmental agreement (IGA) with each city and town to clearly define the working relationship between the ADOR and Arizona cities and towns. This IGA establishes the framework for collaboration between the Department and the cities and towns for every aspect of TPT administration. It provides principles, requirements, and responsibilities of both the City/Town and the Department, and it defines the many specific operational processes related to tax collection, the protection of taxpayer confidentiality, and information security. The 2023 IGA replaces the 2019 IGA and represents a complete rewrite of the prior Agreement. Great emphasis was placed on improving the thoroughness and consistency of the Agreement, as well as, minimizing the need to look through multiple sections to answer a single question or resolve a specific issue. There is no fiscal impact to the City or Town.

Motion: Approve Resolution 17-2023 approving and authorizing the IGA between the Town and the Arizona Department of Revenue for the administration, collection, audit, and licensing of various taxes.
By: CM Wooddell
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-VM Lucas + 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*

Council Member, Daniels, spoke about an open seat with the Parks & Recreation Department. Interim Town Manager/Community Development Director, Nora Yackley, spoke about the Joint Venture and the wastewater upgrade hoping to begin construction in 5 months

ANNOUNCEMENTS:

Saturday	November 11, 2023	Town of Parker Streets and Traffic Annual Veterans Day Parade	9:00 AM @ Traditional Joshua Street Parade Route
Monday	November 13, 2023	Library Advisory Board	5:15 PM
Tuesday	November 14, 2023	Parks and Recreation	4:00 PM
Thursday	November 16, 2023	Parker Regional Chamber of Commerce and Tourism Monthly Business Mixer	5:30 PM @ Sand Bar
Saturday	November 18, 2023	Pets, Police, and Presents Hosted by Officer Maya (Free Rabies Shots)	9:00 AM @ Parker/La Paz Animal Shelter
Saturday	November 18, 2023	Parker Regional Chamber of Commerce and Tourism Local Bazaar	10:00 AM @ Western Park
Monday	November 20, 2023	Senior Advisory Board	5:15 PM
Tuesday	November 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 6:56 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

A handwritten signature in blue ink, appearing to read "Randy Hartless", is written over a horizontal line.

Randy Hartless, Mayor