



**(CORRECTED) MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106 RD, CAMP VERDE, AZ 86322
WEDNESDAY, SEPTEMBER 11, 2024, at 5:30 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 Jenkins called the meeting to order at 5:30 p.m.

2. Roll Call

Councilor Jackie Baker, Councilor Robin Godwin, Councilor Cris McPhail, Vice Mayor Marie Moore, Councilor Jessie Murdock and Mayor Dee Jenkins were present. Councilor Wendy Escoffier was absent.

Also Present

Town Manager Miranda Fisher, Town Attorney Trish Stuhan, Utilities Director Jeff Low, Town Clerk Leah Rhodes, Administrative Clerk Jadie Edwards and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Baker led the Pledge.

Mayor Jenkins took a moment of Personal Privilege, to take a moment of silence in remembrance of the 9-11 terrorist attacks.

4. Special Announcements and Presentations:

• **Presentation and update on the Town's Wastewater Master Plan and Collection System Maintenance.** Staff Resource: Utilities Director Jeff Low and Wastewater Manager Chet Teague.

Utilities Director Jeff Low explained that on December 6, 2023, the Town Council awarded Contract No. 2023-185 to Water Works Engineers for the Town of Camp Verde Wastewater Master Plan, GIS Update and Wastewater Treatment Plant Evaluation. Since then, the Wastewater Division has actively supported the project by providing essential resources, including "As Built Drawings", plant, electrical usage data and sampling information. Additionally, staff participated in multiple project meetings to ensure progress with the master plan. Director Low anticipates the project's completion within the coming months, after which staff will proceed with an updated wastewater capacity fee study.

Waterworks Project Manager Rob Bryant went through a PowerPoint presentation of the findings from the Master Plan. (Presentation is included for the record): Presentation included:

- Background of the Community, Elevation, & Service Area

- Existing Infrastructure, Lift Stations, & Force Mains
- Existing Wastewater Infrastructure: Wastewater Treatment Facility
- Effluent Management & Permits
- PFAS Monitoring
- Planning and Projections
 - Need an addendum to add some high density residential to include apartment complexes
- Wastewater Flow Analysis: Historic Wastewater Flows & Projections
- Hydraulic Modeling & Analysis
- Future Wastewater Infrastructure & Recommendations
- Septage Receiving Station
- CIP Budget & Line Items
- Effluent Management & Permits

The Vice Mayor inquired, when the Town installs stormwater drains on Main Street, where will the runoff water be directed. Manager Teague responded that eventually the Town plans to construct stormwater drains which will divert stormwater runoff into the river.

Councilor Godwin noted that residents who are not connected to the sewer system, yet continue to pay taxes, depend on access to septic disposal as a benefit. She emphasized that there are individuals contributing financially who are not currently receiving this service.

Councilor Murdock sought clarification from Mr. Bryant, asking if he had stated that the system was operating at 90% flow capacity. Additionally, she inquired if this was the highest level compared to other systems. Mr. Bryant confirmed, explaining that 98-99% of the system's effluent is Class A+ quality, which is being utilized for irrigation at the Sports Complex or for construction activities.

Councilor Murdock inquired whether many other communities experience a similar 90% usage or if our community is exceptional due to the high utilization of treated water at our facilities." Mr. Teague explained that the system operates at slightly below 100% due to a process known as a "burp." During this procedure, pipes leading from stage 2 to the clarifiers are temporarily plugged to allow for cleaning. Chlorine is sprayed on the weirs, the walls are brushed, and the accumulated sludge at the bottom is flushed. This process occurs for about two hours, twice a week. During that time, the sludge is mixed in the clarifier, and by doing so, we hit a thumbnail on our SCADA system, which sends it to the evaporation basin, ensuring it does not become a permit compliance issue.

Mayor Jenkins reviewed a list of questions she provided to Mr. Low earlier:

1. ***Regarding Estimating Growth, you used 1% to average the last 20 years. Did you include the known housing construction in the highest estimate? And did you also include the 3000 acres of YAN land trade that will be developed?*** Mr. Bryant stated yes, they pulled that into the collection system.
2. ***Regarding Funding Sources, it mentions impact fees, do we have impact fees?***

Director Low explained, the Town has capacity fees but not impact fees. Director Low stated staff will be conducting a study for capacity fees for sewer to help developers. Mayor Jenkins noted that Section 7.1 referenced impact fees. Mr. Bryant agreed to make revisions. Director Low added that the current fee for each new resident is \$1,700, but acknowledged this amount is quite low. Mayor Jenkins clarified that the concern was primarily with terminology, as they had been moving away from using the term "impact."

3. **What percentage gets processed A+ or B +?** Mr. Bryant stated 98%.

And on the Effluent, did you take into consideration recharge or storage? Because we're not permitted, you didn't include that, correct? Mr. Bryant confirmed that a water balance assessment was conducted, which included an evaluation of how much is being recharged. Mr. Bryant stated while you are not currently receiving water credits, you are also not being charged for water withdrawals. In the future, it is anticipated that there will be an underground storage facility and a recharge permit in place to account for this. However, at present, such measures are not in effect.

Councilor Murdock inquired whether a permit fee would be required if we proceed with underground storage and recharge. Councilor Murdock asked if the state imposes substantial fees for this process or if it is a more equitable cost. Mr. Bryant responded you will be charged for the initial application fee which is \$20,000-\$25,000. Mr. Bryant clarified that since recharge is already occurring, designating it as an underground storage facility would simply formalize the recharge into the aquifer. There is no need to construct a facility. as existing ponds may already qualify to be a recharge facility. Currently, no permit is required because the area is not classified as an Active Management Area (AMA), meaning that recharge is happening, but without any associated benefits.

• **Presentation and update on the Town's Graphic Information Systems (GIS) with a focus on the Wastewater System and Lead Copper Service Line Inventory. Staff Resource: Utilities Director Jeff Low.**

Utilities Director Jeff Low presented a PowerPoint presentation on the GIS Update (Presentation is included for the record). Presentation included:

- Stormwater Mapping
- Floodplain Map
- Water Master Plan Mapping
- Sewer Mapping
- Manhole Inspections (these will be wrapping up in next few months)
- Lead Service Line Inventory Mapping
- Future Projects & Initiatives

Director Low announced that Water Works Engineers will be wrapping up the final master plan within the next few months. The master plan includes a detailed Capital Improvement Program.

Staff will be moving forward on some key capital wastewater projects in the near future by attaining WIFA loans for:

- Sludges Drying Basin
- Treatment Plant Administration Buildings
- SCADA Control Panel Upgrade
- Sewer Main Expansion at Black Bridge Loop

Director Low stated that the goal is to enable the system to operate by gravity flow without requiring a lift station at Rezzonico Park, and he believed this was achievable. This approach would result in significant cost savings by eliminating the need for an additional lift station. Councilor Godwin expressed concern that it would be unfortunate to install a lift station there because it primarily serves a limited number of residents.

Director Low continued with his presentation:

- Lead Service Line Inventory Mapping
- Future Projects & Initiatives; Town needs:
 - New Wells
 - Arsenic Treatment
 - Additional Water Storage
 - Old, Under Sized, Water Mains Replaced
 - Wastewater Treatment Plant Upgrades
 - Collection System Expansions

5. Discussion, consideration and possible approval of the settlement agreement with Southwestern Environmental Consultants (SEC) and Krishan Ginige. Staff Resource: Town Manager Miranda Fisher.

Town Manager Miranda Fisher explained, the Town filed a lawsuit against Southwestern Environmental Consultants (SEC) and Krishan Ginige in October 2023 regarding some design work that had been done. The purpose of this item is for the Town to consider and possibly act on a proposed settlement agreement between the parties. The agreement was distributed during the Council meeting. Town Manager Fisher stated the Council could convene into Executive Session for legal advice or take a break to read through the agreement.

Town Attorney Trish Stuhan informed the Council she wanted to provide the agreement to Council that evening but didn't receive the final signed agreement until the afternoon. Attorney Stuhan explained, Council can go over the agreement in public or go into Executive Session. Attorney Stuhan stated she could also provide a highlighted presentation.

Vice Mayor Moore agreed to take a moment to read the agreement and go into executive session to discuss questions.

Council Godwin asked recommendation from Town Attorney Stuhan.

Attorney Stuhan stated the Council could move to go into Executive Session, take a break, review the material, ask questions and she would provide legal advice.

Motion was made by Vice Mayor Moore to adjourn into Executive Session. Second was made by Councilor Godwin.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: absent
Vice Mayor Moore: aye
Mayor Jenkins: aye
Motion carried 6-0.

Meeting Adjourn to Executive Session: 6:28 p.m.

Meeting Resume at 6:47 p.m.

Motion was made by Vice Mayor Moore to accept the settlement agreement as presented. Second was made by Councilor Baker.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: absent
Vice Mayor Moore: aye
Mayor Jenkins: aye
Motion carried 6-0.

6. Adjournment

Mayor Jenkins adjourned the meeting at 6:49 p.m.



Mayor Dee Jenkins

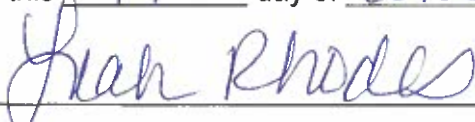


Attest: Town Clerk Leah Rhodes

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 Session of the Town Council of Camp Verde, Arizona, held on September 11, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 17 day of October, 2024.



Leah Rhodes, Town Clerk