

**MINUTES  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, JUNE 6, 2018 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 German called the meeting to order at 6:30 pm.

- 2. Roll Call.** Council Members Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German were present. Councilor Baker was absent.

**Also Present:** Town Manager Russ Martin, Town Clerk Judy Morgan, Commander Brian Armstrong, Finance Director Mike Showers, Economic Development Director Steve Ayers, Economic Development Specialist Sebra Choe and Recording Secretary Marie Moore.

**3. Pledge of Allegiance**

Mayor German led the Pledge of Allegiance.

- 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 – May 16, 2018
- 2) Council Hears P&Z Matters – May 23, 2018

**b) Set Next Meeting, Date and Time:**

- 1) Wednesday, June 13, 2018 at 5:30 p.m. – Work Session
- 2) Wednesday, June 20, 2018 at 6:30 p.m. – Regular Session
- 3) Wednesday, June 27, 2018 at 6:30 p.m. – Council Hears P&Z Matters
- 4) Wednesday, July 4, 2018 at 6:30 p.m. - Regular Session – Meeting cancelled per Resolution 2018-994

**c) Possible approval for the Finance Director to open the Parks Fund to track the construction of the new Camp Verde Sports Complex.** [Staff Resource: Mike Showers]

On a motion by Councilor Gordon, seconded by Councilor Buchanan, Council unanimously approved the Consent Agenda.

Councilor Gordon requested an explanation of item 4(c) for the public's benefit.

Town Manager, Russ Martin explained that the purpose of the account is to track the funding in detail for the construction of the park, which will be useful in the future for records.

**5. Special Announcements and presentations.**

**5.1. Proclamation in the memory of the Granite Mountain Hotshots.**

Mayor German declared June 30, 2018 a day to remember all of the Granite

Mountain Hotshots that gave their life in the line of duty.

**5.2. Verde Valley Senior Center/Meals on Wheels, Request for Funding.**  
[Requested by Elaine Bremner through Russ Martin]

Elaine Bremner Executive Director of the Verde Valley Meals on Wheels program presented a packet of budgetary needs to the Council, requesting funding assistance for the program, stressing the importance of the service to the community.

Councilor Gordon indicated that he would like to see a full budget rather than the summary. Elaine Bremner has indicated that she will send a copy of the P&L to the Town Manager for Council's review.

There is a concert, raffle and fundraising event coming up on Saturday June 9, 2018 in Cottonwood and Ms. Bremner encouraged Council and public to attend for the benefit of the Senior Center.

**5.3. Presentation, discussion and comment on the Verde Valley Region Economic Organization's 2018 Draft Strategic Plan.** [Staff Resource: Steve Ayers]

Economic Development Director Steve Ayers presented a PowerPoint Presentation to the Council regarding the Verde Valley Regional Economic Organization. Representative Mary Chicoine explained how the development of a long-range strategic plan has come together and how the organization is presenting to the public for comment before making a formal adoption.

**6. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**

Peggy Dickey with the Camp Verde Unified School District Friday Camps and students spoke to council regarding the need for sponsorship to continue to provide the program for the local youth.

Town Manager Russ Martin explained that the Town departments are also helping with the program as well, besides a sponsorship.

Cheryl Wischmeyer addressed Council and requested the Council provide supporting documentation regarding agenda items so that the public may be more prepared for discussion.

**7. Business. Legal action can be taken.**

**7.1. Council's acceptance of the Official Department of Public Safety (DPS) Report regarding the investigation and results of allegations made against Marshal Nancy Gardner, The Town of Camp Verde. This places the document on the Council's record of report's related to Personnel Matters through referral via the Town's Human Resources Office. This report is available upon request through the Town of Camp Verde Clerk's office. Possible discussion and direction to staff related to the timeline for the conclusion of H.R. policies and procedures review and possible recommendations for additional and/or ongoing training for staff members.** [Mayor German]

Mayor German indicated that he felt it was important to address this issue and

accept the report, as other reports have been "accepted" by Council in the past. Mayor German indicated that Councilor Baker requested this agenda item be pulled from discussion due to her absence. He felt that at this time, there was not enough time to pull the item, but it could be resubmitted to a future agenda for discussion and review.

Councilor Whatley expressed her confusion as to why the matter is being brought forth to Council, as it is already a public document. She expressed her approval of acceptance but clarified her refusal to discuss the matter itself.

Councilor Jenkins expressed her support of the Mayors recommendation for acceptance of the report as well as need for review of the human resource policies in place.

Vice mayor Murdock called a point of order expressing that the specifics of the report should not be discussed. Murdock expressed her request for this matter to be dealt with as two (2) separate matters. She expressed her lack of approval toward accepting a personnel report and feels it is not the place of council to be involved but rather the duties of the Town Manager.

Mayor German explained that this report is to the Town of Camp Verde and there needs to be an official acceptance of the matter to the Town. He indicated that with the public is waiting for acceptance or rejection of the report and with the agreement of total transparency on the matter, action needed to be taken

Councilor Whatley conferred that the matter was to be dealt with by the Town manager because it is a town personnel issue, therefore not a council issue.

Vice Mayor Murdock expressed she did want to discuss HR policy and procedure but that she doesn't feel the Council should be publicly discussing the report itself.

Councilor Jenkins indicated that she feels the public wants Council to acknowledge the existence of the report and feels that council should give direction to staff regarding the HR policy & procedures.

Town Manager indicated that HR is working on looking at other policies and useful process of having a grievance on a supervisor and requests that as feedback is given to Council to report it to staff so they can educate themselves.

On a motion by Mayor German, seconded by Councilor Buchanan, Council voted to accept the Official Department of Public Safety Report regarding the Investigation and results of allegations made against Marshal Nancy Gardner. Councilor Whatley and Vice Mayor Murdock were opposed.

Council directed staff to look at the H.R. Policies and procedures for improvements.

Cheryl Wischmeyer submitted a Request to Speak card for item 7.1 but did not speak on the item.

**7.2. Discussion, consideration and possible approval of the FY19 Debt Levy Certification to Yavapai County for \$605,947, acting as the Trustee to the Camp Verde Sanitary District. [Staff Resource: Mike Showers]**

Finance Director Mike Showers explained to Council that the rates reflect what is necessary to be collected to offset the cost of paying the annual debt service. The Town of Camp Verde is acting as Trustee of the Sanitary District debt. The calculations are based on the valuation of the District, which fluctuates annually. The debt will continue to be paid by the District and is not a debt shared by the Town.

On a motion by Councilor Gordon, seconded by Councilor Whatley, Council unanimously approved the FY19 Debt Levy Certification to Yavapai County for \$605,947, acting as Trustee to the Camp Verde Sanitary District.

**7.3. Discussion, consideration and possible approval of the FY19 Special Assessment Levy of \$222,241 for annual payments against the Camp Verde Sanitary District's WIFA note 910175, acting as the Trustee to the Camp Verde Sanitary District. [Staff Resource: Mike Showers]**

Mike Showers explained that the rates reflect what is necessary to be collected to offset the cost of paying the annual debt service. The Town Council is acting as Trustee of the Sanitary District debt. This debt will continue to be paid by the District and is not a debt shared by the Town.

On a motion by Councilor Buchanan, seconded by Councilor Gordon, Council unanimously approved the FY19 Special Assessment Levy of \$222,241 for annual payments against the Camp Verde Sanitary District's WIFA note 910175, acting as the Trustee to the Camp Verde Sanitary District.

**7.4. Presentation, discussion and possible direction to staff regarding Economic Development projects, programs and activity. [Staff Resource: Steve Ayers and Sebra Choe]**

Economic Development Director Steve Ayers and Economic Development Specialist Sebra Choe gave a PowerPoint presentation and general update on programs and projects that the department is currently active with, along with an overview of the economic development activity in Camp Verde including the designation of an Opportunity Zone and what that means for the Town of Camp Verde. The department has raised \$550,000 outside funding for these projects.

Councilor Gordon questioned if Retail Strategies deals with manufacturing businesses, Ayers indicated they do not but that is something that he and Sebra are working toward bringing to the area.

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

Joe Butner questioned how much is paid to Mountain Mojo by the Economic Development Department? Steve Ayers indicated that it is \$4800 for a marketing plan, which was allotted in the department budget.

Joe Butner questioned how the Town plans to handle the Corn Festival cancellation.

Town Manager Russ Martin explained that he spoke with Camp Verde Promotions regarding what happened, budgetary needs, and the necessity to rearrange responsibilities as well as volunteers and possibly part time help for the event. As far as the year 2018, there will not be an event and for further information, it is recommended to contact Camp Verde Promotions.

## 9. Council Informational Reports.

Councilor Gordon attended the Fire District Meeting and asked them to consider moving the station off main street when it is decided to build a new station. It is the plan to do so in 5-10 years which would open up Main street for more retail opportunities. Gordon also attended the Homeless Coalition and provided flyers for Council to review regarding the program "Front Door" and how the program helps the community.

## 10. Manager/Staff Report

Town Manager Russ Martin confirmed that there will be a Council meeting (work session) next Wednesday, June 13, 2018 at 5:30 pm with discussion regarding construction of an arena and alternatives to the recycling issue will be dealt with then. Martin also reminded Council members to not procrastinate with their plans for the League Conference.

## 11. Adjournment

The meeting adjourned at 8:19 pm



Mayor Charles German



Attest: Town Clerk Judy Morgan

## 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 Council Meeting of the Town Council of Camp Verde, Arizona, held on June 6, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 25<sup>th</sup> day of June, 2018.



Judy Morgan, Town Clerk