

**TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 19, 2017 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 6:30p.m.

2. **Roll Call**

Mayor Charles German, Vice Mayor Jessie Murdock, Councilor Robin Whatley, Councilor Brad Gordon, Councilor Jackie Baker, and Councilor Dee Jenkins. Councilor Buck Buchanan is absent.

Also Present

Town Manager Russ Martin, Building Official Robert Foreman, Community Development Director Carmen Howard, Librarian Kathy Hellman, Marshal Gardner, Intern Jessica Panitz, Town Clerk Virginia Jones and Recording Secretary Jennifer Shilling.

Mayor German removed Item 5b, Beatification Award to Udderly Devine from the agenda.

3. **Pledge of Allegiance**

Mayor German led the Pledge.

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:

Regular Session – April 5, 2017

b) Set Next Meeting, Date and Time:

- 1) Friday, April 21, 2017 at 8:00 a.m. – Work Session
- 2) Wednesday, April 26, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 3) Wednesday, May 3, 2017 at 6:30 p.m. – Regular Session
- 4) Wednesday, May 10, 2017 at 5:30 p.m. – Work Session
- 5) Wednesday, May 17, 2017 at 6:30 p.m. – Regular Session
- 6) Wednesday, May 24, 2017 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) Possible approval to apply for a no-match grant through the Arizona Community Foundation for K-9 training and temporary kennels, in the amount of \$2,752.75.

d) Possible approval of the \$57,700 Kimley-Horn Scope of Services for design of the Community Park Entrance Road.

Motion was made by Councilor Gordon to approve the Consent Agenda. Second was made by Councilor Baker. Council unanimously approved the Consent Agenda.

5. **Special Announcements and presentations:**

Mayor German read the proclamation, declaring April 22, 2017 as Camp Verde Arbor Day Celebration 2017.

Mayor German took a Point of Personal Privilege to recognize Interns Harriett Bui and Jessica Panitz . He stated he appreciates their time and talents and presented them with gift bags.

6. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

Bruce George- As the local coordinator of the AARP Tax Aid Service, indicated they had an overwhelming request for help this year. He wanted to thank the Camp Verde Community Library for letting them use their space to do these taxes.

7. **Public Hearing followed by discussion, consideration and possible approval of a Series 12 (Restaurant) Liquor License application #12133675 for La Margarita, agent Gladira Hernandez-Vazquez located at 77 General Crook Trail in Camp Verde, AZ.**

- **Staff Comments-** Staff received the application on March 24, 2017 and has posted the application for 20 days as required by law.
- **Comment from Applicant-** was not able to be present at the meeting.
- **Public Hearing Open:** 6:40p.m.
No public comments.
- **Public Hearing Closed:** 6:41p.m.
- **Council Discussion-** Councilor Murdock inquired an email she received from the sewer district is tied to this applicant. Town Manager Russ Martin stated they were not tied together.

Motion made by Councilor Baker to approve Class 12 (Restaurant) Liquor License application #12133675 for La Margarita, Agent Gladira Hernandez Vazquez located at 77 General Cook Trail in Camp Verde. Second was made by Councilor Jenkins. **Motion** carried unanimously.

8. **Quarterly reports from Planning & Zoning Commission and the Board of Adjustments and Appeals.** Community Development Director Carmen Howard stated there were not many meeting to report on but would be able to answer any questions the Council may have from the Planning and Zoning Commission or the Board of Adjustments and Appeals. Council did not have any questions.
9. **Discussion, consideration and possible approval of an Intergovernmental Agreement between the Town of Camp Verde and Yavapai Community College District.** Staff Resource: Kathy Hellman

Librarian Kathy Hellman stated they are working with Yavapai College's IT Department to bring their presence into the library. Yavapai College was able to make laptops available for students to use while in the library. There are many students using the library's internet to connect to the college's website.

Motion made by Councilor Baker to approve the Intergovernmental Agreement between the Yavapai Community College District and the Camp Verde Community Library regarding use of computer equipment provided for Yavapai College Students specifically. Second was made by Councilor Gordon. **Motion** carried unanimously.

Mayor German would like to move Item 12 up because the Homeowners are in attendance and live in Phoenix.

12. **Discussion, consideration and possible approval of Resolution 2017-977, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 403-11-084, 1648 N Rustler Trail, Camp Verde, Arizona; directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process.**

Building Official Robert Foreman stated the home owners are showing good faith and have cleaned up a lot of the outside and inside of the property. They have pulled a demo permit and have shown receipts that shows purchase of plywood to board up windows. He recommends allowing the homeowners 60-90 days to finish the cleanup. Councilor Gordon stated he would be inclined to allow the homeowners 120 days because they have shown some interest in cleaning up the property and he has a hard time taking away the homeowner's property rights.

Motion made by Councilor Baker to approve the of Resolution 2017-977, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 403-11-084, 1648 N Rustler Trail, Camp Verde, Arizona; authorizing the owner of the property to demolish the structure and allow 120 days from this date to accomplish the abatement. Second was made by Councilor Jenkins. **Motion** carried with 5 yeas and 1 nay (Councilor Gordon).

10. **Discussion, consideration and possible approval of Memorandum of Understanding between the Town of Camp Verde and Friends of Camp Verde Library, Inc.** Staff Resource: Kathy Hellman
 Librarian Kathy Hellman introduced Jeanette Teets President of the Friends of the Library. Jeannette handed out brochures to each Councilor present, that explains what the Friends of the Library is about. She stated the main purpose of this group is to raise funds for programs featured at the library. There are three projects they are working on:
1. Summer Reading Program
 2. Purchasing a vending machine for the 2nd floor, to be placed near the teen room to allow teens to have snacks without leaving the library. It will be managed by the Friends of the Library Members and will include healthier snack options.
 3. Plaques for Purchase- these will be placed on the exterior of the Library that will include quotes from the donor's favorite author.

Motion made by Councilor Baker to approve the Memorandum of Understanding between Friends of Camp Verde Library Inc., and the Town of Camp Verde. Second was made by Councilor Gordon. **Motion** carried unanimously.

11. **Discussion, consideration and possible approval of Resolution 2017-976, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structure(s) located on parcel 404-16-232, 3855 E Clinton Ln. Camp Verde, Arizona; directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process.** Staff Resource: Robert Foreman

Building Official Robert Foreman explained this structure was destroyed by fire. He stated several years ago, the homeowner's daughter had showed some interest in cleaning up the property but she is now unavailable. The property is now up for a Trusteeship Sale which is scheduled for May 19, 2017. The attorney informed Mr. Foreman that any liens placed on the property after the notice of the Trustee Sale would be in subordinate and more than likely the Town would not be able to recoup any cost for demolition. Mr. Foreman recommends waiting until after the sale of the property and deal with the new homeowner. Mayor German asked about the fence that had been placed around the property after the fire. Mr. Foreman stated the Town had put a fence up until contact with the daughter had been made. The cost of the fence was costing the Town in excess of \$1,000.00 per month. After the daughter pulled a demolition permit, the Town took down the fence. Mr. Foreman went on to say that the Town currently has a lien against the property for the cost of the fence.

Council directed staff is to wait until after the sale of the property, then contact the new homeowner.

13. **Discussion, consideration and possible approval of Resolution 2017-978, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structures(s) located on parcel 404-15-093, 3030 S Wagner Dr., Camp Verde, Arizona: directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process. Staff Resource: Robert Foreman**

Building Official Robert Foreman stated that he has contacted the homeowner and she is not in good health but is willing to pay for the work to clean up the property. Mr. Foreman recommends placing a lien against the property prior to the work being done.

Motion made by Councilor Baker to approve the of Resolution 2017-978, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving and authorizing the abatement of dangerous structures(s) located on parcel 404-15-093, 3030 S Wagner Dr., Camp Verde, Arizona: directing and authorizing the building official to issue a start work order to Hollamon Generations for the purpose of demolishing and removing the above referenced structure(s); and declaring an emergency; and approving and authorizing the Town Manager to allocate any additional funds, if required, to complete the abatement process. Second was made by Councilor Jenkins. Councilor Gordon stated that because the woman is not in good health and the lady has agreed to this, is the reason his vote will be affirmative. **Motion** carried unanimously.

14. **Discussion, consideration and possible approval of amendments to the Town of Camp Verde Personnel Manual. Staff Resource: Russ Martin**

Town Manager Russ Martin stated the three items in front of Council tonight have been revamped. He has done research on each policy.

Council Members discussed two policies in depth.

Fragrance Policy: Councilor Gordon stated that fragrances can be a bad situation for some people. He feels this is a good policy. Councilor Whatley feels the Fragrance Policy might mean visitors would feel unwelcome to come into the Town Offices. Councilor Murdock asked who gets to determine who is offended by what smell. She does not support the Fragrance Policy.

Nepotism Policy: Councilor Whatley suggested that if members from the same family work for the Town, they be placed in different departments so that the family member would not be directly supervising the other family

member. Councilor Gordon stated that because of the history, the cost and the public perception, he is against the Nepotism Policy. Councilor Murdock stated because the Town of Camp Verde is a smaller community, we should welcome any person who wants to apply for a job and not determine who is eligible based on a "what if" situation. Councilor Baker feels issues that arise between family members working for the town should be dealt with by a professional manager.

Motion made by Councilor Whatley to approve the additions to the Sick Leave Policy, Section 4-8-2. Second was made by Councilor Baker. **Motion** carried unanimously.

Motion made by Councilor Murdock to approve the changes in Sections 1-2-3 Conflicts of Interest. Second was made by Councilor Baker. **Motion** carried with 5 yeas and 1 nay (Councilor Whatley).

Motion made by Councilor Gordon to approve the addition of 5-3-4 Fragrance Products. Second was made by Councilor Jenkins. **Motion** failed with 3 yeas and 3 nays (Councilors Baker, Murdock and Whatley).

15. **Discussion, consideration and possible direction to staff relative to proposed legislation by the 53rd State Legislature.**

Town Manager Russ Martin stated there isn't really anything going on right now that will be affecting the Town.

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

No Public Comments.

17. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Baker- She will leave a copy of the Head Start Year End Report in the Clerk's Office. Ms. Baker also stated she recently did a ride along with the Marshal's Office and enjoyed it.

Mayor German- Stated that he went to the Board of Supervisors to ask them to continue to fund Verde Front. He said it was well received and anticipates being able to maintain that.

18. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

Town Manager Russ Martin stated if anyone wants a tour of the new Court Room he will have a key first thing Friday morning. He also announced:

- All Hands Exercise Tuesday, April 25, 2017 at the Library. It will be Team Building Exercises.
- May 12th The Town will be hosting with the Nature conservatory, the Watershed Conference.
- Moving the Budget Meeting from May 12th to May 17th or 24th, Councilors should check their schedules.

19. **Adjournment**

Mayor adjourned the meeting at 7:55 p.m.

Charles German

Charles German, Mayor

Virginia Jones for Jennifer Shilling

Jennifer Shilling, 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 Mayor and Common Council of the Town Council of Camp Verde, Arizona, held on April 19, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4 day of May, 2017.

Virginia Jones

Virginia Jones-Town Clerk