

**MINUTES
SPECIAL SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, JANUARY 9, 2013
6:30 P.M.**

**Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Council motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion**

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, George, Baker, Jones and German were present.

Also Present: Town Manager Russ Martin, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper

3. Pledge of Allegiance

The Pledge was led by Clayton Young.

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) December 5, 2012 Regular Session
- 2) November 28, 2012 Council Hears Planning & Zoning Matters

b) Set Next Meeting, Date and Time:

- 1) January 16, 2013 at 6:30 p.m. – Regular Session
- 2) January 23, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 3) January 30, 2013 at 4:30 p.m. – CIP Work Session

c) Possible approval of a Special Event Liquor License application for Camp Verde Promotions Fundraiser to be held February 16, 2013 at 74 W. Hollamon Street, Camp Verde, AZ from 10:00 a.m. to 6:00 p.m. Staff Resource: Debbie Barber

d) Possible approval of Resolution 2013-879, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, setting 2013 meeting dates and times for Council and all Commissions/Committees, and superseding Resolution 2011-821. Staff Resource: Debbie Barber

e) Possible adoption of the 2013 Policy Statement that authorizes the Mayor, as the Town's Chief Elected Official to support or oppose Legislative Bills relative to the protection of groundwater, State Shared Revenue sources, and land use authority if the Bill(s) adversely affect the Town's interests and needs and immediate response. Staff Resource: Debbie Barber

On a motion by Kovacovich, seconded by Baker, the Consent Agenda was approved as presented, pulling Items 4.a)1) and 4.d); with Kovacovich abstaining from voting on approval of the Minutes for November 28, 2012, since he was not at that meeting.

On a motion by Kovacovich, seconded by Baker, the Council unanimously approved the Minutes, Item 4.a)1), and Item 4.d), with the corrections made.

Councilor George requested that Item 4.a)1), Minutes of December 5, 2012 be pulled; Town Clerk Barber requested that Item 4.d) be pulled.

George pointed out that in the Minutes of December 5, 2012, under Item 8, the motion by German to appoint Brad Gordon and Jim Hisrich to the Planning & Zoning Commission was incorrectly reported as unanimous; there were three "No" votes; the word "unanimous" will be deleted.

Councilor Whatley requested a correction to the Minutes of December 5, on Page 6 in connection with comments attributed to her regarding the Sanitary District. After discussion with the Town Clerk, it was agreed that the statement, "Whatley said that she pays more than \$8.00 per month and does not receive services" should be removed, and the next sentence start with, "Whatley felt this was a step in the right direction...."

Barber pointed out some typographical errors in Item 4.d), Resolution 2013-879; she confirmed that the correction to those errors has been made.

5. Special Announcements & Presentations.

- **Presentation of a Certificate of Appreciation to Fire Chief Clayton Young in recognition of the Camp Verde Fire District's dedication to our Town and Community.** Staff Resource: Russ Martin
- **Welcome to the new businesses:**
 - ❖ **Raytek Lighting Inc. – Phoenix, AZ**
 - ❖ **Galaxy Builders, LLC – Mesa, AZ**
 - ❖ **Ancira Drywall LLC – Rimrock, AZ**
 - ❖ **Profab Custom Sheet Metal LLC - Prescott, AZ**
 - ❖ **Wingfield Bread Company – Camp Verde, AZ**
 - ❖ **Cabinet Warehouse, Inc – Cottonwood, AZ**
 - ❖ **Lucas Tactical – Camp Verde, AZ**
 - ❖ **Arizona Zip Lines, LLC – Powell, OH**

Town Manager Martin said that the Certificate of Appreciation is an opportunity to thank the Fire District and commend the officials and entire crew for the successful, positive working relationship developed with the Town over the past few years. Martin said it was also an opportunity to let the community know that the entities are working well together for their benefit. Mayor Burnside personally presented the Certificate of Appreciation to Fire Chief Young, who in turn thanked the Town for the relationship that has grown and the help received from the Town.

Burnside next warmly welcomed the new businesses as listed.

6. Council Informational Reports.

Whatley reported on her attendance at an informal session to get acquainted with some of the candidates for the Economic Development position; it was interesting and enjoyable.

German expressed her appreciation to the Fire Department; the building on Main Street has really dressed the street up. She also commented on the wonderful Open House and the opportunity to visit the new facility.

7. Call to the Public for items not on the agenda.

There was no public input.

8. Discussion, consideration, and possible appointment of Michael Hough to the Board of Adjustments and Appeals, the term will expire January 2016. Staff Resource: Debbie Barber

On a motion by German, seconded by George, the Council unanimously appointed Michael Hough to the Board of Adjustments and Appeals.

Barber said that Michael Hough had submitted his application for the vacancy on the Board; he is interested in serving on it. Burnside questioned whether there might be a conflict in that Hough is also currently serving on the Planning & Zoning Commission. Martin explained that Zoning Administrator and Building Official decisions may be appealed, which does indicate some P&Z relationship; however, the appeals are not to the P&Z Commission, but involve an administrative body appeal process, and there would be no

contact with the same person from one body to the other.

9. **Discussion, consideration, and possible approval of the Camp Verde Library Endowment's utilization of Rio Verde Plaza Unit #6 for their ongoing Book Sale until the Town requires use of the facility.** Staff Resource: Russ Martin

On a motion by George, seconded by German, the Council unanimously approved the Camp Verde Library Endowment's utilization of Rio Verde Plaza Unit #6 for their ongoing Book Sale until the Town requires use of the facility.

Martin reviewed the service provided by the Library Endowment, circulating surplus and donated books back into the community as well as other areas, through their book sales. The location currently being used by the Endowment soon will no longer be available. Martin has met with them to discuss other opportunities, and after touring possibilities, it was decided that utilizing the Town property would benefit both the Endowment and the Town. The Rio Verde Plaza Unit No. 6 was the location selected; it can be quickly be made ready for occupancy. Martin added that it has been made clear to the Endowment that such an arrangement would be only on a temporary basis.

Burnside invited Charlie German to speak on behalf of the Endowment. German commented that the Endowment is closing in on their goal of \$500,000, and plans to solicit donations nationwide from those who have been known to support libraries. German said that holding the book sales in the proposed new location would hopefully generate some traffic and perhaps lead to filling the entire complex with businesses, and the Endowment would be happy to vacate the unit in that event. There was also a brief discussion regarding the anticipated hours of operation.

10. **Discussion, consideration and possible approval of Resolution 2013-877, a Resolution of the Mayor and Common Council of the Town of Camp Verde (Town), Yavapai County, Arizona, approving the dissolution of and accepting trusteeship of the Camp Verde Sanitary District (District) and ensuring that all obligations shall be paid when due from funds available to the Trustees from the District.**

Staff Resource: Russ Martin

On a motion by George, seconded by Whatley, the Council by a 5-2 vote approved Resolution 2013-877; with "No" votes by German and Baker.

Martin said that the Sanitary District has taken the step required on their part by approving dissolution, and is now ready for the Town to move forward as contemplated. The next step in the process will be to the notice of election, presumably next week if this item is approved tonight. Martin said that the efforts to get information out to the voters will begin following Council approval of the proposed acquisition. Martin confirmed that the Town Attorney has been consistently involved in the processing of the resolution and preparation for election.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Irene Peoble questioned whether the entire Town would become part of the Sewer District, and will there be a cost to the property owners whether or not they are in the Sewer District of any more money in taxes; it will be difficult to get the information out in a way that everyone can understand.

Bob Johnson, from Verde Lakes, understands from the papers that there will an additional cost of \$9, making the total about \$40; also, what will the hookup fee cost. *(Martin said that the key is that the extra cost would only depend on getting the services. The user fee amount would be increased to offset what is necessary to operate the Sewer District. Currently that is done through a property tax which would go away since the Town would not be enabled to impose that type of property tax on everyone in the District. Those not currently paying for the District or getting services will see no change in their property tax bills, as far as any Sewer District tax.)*

Charlie German asked, assuming the ballot measure passes and the boundaries are expanded as proposed involving some outlying area or existing subdivision, what is the process, if any, for the property owner to request inclusion in the Sewer District. *(Martin said that decisions involving areas that would be expanded into would be based on business decisions that are made within the Sewer Fund budget, a separate enterprise fund that will be separate from the General Fund. To accommodate a single request would probably not make good business sense. Any expansions or additions would be done on a cost benefit analysis, on an individualized basis, and would always be done within the public purview. Martin noted that expanding lines that may be necessary to attract commercial development generates a return on that investment; such decisions pay off for the benefit of the community in a different way.)*

There was no further public input.

Burnside said that the discussion could continue interminably, but until the Council says to put the issue to a vote, that is when the process to begin to educate the public becomes the responsibility of the Town Manager. If the Council approves setting the election, Burnside urged the public to put their questions in writing and send them to Martin to help give him the opportunity to educate the public on the ballot issue. Following the action taken, Burnside requested that Martin answer the questions posed by Ms. People.

Councilor George requested the following item:

11. **Discussion, consideration, and possible direction to staff to construct or purchase a plaque honoring the donation of land for river access at the Rezzonico Family Park.**

On a motion by George, seconded by Whatley, the Council directed staff to construct or purchase a plaque honoring the donation of land for river access at the Rezzonico Family Park in the amount of Not to Exceed \$250, the purpose being to honor the Babbitt family; **German abstained.**

George said that in doing some research on Rezzonico Park, he found that there were three parcels involved, the Rezzonico parcel, and two parcels that had been donated by the Spur Land & Cattle Company. That company has never been given any recognition for that donation, although in 2006 there was a proposal to create a plaque to honor that, but it never was finalized. George said he had contacted the Babbitts and they have indicated they just want a simple sign that says, "Spur Landing." George has looked into creating such a sign and it appears the cost would be approximately \$125, including using some material already available. George referred to rough sketches that he had provided, suggesting that complete information memorializing the Babbitt Family donation could be accessed with a cell phone using a "QR" code on the sign. After discussion, it was generally agreed that it might be better to just create a simple sign, perhaps with the Babbitt brand. It was also suggested that the possible cost should be approximately \$250.

Councilor Whatley requested the following item:

12. **Discussion, consideration, and possible direction to staff to prepare a resolution amending the Council Policies, Rules, & Procedures, Section 15.2, to encourage Council members who are unable to attend a regular meeting, special session, or work session, would be expected to attend telephonically or listen to the entire audio of the meeting(s) that was missed. Executive Sessions are excluded, but would be listened to in the Clerk's Office at a later date.**

On a motion by Whatley, seconded by George, the Council voted 3-4 to add to the Policies and Procedures Section 15.2, under the second bullet point, the following verbiage: *"If a member is unable to attend a meeting, either in person or telephonically or by other electronic means, the member should make every attempt to listen to the entire audio of the meeting that was missed; Executive session recordings may be reviewed in the Clerk's office only"*; the motion failed with Kovacovich, Baker, Jones and German voting 'No'.

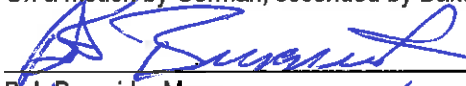
Whatley referred to recent discussions and concerns expressed about attending meetings or not attending, or how they are attended. She said she is proposing that additional language be included in the Council Policies & Procedures, Section 15.2, to set forth the specific procedure to follow after a member is unable to attend a meeting, in order to stay fully informed of all Council proceedings, which she feels is the duty of each member to the electorate. Whatley reviewed the proposed language to be added to the second bullet point in the list headed by, "All Council Members should:"

Kovacovich commented that serving on Council is a volunteer job, and such specific instructions to go to the Clerk's office to listen to the recordings may be going a little too far; Whatley said those could be listened to on a computer at home. Burnside pointed out that the language only states, "should make every attempt"; it is not a mandate. Whatley added that reviewing missed meetings helps to avoid repeated discussions or questions. German said she agreed with Kovacovich; she would hope that an elected official has the integrity to voluntarily stay informed, and such specific language would seem to insinuate a lack of integrity. Whatley said she believes the addition would be helpful to a new Council member, and even shows respect to other members. Baker pointed out that something else is being added to the procedures, with no way of checking that such procedures are followed; also, many times issues are readdressed even when all members have attended a meeting. Baker said there is thorough League training for new members, and continuous lessons learned while serving on the Council; the proposed added language is simply a waste of words. George said the language only adds to the list of what every Council member is already doing.


- 13. **Call to the Public for items not on the agenda.**
There was no public input.

- 14. **Manager/Staff Report**
Martin said he would be meeting with County Supervisor Thurman regarding the Hwy 260 issue among other items, and will plan to try to schedule a session for him to meet with the Town Council with perhaps an agenda to work through. Martin gave an update on the progress on filling the Economic Development Director position; he said he would also appreciate input from Council members. Martin anticipates that by Monday he would have a recommendation on which direction to take. Martin tentatively outlined issues to be addressed at the January 30 CIP meeting, and described the newly created digital CIP format that should be very helpful for future planning and decisions.

- 15. **Adjournment**
On a motion by German, seconded by Baker, the meeting was adjourned at 7:31 p.m.



Bob Burnside, Mayor 1-23-13



Margaret Harper, Recording Secretary

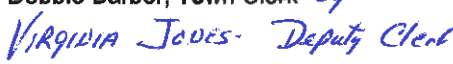
CERTIFICATION

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 the 9th day of January 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 24th day of January, 2013.



Debbie Barber, Town Clerk 13



VIRGINIA JONES, Deputy Clerk