

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, AUGUST 4, 2021 at 6:30 P.M.

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/81074113576?pwd=MWY1WEJuTnpjM1d0Q3ovdzFRT2JmZz09>

One Tap Mobile: 1-669-900-9128 or 1-253-215-8782

Meeting ID: 810 7411 3576

Passcode: 176126

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

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 6:30 PM.
2. **Roll Call.** Council Members Jackie Baker, Bill LeBeau, Cris McPhail Jessie Murdock, Robin Whatley (absent), Vice Mayor Joe Butner, and Mayor Dee Jenkins.
3. **Pledge of Allegiance** Councilor Billy LeBeau led the pledge. Mayor Dee Jenkins took a point of personal privilege to send a message of condolences to the family of Faith Moore. Mayor Jenkins would like to recognize CVMO and all the efforts of the Marshal's Office to help find the young lady and support the rescue efforts.
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) Work Session – July 14, 2021
- 2) Special Session – July 21, 2021
- 3) Regular Session – July 21, 2021

b) Set Next Meeting, Date and Time:

- 1) Regular Session – Wednesday August 18, 2021 at 6:30 p.m.
- 2) Regular Session – Wednesday September 1, 2021 (Cancelled)
- 3) Regular Session – Wednesday September 15, 2021 at 6:30 p.m.

Mayor Dee Jenkins asked about the correction to the next meeting. Town Clerk Cindy Pemberton stated there is a work session Wednesday, August 11th, at 5:30 PM and a special session on Wednesday, August 11th, at 5 pm that will be an executive session.

Motion made by Councilor Cris McPhail to approve the consent agenda as corrected. **Second** was made by Councilor Jackie Baker.

Roll Call Vote:

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

Motion carried 6-0.

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))

Elaine Bremner wished to speak regarding funds allocated to the Verde Valley Senior Center. Town Manager Russ Martin requested that Ms. Bremner present during item eight on the agenda.

6. **Special Announcements and Presentations**

- **Equine Emergency Evacuation – Carol Fontana**

Carol Fontana, the chairman and evacuation leader, and John Hughes, cofounder, presented for EEE (Equine Emergency Evacuation). The organization wants to ensure the best possible outcome for large animals affected by a disaster. EEE services all large animals with the exception of cattle during disasters. Disasters also include technical rescue for down animals that may be stuck by a river or other obstruction. EEE is currently the only technical rescue group in the county for large animals. YCSO (Yavapai County Sheriff's Office) currently works closely with them and they are interested in expanded their presence in Camp Verde. John Hughes presented the organizations principles. The organization minimizes liability and has liability insurance. Above all safety is paramount in everything they do. EEE has simplified their organization by staffing virtually. There is over 7k animals, with an estimation of 2k in Camp Verde. The organization has heard that there is actually much more than that estimate. In Camp Verde there are ten people who have signed up to be evacuators. Carol Fontana stated that the organization started in 2019 and quickly realized that they needed to survey the animals to know what the scope of rescue may be. EEE presented survey maps to Council. The first map demonstrated the fire risks and where the animals live. The map included historical fires and estimated 14% has burned in the last nineteen years. The map also identifies staging areas. There are currently 27 staging areas

established in the county. The next map presented demonstrated flood risk. There are seven staging areas which are also shelters in the Verde Valley area.

In February EEE did a short YouTube to show how to download USGS gauges to go on the phone to determine flood risk evacuation timeline. The organization is working on teams here and doing a technical rescue course in September. They also do owner awareness programs so that people can be as prepared as possible. They have had success with the awareness programs in the past, allowing the animals to be rescued by owner awareness. They have response individuals who alert them if they see smoke or other potential disasters.

John Hughes discussed the operational organization chart. It detailed the organization flow chart from the IC Liaison to the Comms, Evac, Staging management teams. Staging areas are administered and staging areas are an advantage. Hamm radio operators track every vehicle electronically. They are checked in via cell or Hamm. Verde Valley amateur radio and Yavapai radio clubs work with the organization. Carol Fontana discussed the horse management of the process. They prepare the area, assign stalls, and document the arrival and departure of animals. There are several rig escorts as well.

Contact information for the organization was presented to Council: Hotline 833-922-9333 Website: www.eeeyc.org email: info@eeeyc.org. Facebook: Equine Emergency Evacuation of Yavapai County. There is a volunteer portal that contains forms, logs, questionnaires, and SoPs they are downloadable. Password: HorseSafety101

EEE would like to coordinate with dispatch of 911 to send assistance. This will not require a monetary commitment, but will require a commitment of training and time from the Town.

Mayor Dee Jenkins thanked them for the information and presentation.

7. **Discussion, Consideration, and Possible Direction to the Manager to prepare and submit the 2021 Election Ballot for two (2) members from candidates around the state to serve on the Board of Trustees for the Arizona Municipal Risk Retention Pool.** Staff Resource: Russ Martin

Town Manager Russ Martin needed direction from Council of which two out of the five candidates, Council would like to serve on the Board of Trustees for the Arizona Municipal Risk Retention Pool. Town Manager Russ Martin recommended Ruben Nunez, Town of Marana Chief of Police, and David Trimble, Town of Fountain Hills Deputy Town Manager.

Council members were in support of his recommendation. Town Manager Russ Martin is taking the recommendation as general consent.

8. **Discussion, Consideration and Possible Approval for funding from the**

Community Support budget line for Meals on Wheels and Yavapai Family Advocacy Center. Staff Resource: Russ Martin

Town Manager Russ Martin requested Council to consider the timeframe of the requested funding and recommended that the Town not spend all of the allocated funding available in the first couple of months. Town Manager Russ Martin recommended that Council approve 20k for the Verde Valley Senior Center Meals on Wheels program and an additional 4k for the Family Advocacy Center request.

Councilor LeBeau mentioned he believed there is not any better placement of the funds than the Verde Valley Senior Center Meals on Wheels program and the Family Advocacy Center. He would be in favor of funding the whole year.

Vice Mayor Butner agreed with Councilor LeBeau, but he has been informed the service the town has received hasn't been as good because the Family Advocacy Center is located in Prescott Valley. Because of the location, Camp Verde hasn't received the same amount of focus. Vice Mayor Butner felt it was a good idea to be supportive, but would also like to request better service to this side of the valley. Vice Mayor Butner inquired if there was a representative present from the Advocacy Center.

Town Clerk Pemberton stated the YFAC organization is working with Marshal Corey Rowley. The Advocacy Center has asked Marshal Rowley to answer any questions that may come up in lieu of the representative who could not attend.

Vice Mayor Butner suggested that Council give them 4k now and request to see steps toward improved service for potential future funding. He also stated that the Senior Center has been doing work in Camp Verde for many years, but he doesn't want to expend all of the available funding of 40k. There could be additional funding requests by other worthy organizations. If not then additional funding for the requesting organizations can be approved at a later date.

Councilor Baker asked Marshal Rowley as a representative of the Advocacy Center if he knew why Camp Verde was not receiving the same level of service as other communities.

Marshal Rowley remarked there are no representatives for the Advocacy Center who are currently living in Camp Verde and are assigned here. That is changing in the next few weeks. They are very interested in putting in a Center over here. Originally the Advocacy Center asked for 10k. Marshal Rowley believes that it is fair to give the 4k and see what can be done to improve service. They do want to have more of a presence in Town. Camp Verde currently does utilize their service by going to Prescott. The department does use other resources as well and often utilizes resources in Flagstaff because of the hospital services available.

Elaine Bremner spoke for the Verde Valley Senior Center Meals on Wheels program. Ms. Bremner would like to debate Vice Mayor Butner opinion on waiting to designate funding because she believes the money should not be sitting around

unused when people could use it. Ms. Bremner stated that she doesn't want to have to make a decision of who can be fed because of limited funding for the Meals on Wheels program. The cost of meals has experience an increase of over \$3 per meal. Gasoline costs have also risen and increased the cost of delivering the meals. Ms. Bremmer doesn't feel that treading water by making the same funding contribution annually is the way to keep things moving forward. Ms. Bremner requested that Camp Verde step up to continue the program so seniors do not need to be turned away. Recipients of the meals are expected to contribute if they can, but currently many can't. The contributions have decreased by half. Three years ago contributions from clients were \$9500, this year it was \$4730. The decrease is not their clients don't want to, it's because they can't. Elaine invited Council to come out on a round and deliver meals, so they can get a feel for the plight of the individuals that the organization serves. She wanted to ensure that Council understood that the program costs are increasing.

Councilor Baker wanted to know if NACOG has increased the amount of funding they are providing.

Ms. Bremner stated that she can't answer at this time because they are still working on the budget. Ms. Bremner could speak to her budget from NACOG right now. The funding for the year is \$142,300 which equates to a contribution of \$2.45 per meal for everyone they serve. Last year Camp Verde contributed \$15k which equates to \$1.22 per meal. The client contribution effort was 0.39 per meal. That adds up to \$4.06 and the cost is \$9.23 per meal. The organization has to come up with the additional \$5.17 per meal. Currently hands are tied for fundraising due to COVID which has restricted their ability to hold any kind of big events.

Councilor Baker is it still the case Yavapai County isn't contributing.

Ms. Bremner confirmed that they don't have County funding. Ms. Bremner expressed frustrations with community support. In the city of Cottonwood the work senior doesn't appear anywhere in the community plan and there are 0 contributions for seniors. Ms. Bremner felt that seniors are often at the bottom of the pile to receive funding.

Councilor Baker recommended 20k now and the rest available at a specific time in budget year.

Mayor Jenkins would agree with Town Manager Russ Martin recommendation and leave the door open for future funding.

Mr. Martin pointed out that 20k was an increase to the contribution for last year. Further into the year there will be a better understanding of the budget for the organization and additional funding could be assessed.

Motion by Councilor McPhail to approve 20k in funding for Meals on Wheels Verde Valley Senior Center and 4k in funding for Yavapai Family Advocacy Center. Second by Councilor Murdock.

Roll Call Vote:

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

Motion carried 6-0.

9. Discussion, Consideration and Possible Approval to allocate Capital Improvement Funding for numerous projects funded through American Rescue Plan Act (ARPA) funding. Staff Resource: Russ Martin

Town Manager Russ Martin remarked that he wanted Council to feel confident in their decisions and nothing is needed from Council tonight on the project list. The Town has 2 to 3 years to work through the approximately four million in funding. Most of the projects presented tonight are under buildings that require improvements and are smaller numbers in cost. Sewer is absolutely eligible for funding under the ARPA. The first report from the Town is due in October and annually after that. The Town won't know if anything is challenged for possibly over a year. In a few weeks, when Council Members attend the league of cities, there will be an opportunity to discuss with others community leaders how they are utilizing funding. Troy Odell and Chet Teague are present to answer any sewer project questions. Ron Long is also available to answer questions on some of the additional projects. The goal is to see projects done in a timeframe of 6 weeks to 6 months. It has been requested that staff only submit projects with that timeframe. The projects which are being discussed are only those that meet the eligibility requirement of rescue money funding.

Mayor Dee Jenkins asked what we know about the infrastructure bill and if some of those funds can be used to take care of some of the projects.

Mr. Martin stated there isn't an update yet. They may do a simple and direct method of funding like the rescue plan. The other way they could go is to allocate through the state or NACOG. In that case there would be a process of acquiring and proving eligibility for funding. The bill does look much broader and wouldn't be as tied to the sewer and water. It will help with the roads. Roads are not eligible for rescue funding.

Councilor McPhail wanted to confirm her understanding that the list presented to Council are projects with the potential to get going in the next 6 weeks to 6 months. Councilor McPhail wanted to know from Marshal Rowley if they are still two defibrillators short of having one in every unit.

Marshall Rowley stated that they currently have donors for that and will let council know if additional assistance is needed.

Councilor Murdock would like to leave the list in the hands of the experts that sit in the room. She expressed appreciation for their expertise, contributions and feels comfortable with the list presented in regards to the requirements and recommendations.

Mayor Jenkins felt very comfortable with the list presented and the understanding of the requirements as well. Mayor Jenkins mentioned the projects have been discussed for some time. Some are old and some new. Many of the projects are a necessity.

Councilor Baker would like to get the projects completed while the funding is available. There are several sewer things that the town is behind in upgrading and repairs.

Motion made by Councilor McPhail to recommend to staff to move forward as soon as they can on the list presented with Councils full support. Councilor Baker seconded motion.

Mayor Dee Jenkins asked for any further discussion.

Vice Mayor Joe Butner recommended a caveat added that any items over 50k should be brought back to council.

Councilor Jesse Murdock mentioned that the 50k requirement is already in policies and procedures.

Town Clerk Cindy Pemberton pointed out that at this time there is a motion on the table that has been seconded. The motion must be voted on. If the motion doesn't pass then a new motion can be made, but the motion requires a vote.

Mayor Dee Jenkins called for the vote.

Roll Call Vote:

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

Motion carried 5-1.

Vice Mayor Butner mentioned he wanted more specific language in the motion.

- 10. 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))

Town Clerk Pemberton no cards from public.

11. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. 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 continues to attend the Yavapai Apache Nation Tribal council meetings, attended the Verde Valley Regional Transportation Planning Meeting, and attended a meet and greet with the Sustainability Alliance.

Vice Mayor Butner heard on the radio that the County is shutting their offices down effective tomorrow due to increase in the Delta variant of the COVID virus. Vice Mayor Butner is concerned with how Camp Verde will deal with the new information. MATFORCE going to get going for meeting in person again, but maybe not now due to the COVID concerns.

Mayor Jenkins attended the Verde Valley Mayor managers biweekly meeting and a zoom meeting on broadband prior to that. Mayor Jenkins would like to remind council that there are a couple of businesses that would like attendance for a ribbon company, Verde Ranch Storage August 9th, 4 pm and Verde Ranch Estates September 25th, at 10:30 AM. Verde Ranch Estates would like any or all Council members to attend the grand opening.

12. **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 read an email that was sent to all employees with recommendations and precautions to be taken by Town staff for the Delta COVID concerns and reminding everyone that vaccinations are not a 100% guarantee. He expressed the importance for everyone to do all they can to protect themselves and others. Currently the Town has asked staff to heighten their alert to try and

stay in full service. State NAH (Northern Arizona Healthcare) information will be posted online. There is no formal direction from any Verde Valley communities at this time. The County is instilling county wide discussion.

Town Clerk Pemberton mentioned there is also a staff report from Marshal Rowley for this session.

Marshal Rowley wanted to present Council with information on the search from last week for Faith Moore. Camp Verde played a major role. There is a great relationship with Cottonwood and County Search and Rescue. Because of the DERMO (Defense Reutilization and Marketing Office) program that Camp Verde sources equipment from they were able to provide necessary equipment to help with the rescue efforts. Camp Verde was able to provide two track hoes and a bulldozer. They didn't have resources available and Cottonwood came over to see how Camp Verde obtained the equipment. They are working on doing co-training together. There are four operators that were not familiar with the equipment that will be put through training. Cottonwood is going to do the same.

The office is also working with Elaine to get approved VIPs the next couple weeks for helping with the Meals on Wheels program.

Councilor Murdock asked if they will be working towards an IGA or MOU for sharing borrowed equipment with the other communities.

Marshal Rowley stated that this is also in the works. SWAT team had no idea they could get equipment and the Public Works Director was in awe of the correlation of town resources.

13. **Update, Discussion and Consultation with the Town Attorney for legal advice and review of negotiations to purchase the Camp Verde Water System:** 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)(2); (A)(3); (A)(4); (A)(5); (A)(6); (A)(7).

Motion to go into an executive session was made by Councilor McPhail. Second by Vice Mayor Joe Butner.

Role Call Vote:

Councilor Jackie Baker: aye
Councilor Billy LeBeau: aye
Councilor Cris McPhail: aye
Councilor Jesse Murdock: aye
Vice Mayor Joe Butner: aye
Mayor Dee Jenkins: aye

Motion carried 6-0.

Mayor Dee Jenkins called executive session at 7:39 p.m.
Mayor Jenkins reconvened to Regular Session at 8:14 p.m.

14. **Adjournment** Mayor Dee Jenkins adjourned the meeting at 8:14 p.m.

Tom Jenkins
Mayor Dee Jenkins

Virginia Jones - Deputy Clerk
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 August 4, 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25th day of August, 2021.

Virginia Jones
Virginia Jones Deputy Town Clerk