



MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 16, 2024, 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 Jenkins called the meeting to order at 6:30 p.m.

2. Roll Call

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

Also Present

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

4. Pledge of Allegiance

Councilor Godwin led the Pledge.

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 the Council requests.

a) Approval of the Minutes:

- 1) Special Session – September 11, 2024, at 5:30 p.m.
- 2) Work Session – September 18, 2024, at 5:30 p.m.
- 3) Regular Session – September 18, 2024, at 6:30 p.m.

b) Set Next Meeting, Date and Time:

- 1) Special Session – October 30, 2024, at 5:30 p.m.
- 2) Regular Session – November 6, 2024, at 6:30 p.m.
- 3) Special Session – November 13, 2024, at 5:30 p.m.
- 4) Regular Session – November 20, 2024, at 6:30 p.m.
- 5) Regular Session – December 4, 2024, at 6:30 p.m.

Motion was made by Councilor McPhail to approve the consent agenda. Second was made by Vice Mayor Moore.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: aye
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion carried 7-0.

5. **Call the Public for items not on the agenda. (Please complete Request to Speak Card and turn it 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 the 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))

Ms. Kelly Roberts, the Office Manager for Camp Verde Adult Reading Program reported that during the last eight months, four students earned their Citizenship through the program. Ms. Roberts provided an overview of high school dropout statistics and read a statement from a student who earned their GED. Ms. Roberts thanked the Council for their support.

6. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include 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.

The Mayor, Council and Town Manager reported on recent and upcoming events within the town.

7. **Special Announcements and Presentations:**
- **Oath of Office of Cristian Sotelo who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes reported Cristian Sotelo was unable to attend the meeting. The item will be rescheduled to the November 6th Council Meeting.

• **Oath of Office of Daniel Miller who joined the Maintenance Division of Public Works as a Grounds Maintenance Worker.** Staff Resource: Town Clerk Leah Rhodes.

Town Clerk Leah Rhodes reported Daniel Miller was unable to attend the meeting. The item will be rescheduled to the November 6th Council Meeting.

• **Proclamation declaring November 1, 2024, as Extra Mile Day.** Staff Resource: Town Clerk Leah Rhodes.

Mayor Jenkins read the proclamation and declared November 1, 2024 as Extra Mile Day.

8. **Discussion, consideration, and possible approval to purchase the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024, for the pumps for the lift station for the amount of \$53,812.56.** Staff Resource: Public Works Director Ken Krebbs.

Public Works Director Ken Krebbs noted at the July 17, 2024 Regular Council meeting, Council approved the purchase of lift station pumps from Hennesy Mechanical Sales for \$53,812.56. However, the vendor's proposal was outdated and did not account for shipping and handling, bringing the total to \$55,200.81. Director Krebbs confirmed that the pumps have already been received.

Motion made by Councilor Godwin to approve the purchase of the pumps for the proposed lift station project at the Camp Verde Sports Complex from Hennesy Mechanical Sales in the amount of \$55,200.81, superseding the previous Council approval on July 17, 2024, for the pumps for the lift station for the amount of \$53,812.56. Second was made by Councilor McPhail.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 7-0.

9. **Discussion, consideration and possible adoption of Resolution 2024-1150, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for**

drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona for one or more of the following FY2024-25 Capital Improvement Projects: Adequate Water Supply Study, Northbound Highway 260 Production Wells, Mongini Replacement Well, Verde Commercial Tank and Pump Station, and/or Verde River Estates New Well and Storage Tanks. Staff Resource: Utilities Director Jeff Low & Finance Director Mike Showers.

Finance Director Mike Showers requested approval to submit one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority (WIFA) of Arizona. The \$3.5M Mongini Well replacement project was submitted on October 2nd for approval of a \$2M WIFA grant. If the grant is approved or the cost is indeed less than \$3.5M, the full amount may not be necessary. Additionally, \$600K was included in the request as a backup plan for new storage tanks for possible WIFA grant funding, though the application was for 2 storage tanks, this debt request was only for 1 storage tank which was included within the Capital Improvement Plan. Approving the application submissions to WIFA, keeps the town moving forward quickly if the grant requests are not approved by WIFA.

Finance Director Mike Showers and Utilities Director Jeff Low responded to questions from the Council.

Motion made by Councilor Escoffier to adopt of Resolution 2024-150, a resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for drinking water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona. Second was made by Councilor Baker.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 7-0.

10. **Discussion, consideration and possible adoption of Resolution 2024-1151, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, Yavapai County, Arizona, to authorize one or more applications for clean water state revolving fund loans from the Water Infrastructure Finance Authority of Arizona for one or more the following FY2024-25 Capital Improvement Projects: Wastewater Treatment Plant Control Panels Upgrade, Blower Addition Building and Installation, Wastewater Treatment Plant Administration Building, Black Bridge Loop Sewer Main Extension, and/or**

Sludge Drying Bed Liner Installation. Staff Resource: Utilities Director Jeff Low & Finance Director Mike Showers.

Finance Director Mike Showers stated the resolution is not the final approval for the loans, but simply the approval to submit applications with the Water Infrastructure Finance Authority (WIFA) for wastewater. This agenda item falls under the Community Infrastructure Focus Area of the Town's Strategic Plan and does not present any budgetary issues.

Utilities Director Jeff Low added that the Septic Calling Station Project will be tied into the WIFA Grant Application.

Finance Director Showers noted that funding for the current projects will come solely from service-generated fees, with no general fund contributions. ARPA funds have been allocated for wastewater projects. The ten-year plan, developed through the Rate Study, outlines strategies for managing growth in our systems in the first five years. This plan has led to the creation of Capital Improvements aligned with the Capital Improvement Plan, and staff would budget for estimated debt service over the next five years. The budget includes a five-year debt plan detailing expected principal and interest payments, as well as a cash flow projection indicating a positive or negative trend. As of now, the cash flow is tending upwards. Director Showers stated we are committed to adhering to this five-year plan to ensure upward trends in debt service.

Finance Director Mike Showers and Utilities Director Jeff Low responded to questions from the Council.

Motion made by Councilor Godwin to approve the adoption of Resolution 2024- 151. Second was made by Councilor McPhail.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 7-0.

11. Adjournment

Mayor Jenkins adjourned the meeting at 7:14 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 Regular Session of the Town Council of Camp Verde, Arizona, held on October 16, 2024. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 7 day of November, 2024.

Leah Rhodes

Leah Rhodes, Town Clerk