

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JANUARY 6, 2021 at 6:30 P.M.

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order

Mayor Dee Jenkins called the meeting to order at 6:30 p.m.

2. Roll Call

Mayor Dee Jenkins, Vice Mayor Joe Butner (zoom), Councilor Bill LeBeau, Councilor Robin Whatley (zoom), Councilor Jackie Baker, Councilor Jesse Murdock (zoom) and Councilor Cris McPhail (zoom) are present.

Also Present

Town Manager Russ Martin, Town Clerk Cindy Pemberton (zoom) and Rec Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor Dee Jenkins led the Pledge.

Mayor Jenkins took a moment for a Personal Point of Order to take a moment of silence in remembrance of former Council Member Benny Paraja who passed away.

Mayor Jenkins also asked for Council to check their emails frequently. There is an office here that has a computer to use if you do not have access to internet or a computer.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

1. Regular Session – December 16, 2020

b) Set Next Meeting, Date and Time:

1. Special Meeting - Retreat Thursday, January 14, 2021 at 5:30 p.m.
2. Special Meeting – Retreat Friday, January 15, 2021 at 8:00 a.m.
3. Regular Meeting – Wednesday January 20, 2021 at 6:30 p.m.
4. Regular Meeting – Wednesday February 3, 2021 at 6:30 p.m.

- c) **Approval of appointments of Gary Horton as an Assistant Magistrates for Camp Verde Municipal Court for a Two (2) year terms effective January 1, 2021 and re-appointments of Michael A. Shaw, Ron Ramsey, and E. Eugene Neil for another two (2) year term each effective January 1, 2021, and setting an hourly pay rate of \$50.00 per hour on an as need basis with a three (3) hour minimum. Staff Resource: Judge Schlegel/Veronica Pineda.**

- d) **Approval of Resolution 2021-1061, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona setting the 2021 Meeting Dates and Times for Meeting of the Council and all Commission/Committees, and superseding Resolution 2020-1033. Staff Resource: Town Clerk Cindy Pemberton**

- e) **Approval of Resolution 2021-1062, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, establishing hours of operations, superseding 2020-1034. Staff Resource: Town Clerk Cindy Pemberton**

- f) **Approval of Resolution 2021-1063, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, supporting Arizona's Get Out Doors Initiative. Staff Resource: Economic Development Director Steve Ayers**

- g) **Approval and Possible Adoption of 2021 policy statement that authorizes the Mayor, as the Town Chief Elected Official to support or oppose bills introduced during Legislative Sessions when they affect the Town's interest and require an immediate response. (Town Code Section 2-2-4F). Staff Resource: Town Manager Russ Martin/Town Clerk Cindy Pemberton**

- h) **Approval of a request to contribute \$2,000 to assist in hosting the traveling Vietnam Veterans Memorial Wall in March**

Motion made by Vice Mayor Joe Butner to approve the consent agenda as presented. Second was made by Councilor LeBeau.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor LeBeau: aye
Councilor McPhail: aye

Motion carried 7-0.

5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.) Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))**

Library Director Cathy Hellman invited Council to visit the Smithsonian Voice and Votes: Democracy in America Exhibit that will be in the library January 16, 2021 to February 27, 2021.

6. **Special Announcements and presentations**

- **Presentation of Motorola Command Solutions Management Analytic Software. Staff Resource Corey Rowley**

Marshal Corey Rowley introduced Richard Hendricks from Command Solutions who gave an overview of the Records Management Software System.

Mayor Jenkins asked for Point of Clarification, is there a motion needed or is this just a presentation. Town Clerk Cindy Pemberton stated this item is not an action item so no action is needed. Marshall Rowley stated this is a demonstration in preparation for Capital Improvement item to be voted on at a later meeting.

7. **Discussion, Consideration and Possible Approval of a sewer fee adjust for RV parks and hotel/motels for the calendar year 2021. Staff Resource: Steve Ayers**

Economic Development Director Steve Ayers stated at an earlier meeting, a request was brought to the town that asked for an adjustment for fees they are currently being charged. The Town received instruction from members of Council to look at it in relation to residential fees. After looking into rates he put together a rate comparison that broke down cost analysis (see spreadsheet). He feels an adjustment is needed but have to figure out how to break it down. Staff is proposing one of two methods of adjustment- one based on water usage and one based on occupancy rates.

Representative of Red Moon Brad Woodruff introduced himself and appreciates everyone's time. He is attending if Council has questions.

Councilor LeBeau asked if there are different rates for commercial vs residential. Mr. Ayers stated yes, all hotels/RV parks (room vs spaces) are charged at a residential rate. Commercial rate is based on public amenities. They have a mixed zoning & mixed rate.

Councilor LeBeau asked what was the town's involvement in getting the system set up, how invested are we? Mr. Martin said there is a connection fee, capital fee. Troy Odell stated a lift station was put in and they were reimbursed for the area of land that had the lift station on and a larger line that was installed.

Mr. Ayers said it was the Town's decision to put in a larger line in that was required at that time. A hole had to be dug either way, the Town just paid the difference in anticipation of future needs that could come up. Electrical for the Lift station is being supplied by RV Park.

Councilor Baker suggested putting together a new rate study at a later date.

Mr. Ayers reviewed the three different rates and how they were calculated.

Troy O'dell is concerned about future adjustments that may be requested. Finance Director Mike Showers spoke to Troy's concerns and said we should not be using reserve to make this cut. He is predicting good revenues from waste water fees. This is a one-year proposal to come to a solution.

Motion by Councilor Murdock to approve the establishment of a sewer fee adjustment for RV parks and hotel/motels for the calendar year 2021 based on the occupancy percentage and the Chet Teague version. Second was made by Councilor Baker.

Roll Call Vote:

Mayor Jenkins: aye

Vice Mayor Butner: aye

Councilor Whatley: aye

Councilor Murdock: aye

Councilor Baker: aye

Councilor LeBeau: aye

Councilor McPhail: aye

Motion carried 7-0.

8. 2020 Covid-19 Update – Staff Resource Russ Martin

Financial Update-Russ Martin

Doing well with revenues. Anticipate December revenues to be up as well.

Operational Update- Town Manager Russ Martin

Vaccines should be coming to Camp Verde soon for first responders (Spectrum Employees or Camp Verde Fire). Hospitals are doing better this week than last week. Staff continues to follow guidelines. The Town received about 40 rapid tests to use if needed. Stored in the Risk Manager's Office. These are self-administered tests. If constituent's need PPE's the Town has access to supplies, have them contact the Town.

- 9. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** *Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body,*

may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

No public to speak.

- 10. Council Informational Reports.** *These reports are relative to the committee meetings that Council members attend. The Committees Are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.*

Councilor McPhail- attended Yavapai Apache Nation Council Meeting, and reported the Market Place had a fire, the pumps will be open soon and the Market Place by January 22nd. Also she received an email from Sustainability Alliance, she asked if this is something for members to participate in? Mr. Martin encouraged the Mayor to attend via zoom. Councilors can attend to see if they are interested in attending future meetings. Vice Mayor Butner gave a comment on current affairs (Mob breaking into the Capital). We must demonstrate that we are better.

Mayor Jenkins attended the Board of Supervisors COVID Update Meeting. She will continue to update the Town. She also attended the Sustained Ability Meeting, anyone else who wishes to attend is more than welcome.

- 11. Manager/Staff Report** *Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.*

Town Manager Russ Martin:

- Councilors need to look at your emails.
- Retreat will be at Jack Pot Ranch and meals will be provided.
- More special meetings could possibly be scheduled during the next couple months.
- Staff is still helping public answer questions.
- The drop box has moved and is now more convenient to drop off sewer payments.

- 12. Discussion and Consultation for legal advice from the Arizona Municipal Risk and Retention Pool and Town Attorney regarding pending litigation that may have arisen from the January 8th, 2020 Town Council Meeting.** The Council may, by majority vote, recess the special meeting, hold an executive session and then reconvene the Regular meeting for discussion and possible action on this item as covered under A.R.S. 38-431.03 (A)(1); (A)(2); (A)(3); (A)(4); (A)(5); (A)(6); (A)(7); (A)(8); and (A)(9).

Mayor Jenkins would like to remove this agenda item if there are no objections. Council had no objections.

- 13. Adjournment**

Mayor Dee Jenkins adjourned the meeting at 8:06 p.m.

DM Jenkins

Mayor Dee Jenkins

Cindy Pemberton

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on January 6, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 1st day of February, 2021.

Cindy Pemberton

Cindy Pemberton, Town Clerk