

A G E N D A

COMMON COUNCIL
TOWN OF CAMP VERDE

DECEMBER 15, 1986

CAMP VERDE LIBRARY BUILDING
CAMP VERDE, ARIZONA

- | | | | |
|----------|----|-----------|--|
| ITEM NO. | 1. | 7:00 p.m. | Swearing in of Town Council; Judge Ralph Lizotte. |
| ITEM NO. | 2. | 7:10 p.m. | Consider election of Mayor or appoint Council Person to sign documents for Town of Camp Verde. |
| ITEM NO. | 3. | 7:20 p.m. | Deputy County Attorney Randy Schurr: Open Meeting Law and briefing on County services. |
| ITEM NO. | 4. | 7:50 p.m. | Set next meeting date and time. |

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UNOFFICIAL MINUTES OF MEETING OF COMMON COUNCIL, December 15, 1986

The Common Council began session on December 15, 1986

Present: Bob Barker, member; Mona Cooley, member; Carol Blaich, member; Karen Mealey, member; John McReynolds, member; Tom Neilson, member; Ben Pareja, member, Louise Jackson, Acting Clerk.

Chairman of the Board of Supervisors Mauldin called the meeting to order.

Judge Ralph Lizotte gave the Oath of Office to each Council member.

Member Neilson made a motion to elect member Barker Mayor. Member Blaich seconded the motion.

Member McReynolds asked for clarification on difference between Mayor and Chairperson. Member Mealey asked about the possibility of having a Chairman maybe on some rotating basis. Member Pareja said that he thought it would be a good idea to go with a Chairperson or something similar and save the honor of first Mayor of Camp Verde for the elected Board.

County Attorney Randy Schurr read the statute stating a Mayor had to be chosen within 20 days. Member Pareja called for the question. Members Cooley, Blaich, McReynolds, Neilson, and Pareja voted for. Member Mealey voted against and member Barker abstained.

Mayor Barker took over the meeting stating that he would like to thank all the people that had got Camp Verde so far. Carol Connor, Chairman of the Incorporation Drive, Loft Hollamon, Dale Hunter, Vera Sturges, and Ernie Yeager. These people had all met for 6 months gathering facts and figures. Bea Richmond was in charge of the signature gathering committee after the original group started the drive. Sam and Dorothy Hammerstrom were also among the many people that worked so many hours to get the incorporation effort to work. Mayor Barker said that this will work and work well, and that he thought that the council intended to get everyone in Camp Verde involved that wanted to be.

County Attorney Randy Schurr gave a report on the Open Meeting Law. He said the purpose was to be sure that there were public meetings at places and times people can attend. Anytime a quorum of the council meets they are subject to the open meeting law. However, it only applies if they discuss or take legal action.

Notice of meetings must be posted at least 24 hours in advance and minutes must be taken of meetings. Minutes may be taken by hand or taped. They have to have a general description of discussions and an accurate description of legal action taken. Minutes of meetings must be available within 3 working days. A public meeting does not necessarily have to have public input.

A document must be filed with the County Board of Supervisors stating where regular meetings will be held, what time, and where it will be posted.

Mr. Schurr said that on some agendas they have a call to public. At that time the public can bring up anything they want and you can't rebut it if it is not on the Agenda. The Yavapai County Attorney's office and the Attorney General do not believe it is a really good practice to use this section on an Agenda.

If the council goes into Executive Session it needs to be very specific on the agenda and the statute and section needs to be listed. There must be a majority vote before you can go into Executive Session. Executive Sessions are for employee related matters, to discuss reports not open for public and to consult with your attorney.

If you are going to take legal action it must be done publicly.

Executive Session minutes are confidential, including from any councilpersons that were absent from the session.

Conflict of interest statute means that you cannot vote where you or a relative has interest. You must announce what your interest is and excuse yourself from any discussion or vote.

As a council person you cannot sell anything to the Town, even through a store you might own. The Town can adopt a policy that would cover selling to the Town if it is not more than \$300 per transaction and not more than \$1,000 per year. A good basic rule to go by is if there is any chance of monetary gain abstain from voting.

Any code, regulation, or rule in effect at time of incorporation remains in effect until July 1st unless the Town passes an ordinance contrary.

The Flood Plain ordinance remains in effect.

The County will continue to provide services until July 1st.

All roads, alleys, sidewalks, that were countys are now the Town of Camp Verde. The county will do basics unless the council tells them not to.

Member Neilson asked if that included Law Enforcement, and if on July 1 the Town had to take over that. Mr Schurr stated that they could have their own Law Enforcement or contract through an inter-governmental agreement.

All incorporated areas in Yavapai County contract with the County for landfills, except for the City of Prescott. The County contracts with the City of Prescott.

Mr. Schurr stated that incorporating as a Town means that the County still would provide health services, if they had incorporated as a City they would have to provide their own.

Mayor Barker said the League of Cities and Towns would like to come up as soon as possible and spend 2 or 3 hours with the Council.

Next meeting was set for Wednesday December 17, 1986 at 7:00 P.M.

The meeting was adjourned.

AGENDA

**COMMON COUNCIL
TOWN OF CAMP VERDE, ARIZONA**

**7:00 PM
DECEMBER 17, 1986**

**LIBRARY
CAMP VERDE HIGH SCHOOL
CAMP VERDE, ARIZONA**

- 1. Acceptance of minutes of December 15, 1986 meeting**
- 2. Presentation by League of Cities and Towns**
- 3. Arrange for temporary personnel**
- 4. Set next meeting date and time and consider permanent meeting place and time**

MINUTES OF THE COMMON COUNCIL
Town of Camp Verde, Arizona
December 17, 1986

The Common Council of the Town of Camp Verde, Arizona met on December 17, 1986, at the Camp Verde High School Library, Camp Verde, Arizona, in order to conduct the Council's regular business. The meeting was called to order by Mayor Barker at 7:00 p.m.

Council Members Present

Bob Barker, Carol Blaich, Mona Cooley,
John McReynolds, Karen Mealey and Ben
Pareja. Tom Nielson arrived at 7:01 p.m.

Also Present

Cathy Connolly and Jeff Martin from the
League of Arizona Cities and Towns; and
Liane M. Nash acting as recording secretary.

Minutes of December 15, 1986.

ON MOTION of Karen Nealey, seconded by John McReynolds, the minutes of the December 15, 1986 meeting were accepted unanimously.

Presentation by League of Arizona Cities and Towns.

Mayor Barker thereafter turned the meeting over to Ms. Connolly and Mr. Martin from the League. Mr. Martin gave a brief history of the League, its founding, and its purposes. He reviewed the basic purpose of this interim council and that its focus should be to make the basic decisions in getting everything ready for the first elected council.

Ms. Connolly thereafter went through the packet of materials supplied by the League to each council member and stated emphatically that the census must be acted upon immediately in order to obtain the state shared revenues. It will take approximately three months to get the census back, and she further stated that the census must be filed before July 1, 1987.

The elections calendar was discussed and the council was urged to act on the Call of Election immediately, get it published, and proceed to distribute the nominating packets to prospective council members.

The Primary Election will take place March 31, 1987 and the General Election will be held May 19, 1987. Candidate packets are attached to these minutes and incorporated herein.

Ms. Connolly thereafter discussed non-partisan elections and advised that if a candidate receives a majority of the votes in the primary, he or she need not run in the general election. She also discussed the possibility of staggered terms, i.e., four members for four years and three members for two years. This possibility would have to be voted on by the electorate. If the electorate chose to use staggered terms, the winning candidates would thereafter draw lots for the different terms.

Mr. Martin went through the sample financial materials and budgets. He reiterated that an interim budget must be adopted immediately. Sample budgets are affixed to these minutes and made a part hereof. The necessity of setting up a bank account with the warrant system was urged. He advised that the 1987-88 Tentative Fiscal Year Budget must be adopted by July 20, 1987. He also stated that the Town is not allowed to borrow money.

Ms. Connolly stated that a Town Clerk was needed as soon as possible with a manager being hired later. The election is a must and the census and budget preparation are musts.

A question arose as to how many signatures were required on the nominating petitions. The calculations are based on the total number of qualified electors which is approximately 2253 at the present time; therefore the minimum number of signatures required would be 113 and the maximum 225.

Public officials, their duties and obligations was then discussed. There are four basic tenents: complying with open meeting law; conflict of interest; incompatibility of office and nepotism.

Additional information provided by the League is attached to the minutes and incorporated therein.

The meeting recessed at 8:10 p.m.

The meeting reconvened at 8:20 p.m.

Mr. Martin informed the council that the League was putting together an insurance pool which would have available liability, errors and omissions, property and auto coverage. It will be similar to a self-insured pool and the cost is estimated at approximately \$1.00 per person. Mr. Barker will look into the insurance question immediately.

The status of the County of Yavapai vis-a-vis the Town Council was discussed. Ms. Connolly stated that until ordinances, building codes, etc., are adopted by the Council, the County will continue to be the authority and that any comments from the council will be strictly in an advisory capacity.

The hiring of legal counsel was discussed, and Mr. Barker requested Mr. Pareja, Mr. Nielson and Mr. McReynolds to look for prospective candidates.

The APS franchise was discussed briefly. Ms. Richmond stated that the Butler Recreation Center and the Camp Verde Community Building both have deed restrictions in them stating that when the town incorporated they would be deeded to the town. Ms. Connolly stated that if the council chose to accept the said properties, it could, but that it would be entirely voluntary on the part of the council.

The meeting was opened to questions from the audience. Thereafter, Mr. Barker and the council members expressed their deep appreciation to the League and to Cathy and Jeff for all the help and assistance to date.

Temporary Personnel

The necessity for temporary personnel was discussed along with possible locations for an office, a post office box, telephone, etc. Mr. Barker thereafter appointed Mrs. Blaich, Mrs. Cooley and Mrs. Mealey to a committee to attempt to secure the services of a temporary secretary to work on an as needed basis.

Next Meeting Date, Time and Place

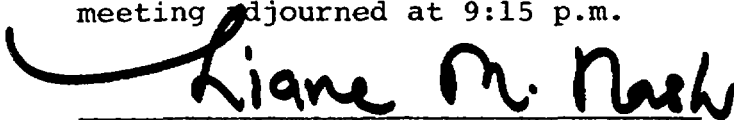
The next meeting of the council was set for Monday, December 22, 1986, at 6:00 p.m. at the High School Library. Notices of the meeting in conformance with the open meeting law, will be posted at the Chamber of Commerce office, Bashas' Market, and Fairway Market.

Miscellany

Mr. Pareja requested that plaques indicating the incorporation date be provided to the Historical Society for its permanent possession. No action was taken.

Adjournment

ON MOTION by Mrs. Mealey, seconded by Mr. Pareja, the meeting adjourned at 9:15 p.m.



Liane M. Nash
Acting Recording Secretary

AGENDA

**COMMON COUNCIL
TOWN OF CAMP VERDE**

**6:00 PM
DECEMBER 22, 1986**

**LIBRARY
CAMP VERDE HIGH SCHOOL
CAMP VERDE, ARIZONA**

1. Roll call
2. Approval of minutes of December 17, 1986 meeting
3. Presentation of gavel to Mayor Barker by Vernon Dorothy
4. Approval of Resolution for Call of Election
5. Arrange for census
6. Selection of temporary personnel
7. Appointment of interim committees
8. Presentation of Camp Verde Master Plan-Ted Morris

MINUTES OF THE COMMON COUNCIL
Town of Camp Verde, Arizona

December 22, 1986

The Common Council of the Town of Camp Verde, Arizona, met on December 22, 1986, at the Camp Verde High School Library, Camp Verde, Arizona, in order to conduct the council's regular business. The meeting was called to order by Mayor Barker at 7 p.m.

Council Members Present:

Bob Barker, Carol Blaich, Mona Cooley,
John McReynolds, Karen Mealey, Tom
Neilson, and Ben Pareja.

Also Present:

Liane M. Nash, Acting Recording Secretary

Minutes of the December 17, 1986 Meeting

After review, ON MOTION by COOLEY, seconded by MEALEY, the minutes of the December 17, 1986 meeting were accepted unanimously.

Presentation of Gavel to Mayor Barker by Vernon Dorathy

Vernon Doarthy thereafter presented a gavel to Mayor Barker in recognition as the first mayor of Camp Verde. The Mayor accepted the gavel with thanks.

Approval of Resolution for Call of Election

Recording Secretary Mrs. Nash then read the Call of Election into the record. A copy is attached hereto as Exhibit "A" and made a part of these minutes. ON MOTION of PAREJA, seconded by MEALEY, Resolution 86-01 was accepted unanimously with the exception that the location for picking up nominating papers and filing nominating papers will be changed from Barker Realty to the Camp Verde Chamber of Commerce office on the corner of Main and Turner, Camp Verde, Arizona 86322.

Call of Election/Ordinance Procedure for Non-Partisan Election

Recording Secretary Mrs. Nash thereafter read Ordinance 86-A01 into the record. A copy is attached hereto as Exhibit "B" and made a part of these minutes. ON MOTION of BLAICH, seconded by COOLEY, Ordinance 86-A01 adopting optional procedures for municipal elections as authorized in A.R.S. Section 9-821.01 was accepted unanimously.

The question of two-year and four year staggered terms was tabled for a later meeting.

Arrangement for Census

Mayor Barker reiterated the necessity of immediately arranging for the census to be taken. He suggested the appointment of a committee to work on this task. They are: Jackie Baker, Dorothy Hammerstrom and Vernon Dorathy.

ON MOTION by Pareja, seconded by Neilson, Jackie Baker, Dorothy Hammerstrom and Vernon Dorathy were appointed a volunteer committee to look into all phases of the census and election. Passed unanimously.

Selection of Temporary Personnel

Mrs. Blaich reported to the council regarding the hiring of a temporary secretary. She recommended Susan Marshall for the temporary position at a rate of \$5.50 per hour to be used on an "as needed" basis.

ON MOTION by Neilson, seconded by Mealey, Susan Marshall was hired at a temporary secretary, at the rate of \$5.50 per hour to be used on as "as needed" basis. Carried unanimously. Mrs. Blaich was asked to notify Ms. Marshall.

Selection of Temporary Town Attorney

The hiring of a town attorney was discussed by Mr. Neilson who advised the council he had contacted six attorneys in the area:

Ron Ramsey, Esq. (Retainer of \$300 per mo. minimum)
(will work "free" for the present time)

Chris Jensen, Esq.
(\$80 per hour; \$70 per hour for municipal work)

Lou Levin, Esq.
(\$85 per hour; \$40 per hour travel time)

Mike Kelley, Esq.
(\$85 per hour)

Rick Mabery, Esq.
(not available until after 10 January 1987)

Dale Williams, Esq.
(declined)

Discussion followed. Thereafter, ON MOTION of Pareja,

seconded by Neilson, it was agreed to hire Ronald C. Ramsey, Esq. at the rate of \$1.00 per month, as the temporary Town Attorney. Passed unanimously.

For Information Only

Mayor Barker passed on to the council the good wishes of Representative Bob Stump.

Appointment of Interim Committees

ON MOTION of Mealey, seconded by Cooley, the following interim committees were appointed:

Census and Elections:

Jackie Baker, Dorothy Hammerstrom
and Vernon Dorathy

Budget and Finance:

Dale Hunter, Chairman
Linda Wolfe
Carter Rogers
Frank Blake
Greg Freeman

Personnel:

Sam Hammerstrom, Chairman
Ernie Jackson
Casey Dennis

Road Department Screening & Equipment

C. A. McDonald, Chairman
C. Loft Hollamon
Tap Parsons

Library Advisory Board

Gwen Gunnell and Jan Nichol森, Co-Chairman
and Mary Lyons

Search Committee/Old High School Acquisition

Morris Humphrey
Henry H. Kaldenbaugh, M.D.
John Crane

Town Historian

Margaret Hallett

PASSED UNANIMOUSLY.

The council recessed at 7 p.m.

Master Plan Committee Presentation

Ted Morris, chairman of the master plan committee, and Richard Parker of the Yavapai County Planning Department thereafter presented to the council the proposed plan, density meanings, transportation corridors, etc. Ted explained that the volunteer committee has been working for approximately 8 months and feels that the committee has accomplished what it set out to do. Mr. Parker advised that the master plan which is being proposed is a tool or guide to the council and in no way are the designations "set in concrete." He also advised that there are several projects before the Planning Commission at the present time which must be accepted upon, but that the Planning Commission felt it must defer to the Town Council until a policy statement was issued to the Commission by the council.

Mayor Barker stated that a planning and zoning commission will be appointed by the council at a later date, but that the council needed to develop interim policy and work in liason with the Planning Commission. He suggested we urge the county to proceed with the hearing processes and function on behalf of the town.

Richard Parker stated that the County is seeking the input and direction of the council and formulate interim policy until the Town's own planning and zoning commission is formed.

ON MOTION by Pareja, seconded by Neilson, it was MOVED that the Council urge the County of Yavapai to continue to hear and handle planning and zoning cases as it has in the past, but to allow the Council's input and recommendations. Carried unanimously.

ON MOTION by Cooley, seconded by Mealey, it was MOVED that the Council urge Yavapai County to consider adopting the proposed Master Plan or an amended version as presented by the Master Plan Committee at this meeting. Carried unanimously.

Next Meeting Time, Date and Place

The next meeting of the Council will be January 5, 1987, at the hour of 7 p.m. in the Community Building/Library.

Questions from the Floor

Mayor Barker asked for questions from the floor and expressed his gratitude to the townpeople for their support.

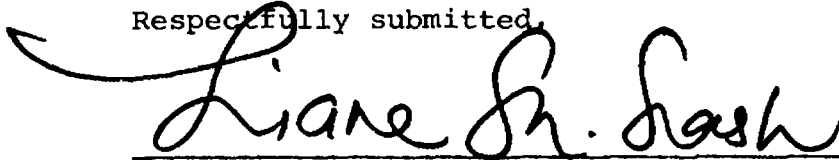
Town Logo

John McReynolds asked about a town logo. Carol Blaich suggested a commission be formed to solicit ideas. Tabled until the next meeting.

Adjournment

ON MOTION of Mealey, seconded by Cooley, the meeting adjourned at 8:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Liane M. Nash". The signature is written in black ink and is positioned above the printed name and title.

Liane M. Nash
Acting Recording Secretary

* Town Post Office Box Number: P.O. Box 710
Camp Verde, AZ 86322