

**MINUTES  
TOWN OF CAMP VERDE  
SPECIAL EXECUTIVE SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY NOVEMBER 23, 2022 AT 5:00 P.M.**

**ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/83097675056?pwd=eWNMVmxEQkxLYWxTbWZ3bE40OXlnZz09>

**Phone: 1-669-900-9128 or 1-719-359-4580  
Meeting ID: 830 9767 5056  
Passcode: 264974**

**This will be a zoom meeting only. No in person meeting required**

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

**1. Call to Order**

Mayor Jenkins called the meeting to order at 5:00 p.m.

- 2. Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Cris McPhail, Jessie Murdock (arrived at 5:09 p.m.), Robin Whatley via Zoom, Vice Mayor Marie Moore and Mayor Dee Jenkins were present

**Also Present:** Town Clerk Cindy Pemberton, Risk Manager Heather Vinson Town Marshal Corey Rowley, Town Attorney Bill Sims and Deputy Clerk Virginia Jones as Recording Secretary

**3. Pledge of Allegiance**

Councilor Jackie Baker led the Pledge of Allegiance.

- 4. Ratification of prior action and consideration, and possible direction to the Town Attorney for legal advice concerning hiring an interim Town Manager. Note Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) and (4) for discussion, consultation with and direction to the Town Attorney regarding a contract for an interim Town Manager. Staff Resource: Bill Sims**

Vice-Mayor Moore indicated that Councilor Murdock was on her way to the meeting, Mayor Jenkins advised Vice-Mayor they would wait one moment before the proceed to allow Councilor Murdock time to arrive.

Councilor Whatley (via Zoom) questioned if it was even appropriate for her to be attending the meeting since she did not, and was not able to attend the prior Executive Session and has not seen that Executive Session. Town Attorney Sims replied to Councilor Whatley that she is on the Council and she is allowed to review the minutes that were taken during that meeting because she is on the Council. Mr. Sims stated

she has every right to attend this meeting even though she was not at the previous meeting and he will recap what Council did then and discuss what the next steps are.

Mayor Jenkins questioned if Councilor Whatley wanted to stay via Zoom, indicating Councilor Murdock was having issues with Zoom and they are waiting for her to arrive, and advised Councilor Whatley that all other Council members are present in the Chambers. Councilor Whatley indicated she was on Zoom because she was not feeling well, and Council is waiting for Councilor Murdock.

Attorney Sims agreed to wait until Councilor Murdock arrived.

Councilor Murdock arrived at 5:09 p.m. Councilor Murdock inquired why the meeting was on Zoom but everyone is in person. Town Clerk Cindy Pemberton stated she chose Zoom because of the short one-day notice to get the meeting to Council and because of the holidays. Staff is operating on a skeleton crew and did not know what vacation looked like for Council or if any Council members were on the road, due to the holidays. Ms. Pemberton stated she was not aware that everyone was going to be in person as she was only notified by two Council Members. Everyone has a cell phone and they could have used the phones if they wanted. Murdock stated Zoom only does not mean in person. Ms. Pemberton stated it said was not required, and anyone can attend in person.

**On a motion by Councilor McPhail, seconded by Vice-Mayor Moore Council voted to go into Executive Session for legal advice concerning hiring an interim Town Manager.**

**Roll Call Vote:**

**Mayor Jenkins-yes**

**Vice Mayor Moore-yes**

**Councilor Murdock-yes**

**Councilor McPhail-yes**

**Councilor Baker-yes**

**Councilor Whatley-yes**

**Councilor Escoffier-yes**

**Council Adjourned into Executive Session at 5:10 p.m.**

Council reconvened Special Session at 5:45 p.m.

Attorney Sims stated he would like to review and for the public that may be viewing. Last week Council considered options regarding entering into a contract with a consultant to locate an interim manager while you search for a permanent one. That consultant, Interim Public Management does that service, for cities and towns across the entire state. Council held an Executive session so Council could give direction as to what would be included in the contract. During the Executive Session it was discovered there are two steps involved with Interim Public Management. 1) The contract had to be entered into immediately, before Interim Public Management would begin exploring options before they find candidates for Council to review. When this

item was agendized previously it was not agendized for action. Mr. Sims stated he advised Council at that time, as the Town Attorney because 1) the amount at issue was \$1,500.00, well below the \$50,000.00 amount that requires Council approval. The Mayor could with direction given to her, exercise her authority as Mayor to sign documents, as allowed by the Town Code, and she did. That left the implication that in fact, what were the views of the rest of the Council, and why didn't the Council vote, Sims indicated he was explaining to the public, the reason Council did not vote at the previous meeting was it was not agendized the item for action because the Town did not know a contract would be necessary. Now that Council knows a contract is necessary, Council has had a few days, we have agendized this item so there could be an action to affirm what the Mayor did and let the public know the extent to which there is Council support for that action, and that was the purpose of tonight's meeting.

**On a motion by Councilor Escoffier, seconded by Councilor Baker, Council voted unanimously to affirm the Mayor's previous action related to signing and approval of a retainer letter to IPM (Interim Public Management) for Interim Manager Services and authorize the Manager to take steps to implement the Letter.**

**Roll Call Vote:**

- Mayor Jenkins-yes**
- Vice Mayor Moore-yes**
- Councilor Murdock-yes**
- Councilor McPhail-yes**
- Councilor Baker-yes**
- Councilor Whatley-absent**
- Councilor Escoffier-yes**

**5. Adjournment**

Without Objection, Mayor Jenkins adjourned the meeting at 5:50 p.m.

  
\_\_\_\_\_  
Mayor Dee Jenkins

  
\_\_\_\_\_  
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 Special/Executive Session of the Town Council of Camp Verde, Arizona, held on November 23, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 9<sup>th</sup> day of January, 2023.

  
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Cindy Pemberton, Town Clerk

