DRAFT MINUTES
WORK SESSION
MAYOR AND COMMON COUNCIL
Of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY MAY 13, 2015 at 5:30 p.m.

1. **Call to Order**
Mayor German called the meeting to order at 5:30 pm.

2. **Roll Call**
Mayor German, Vice Mayor Baker, Councilors George, Gordon, Jones and Whatley are present. Councilor Carol German is absent.

Also Present: Town Manager Russ Martin, Town Clerk Virginia Jones, Marshal Nancy Gardner, Parks and Recreation Director Michael Marshall, Public Works Director Ron Long, Sewer Department Jan Grogan and Recording Secretary Marie Moore.

3. **Pledge of Allegiance:**
Councilor Brad Gordon led the Pledge of Allegiance.

4. **Presentation by Dispatch Supervisor, Mary Newton of the Marshal's Office regarding a new notification system "Info Red" that will be implemented at the Marshal's Office, July 1, 2015 in order to notify different 'Groups" on emergencies, critical incidents, and EOC activations, etc. The Groups will consist of Mayor, Manager and Council members, Public Works, Department Heads, CVMO Sergeants, and Town Employees for EOC activations. Etc.**

Dispatch Supervisor Mary Newton explained the new emergency messaging system that the Marshal's Office will be putting in place effective July 1, 2015. Newton explained that in the event of an emergency Council will be notified by cell phone or e-mail. Council did not take any action but agreed this is a very important notification system and expressed gratitude to Mary and the Marshal's Office.

5. **Presentation by Camp Verde Marshal's Office VIP Coordinator Darby Martin, followed by discussion.**

Martin explained that in January the VIP Program (Volunteers in Police Service) had been suspended. The program has now been brought back to the Marshal's Office with job titles, polices and training guidelines. In reply to Council questions Martin stated there are currently five (5) active volunteers.

6. **Presentation and discussion with the Verde Valley Land Preservation Group.**
Councilor Gordon indicated that he is a liaison for the Group and discussed a handout regarding open space. Gordon indicated that in the past there was monetary support from the Town and they are now seeking it again, specifically a $500 donation and in return the group would help represent the Town's interest.

Councilor George indicated there are several groups looking for monetary support and it would need to be taken into consideration which groups would be supported and by how much.

7. **Presentation and discussion with Howard Parrish representing the Camp Verde Cavalry group.**

Howard Parrish represented the Camp Verde Calvary and explained that that the insurance cost has raised and they are required to have $2 million worth of coverage and they are requesting monetary help with the insurance.

Howard informed council of all the events the Calvary group has participated in and that the members have always covered all the costs associated with representing Camp Verde.

Councilor George questioned if the Colonel's daughter was included under the insurance requirement. Parrish indicated that the event is covered under their policy.

Councilor Gordon indicated the town would cover local events but it is the out of town events that would not be included under the town insurance most likely.

Mayor German indicated that the he felt the Calvary group is a long standing group in the town and deserved support to continue to represent the Town as it has for numerous years in the past.

Vice Mayor Baker indicated that she felt this is a part of economic development with the town and favored supporting the request.

Councilor Whatley indicated that for 57 years the group has paid for everything on their own and feels that it is essential for the group to continue their activities and supported the request.

Public Input:
Tom Pitts stated he supported Council funding the Calvary's request.

8. **~~Presentation and discussion with Camp Verde District.~~ PRESENTATION BY REPRESENTATIVE FROM THE VERDE VALLEY SENIOR CENTER, FOLLOWED BY DISCUSSION.**

Elaine Bremner gave a brief overview of what the Verde Valley Senior Center provides for Camp Verde and indicated that day alone 46 residents in Camp Verde were served by meals on wheels. Bremner explained the importance of the senior center and all that is put into making the program work but without monetary help they aren't going to be able to continue on.

Councilor Whatley inquired how much the center was requesting and Vice Mayor Baker requested the amount NACOG contributes to the program as well. Bremner explained that the Center is not only in need of monetary support but also an extra driver to volunteer a few hours of time each week. Councilor Jones requested information regarding the logistics for the volunteer program.

Public Input
Steve Goetting stated he agreed that there needs to be more volunteers but explained most residents can't afford to donate the time.

9. **Discussion, consideration, and possible direction to staff relative to the Draft FY 2015-2016 Tentative Budget. Discussion may include, <u>in no particular order,</u> and not limited to the following budget units.** Note: Any items not addressed at this meeting may be carried over to a subsequent meeting.
   a. **Revenues**
   b. **General Government**
   c. **Capital Improvements**

Parks and Recreation Director Mike Marshall spoke regarding his strong advocacy toward the updating the website and indicated that it is difficult with the current website and the template they are working on would be very efficient and useful for events and scheduling. Marshal indicated the Town gym roof is in need of replacement and it is imperative for the Town to protect the investment of the new floor and bleachers. Marshall also discussed the impact of the possibility of the Magistrate Court moving to rooms 206 and 207 and questioned where the town would move the current inventory being stored.

Councilor Gordon requested to know what was wrong with the roof gym and why it is to cost so much. Marshall indicated he did not know specific details but supported the replacement.

Councilor George indicated that the felt the shade over the playground is not necessary at Butler park at this time and recommended looking into one of the 90 grants he found through the ECivics program for playgrounds.

Marshall discussed the flooring in room 204 and indicated the wood floor replacement cost would be $7000. Mayor German questioned the increase in noise due to a change in flooring. Marshall indicated he did not think that it would be an issue.

Marshall discussed the need for a 15 passenger bus to be used primarily for transporting people on out of town trips and it would also be used for the library youth events as well. As of now, there are two vehicles that are available for use but with that is double the cost in fuel and additional drivers as well.

Waste Water / Sewer

Jan Grogan explained the need for a new sewer camera and how it would benefit the Department and Town. Councilor George inquired if this camera could be rented if needed. Jan indicated that yes it can be hired out and some local plumbers did have the service available.

Grogan indicated that there are no phone lines at the plant and they are not linked with the town system and having a phone would be beneficial for the Department for obvious reasons.

Public Works Deputy Director Troy Odell indicated that the Hwy 260 project and Community Development is currently working in conjunction with him in reviewing all the RFQ's received for services needed regarding the project. Odell indicated that it is essential for the town to implement the sleeves for sewer lines.

Public Input:

Tom Pitts questioned if the sewer has coordinated with other utility companies putting into the project. Odell indicated that they are in utility coordination meetings at the present time.

The Mayor called for a recess at 7:24 p.m. and reconvened at 7:34 p.m.

Public Works:

Public Works Director Ron Long explained to Council that at this time the most important need is a tractor. He discussed the cost of last year's repairs and explained that it couldn't be kept on the road.

Councilor George stated that he used a weed eater for a neighbor because the tractor was not working. Long indicated that the network connection is not adequate for the street yard and they are currently using a hotspot. Councilor George recommended linking into Century Link that is available. Marshal Gardner indicated that there is no phone service at the shelter either. Mayor German requested that Sudden Link be considered as a service provider as well.

Long discussed the need for a new sewer line at the animal shelter facility. Mayor German asked if there was cost savings in having town employees dig the trench and then fill it in.

Councilor George requested to postpone this request because currently the facility was functioning and this was not a priority.

Long explained the need for a digital sign board and the how the town had multiple needs for the board. Long strongly encouraged buying a new board rather than used. Councilor George questioned what methods are currently used during road closures and Long indicated barriers and spray paint on boards are the current method.

Mayor German questioned how often a board would be used and questioned if it there was such an emergency with the town, the help from the county should be sought after. Long agreed but indicated that it could be used for community events and every day construction uses that affect traffic and safety

Maintenance:

Engineer Ron Long stated the current bucket truck is not road worthy and this truck in particular was "reconditioned" when it was purchased and it only lasted approximately 3 years before the town started having major problems with the truck. Councilor George indicated that it would be more cost effective to lease a truck when needed rather than purchasing the vehicle.

Councilor Whatley indicated that it would take 11 years of leasing to come up to the amount requested to purchase the vehicle. Mayor German asked if the $5000 rental fee was only for banner hanging, and long indicated that was correct and if there was a bucket truck available then it would be used for minor tree trimming, etc. Councilor Jones inquired about other equipment that could be used to complete the needs at a potentially cheaper cost.

Long indicated that the Main Street Maintenance Yard was in need of additional storage and expansion, The gym roof issue will be determined once the roof is removed and all the damage to the roof deck is assessed. Currently it is estimated that 30% of the roof deck needs to be replaced.

Council George indicated he felt that the gym roof is a priority and should be handled this year.

Long spoke about the Butler playground and addressed the request regarding seeking grants for funding by explaining that there isn't enough staff to go after grants that may be available but feels it is an option.

Long also explained to Council that the Community Pool building roof has been continually patched and it needs a pitched roof rather than the flat roof it currently has. The skate park is in need of new lighting and the proper LED lighting is estimated at $7000.00. Mayor German recommended that APS be contacted to in regards to any help toward the lights and Councilor Jones requested staff seek out information regarding the Dark Skies Program for aid as well.

Long discussed the necessity of clean out at Falkner Wash box culverts and the issues that arises due to flooding during monsoons. There is currently no equipment available through the town to clean out the culverts and it is necessary to hire a properly licensed, insured and equipped contractor.

Maintenance requested that the culverts used for various projects be replaced and requested the culverts be purchased in bulk to save on freight. Councilor Jones questioned whose culverts are being replaced. Long stated only ones in the towns right away, none for personal properties.

Camp Verde Promotions has requested two more sets of banner poles be placed in the town as well.

Public Input:

Jan Osterhout Manager at Trails End RV Park spoke to council regarding Falkner Wash and explained that having been there 5 years the RV park worries due to their location so close to the wash and indicated that it has to be maintained yearly. Mayor German questioned if the county had been contacted regarding help and equipment, Troy Odell stated funding was denied and the county hires out all work for similar problems.

10. Adjournment

On a motion by Baker, seconded by Jones, the meeting adjourned at 8:30 pm.

_____
Charles German, Mayor

_____
Marie Moore, 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 Regular Session of the Town Council of Camp Verde, Arizona, held on May 13, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2015.

_____
Virginia Jones, Town Clerk