

**(corrected) MINUTES  
TOWN OF CAMP VERDE  
SPECIAL SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, JULY 11, 2018 at 6:30 P.M.**

**1. Call to Order**

**Mayor German called the meeting to order at 6:30 pm.**

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

**Also Present:** Town Manager Russ Martin, Town Clerk Judy Morgan 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) Special Session – June 20, 2018
- 2) Regular Session – June 20, 2018
- 3) Council Hears P&Z Matters – June 27, 2018

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

- 1) Wednesday, July 25, 2018 at 6:30 p.m. – Council Hears P&Z Matters – CANCELLED
- 2) Wednesday, August 1, 2018 at 6:30 p.m. - Regular Session
- 3) Wednesday, August 8, 2018 at 5:30 p.m. – Work Session
- 4) Wednesday, August 15, 2018 at 6:30 p.m. – Regular Session

**c) Authorization for the signature and submittal of the attached Intergovernmental Agreement (IGA) for the Fiscal year 2018-2019 Financial Contribution from the Yavapai County Flood Control District to the Town of Camp Verde for Flood Control Improvements. [Staff Resource: Troy Odell]**

**Dee Jenkins requested that the record reflect that the July 11 work session had been cancelled and a special budget session at 6:00 p.m. was added along with a special session at 6:30 on July 11<sup>th</sup>. All scheduled meetings for July 18<sup>th</sup> were cancelled.**

Councilor Jenkins requested the Minutes of June 20, 2018 Regular meeting, be corrected to read “Councilor Jenkins questioned where the Water Company revenue was in the budget, Showers concurred that \$1.5 million needed to be added to the Water Company Revenue and Expenses.” Under Item 7.1 and the changes in the Council meeting dates be reflected as the Manager stated in his report as well.

Councilor Baker requested a word correction to read “sever and cancel” rather than as worded with “severe” on the June 27<sup>th</sup>, 2018 minutes, page 4.

On a motion by Councilor Gordon, seconded by Councilor Baker, Council unanimously approved the Consent Agenda with the changes to the June 20, 2018 and June 27<sup>th</sup> minutes, as noted.

**5. Special Announcements and presentations.**

**5.1. Second Quarter 2018 Report (April – June 2018) from the Planning & Zoning Commission.** [BJ Davis to present report. Staff Resource: Melinda Lee]

Town Manager Russ Martin indicated that neither Chairman, Mr. Davis nor Community Development Director Carmen Howard were able to attend the meeting to give the report to Council. Martin did indicate that the Commissioners held a special meeting regarding special use permits and appreciated the Commissioners doing so.

**5.2. Second Quarter 2018 Report (April – June 2018) from the Board of Adjustment and Appeals.** [BJ Davis to present report. Staff Resource: Melinda Lee]

Town Manager Russ Martin indicated that the Board of Adjustments and Appeals did not have a report to present to Council for their second quarter, as there were no meetings during this period.

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

None

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

**7.1. Discussion, consideration and possible approval of a contract with Taurus Technology Investment Partners, Inc.(MerIT) for professional services for the Information Technology (IT) services.** [Staff Resource: Russ Martin]

Town Manager Russ Martin explained to Council that this is currently the third Information Technologies (I.T.) company that has serviced the Town during his tenure and with each company, the services improve each time. Martin explained that the Town has made approximately \$300,000 in infrastructure upgrades which is helpful for the I.T. company due to less difficulty in maintaining the service. The cost of the I.T. company is \$60,000/year, which is less than what a specific employee or department would cost the town. The service contract does have cost increments throughout the next few years, and the company is on call for the Town’s needs at any time. Martin commended the company’s customer service as well.

Councilor Gordon questioned if MerIT was a subsidiary of Taurus Technology Investment Partners and requested clarification of who the Town was actually partnering with. Martin indicated contractually the company is Taurus and any motions made should reflect so.

Councilor Baker questioned why there were not bids received on this matter, and if its due to the fact that the amount is paid within a 3-year time frame. Martin explained that before it was paid on an hourly rate and the expense was

increased. Taking a service out to bid is time and money consuming and it was decided there was more benefit to staying with the low price the Town is receiving.

Councilor Baker asked if the cost increase was standard. Martin explained that the company originally asked for the full amount starting in this fiscal year and he told them that was not acceptable and would take the service out to bid if it was a requirement. The company then agreed to a 3-year increment increase.

Councilor Jenkins asked if there was a detailed way of finding out how many hours are spent in comparison of what is being paid. Martin indicated he receives a breakdown any time services are rendered to the town.

Councilor Jenkins questioned if it is equivalent to the payment of an in-house I.T. employee and if so, the town should consider hiring an in house employee. Martin explained that the amount varies throughout the year and currently it is more cost effective to utilize the contract company.

On a motion Councilor Gordon, seconded by Councilor Jenkins, Council unanimously approved contract with Taurus Technology Investment Partners, Inc. (MerIT) for professional services for the Information Technology (IT) services.

**7.2. Discussion, consideration and possible approval of a contract with Southwestern Environmental Services (SEC) for professional engineering services for design of the expanded lift station serving property north of I-17 along Highway 260.** (Staff Resource: Russ Martin, Troy Odell)

Town Manager Russ Martin explained to Council that with the approval of the Red Moon RV Park two weeks ago, it is necessary for the Town to move forward with and to be in control of the design and project for the expanded lift station. Staff believes that it is in the Town's best interest to work with SEC who is transparently working with the developer of the Red Moon RV Park. Martin explained that due to the possible complications of putting a lift station in a flood zone, staff is requesting a budget of up to \$90,000. The anticipated amount is \$70,000. Martin indicated that this is a significant step in infrastructure for the area and will help provide more commercial ventures along Hwy 260.

Vice Mayor Murdock questioned if the location of the lift station is in the previously discussed location and where the budgeted funds would be coming from. Martin indicated that it is within the vicinity but not the exact location. The funding would be through the Waste Water Department's budget. Vice Mayor Murdock stated that she feels that any way the town can help prepare is beneficial to the future of the Town and quoted SEC's motto "Growth is inevitable, it is planning that makes a difference."

Councilor Baker expressed concern about the flood zone issue and possible issues with ADEQ. Martin explained that the difficulty in sewer is there must be gravity to make it work and the benefit of putting it as low as possible outweighs the cost.

Councilor Jenkins asked for clarification regarding the offset cost. Martin explained that there will be 40% which will offset the complete construction. The construction cost is unknown at this time.

On a motion by Vice Mayor Murdock, seconded by Councilor Baker, Council

approved a contract with Southwestern Environmental Services (SEC) for professional engineering services for design of the expanded lift station serving property north of I-17 along Highway 260 up to \$90,000.

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

None

**9. Council Informational Reports.**

Councilor Whatley attended Camp Verde Promotions Water Day. The attendance was lacking and CV Promotions will reassess a possible change of date for a celebration of the 4<sup>th</sup> of July for the Town.

Vice Mayor Murdock indicated that she attended the water day with her kids who thoroughly enjoyed it. She expressed her appreciation to CV Promotions and their continual efforts to keep the community involved. She also attended the local Farmers Market and expressed her appreciation toward the local vendors.

Councilor Gordon attended the water day event with his family and indicated they enjoyed the event and expressed his gratitude to CV Promotions.

Councilor Baker was unable to attend the event but expressed her appreciation toward CV Promotions for all they do for the community.

Mayor German indicated that there will be a meeting August 16 with Northern Arizona Health Care where the community needs assessment will be shared and feels it is important to attend and to address the needs of the citizens and what can be expected for Camp Verde.

**10. Manager/Staff Report**

Town Manager Russ Martin assured Council that he was continuing in his research regarding a recycling option and was going to meet with Sedona Recycles as well as the City of Sedona Town Manager tomorrow, Thursday, July 12, 2018 with hopes of getting several options and concepts to address the issue.

If Council would like to have a League booth, as has been desired on annual basis, staff is in need of council help. Staff can put it together but there needs to be someone to run the booth. He offered the option to meet this Friday morning regarding participation and planning. All Council members interested will be present at 8:30 am on Friday the 13<sup>th</sup>, 2018.

He gave an explanation on why for the last 5 weeks the Clerk's office has been closed on Fridays. This is due to staffing issues as well as lack of necessity to be open. The alternative to having the office open is referring any patrons to the Community Development Department for help, mainly for business licenses. Martin also explained that he is available on most Fridays to help anyone in need. This closure will most likely take place through the first week in August and as of this time, no public complaints have been heard regarding the office closure.

T-mobile has significantly invested in the community cellular market and it is important for the town to discuss more with them due to the large cost of the current cellular bill. A meeting will take place on Friday, July 27, 2018 regarding what they are offering.

**11. Adjournment**

The meeting adjourned at 7:15 pm.

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Mayor Charles German

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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 July 11, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Judy Morgan, Town Clerk