

MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, AUGUST 1, 2018 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 Dee Jenkins, Councilor Brad Gordon, Councilor Jackie Baker and Councilor Buck Buchanan are present.

Also Present

Town Manager Russ Martin, Deputy Clerk Virginia Jones, Finance Director Mike Showers, Commander Brian Armstrong, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge.

4. Consent Agenda

a) Approval of the Minutes:

- 1) Special Budget Session – July 11, 2018
- 2) Special Regular Session – July 11, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, August 8, 2018 at 5:30 p.m. – Work Session
- 2) Wednesday, August 15, 2018 at 6:30 p.m. – Regular Session
- 3) Wednesday, August 22, 2018 at 6:30 p.m. – Council Hears P&Z Matters – Meeting CANCELLED per Resolution 2018-994
- 4) Wednesday, September 5, 2018 at 6:30 p.m. – Regular Session

c) Consideration and authorization to utilize WIFA 2018 Loan Funds to purchase 6-compartment, 2-chain Enaqua Non-Contact UV Disinfection System Model Number C2T.0604.3 as shown in the attached proposal for the amount of \$338,000 with any additional applicable sales tax. Installation work will be by company representative/manufacturer, Treatment Plant staff members and engineer, software/SCADA engineer, and a certified commercial electrician. [Staff Resource: Troy Odell]

d) Possible award of Agreement #18-127, in the amount of \$55,799.00 to FCI Constructors, Inc. for the construction of drainage improvements along Verde Lakes Drive. [Staff Resource: Troy Odell]

Councilor Baker requested pulling items C & D.

Councilor Jenkins would like corrections to the Minutes for July 11th Special Session. As it is, it reads, *“Dee Jenkins requested that July 11 work session is cancelled and a special budget session added and the 12th. Special Budget session on the 18th”*. Ms. Jenkins stated it should read *“Dee Jenkins requested corrections to read that the July 11 Work Session is cancelled and a Special Budget Session added at 6:00 pm, all scheduled meeting for July 18th are cancelled.*

Motion was made by Councilor Gordon to approve the consent agenda with the corrections of the minutes of Item A1 and pulling Items C & D. Second was made by Councilor Baker. Vice Mayor Murdock clarified that Councilor Gordon meant to say A2. Councilor Gordon amended his motion to say “approve the consent agenda with the corrections of the minutes of Item A2 and pulling the Item C & D”. Second was made by Councilor Baker. **Motion passed unanimously**, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

Councilor Baker asked if the Council had reviewed the contract of Item C before. Town Manager Russ Martin stated that the UV System is sole sourced due to it being a specific UV specific design.

This is an updated contract and anything over \$50,000 must come before Council for approval.

Councilor Gordon asked Mr. Martin if considering the cost of lamps, do they last more than a year, and will maintenance costs go up? Mr. Martin explained that because there are two of them, it will. A secondary treatment process is required but the second one won't necessarily be used, so the hope is for them to last a little longer.

Councilor Baker asked about Item D “Verde Lakes Drive”, stating the Town just did a lot of work out there, and questioned if this is an extension of that work? Mr. Martin stated that this is doing the ditches and now working up to the drainage. Side ditches are not deep enough to hold a lot of water. They are full and have not been maintained. This will allow water flow. Councilor Baker asked if this is why they are hiring a separate contractor. Mr. Martin said this is part of the flood process.

Councilor Gordon asked where the CFI calculations for sizing the cross section for ditches and culverts came from. Mr. Martin replied that he wasn't sure but stated that Mr. Odell is a professional engineer.

Motion by was made by Councilor Baker to approve Items C & D on the consent agenda. Second was made by Councilor Gordon. **Motion** passed unanimously, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

5. Special Announcements and presentations.

5.1. Child Support Awareness Month Proclamation.

Mayor German read the proclamation and declared it so.

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))

There was no public comment.

7. Business. Legal action can be taken.

The Town Manager Russ Martin stated the next items are contracts with Wendel and should be looked at separately. The SCADA equipment is outdated. This is the final process for the design services.

7.1. Discussion, consideration, and possible approval of an Engineer Services contract to complete Final Designs for redevelopment of the Clarifier and revisions to the Pumps and SCADA equipment at the existing Lift Station. Cost for Engineering Services - \$88,440. [Staff Resource: Russ Martin]

Town Manager Martin stated that these are specific to engineer needs for the plant and have components familiar with Wendel from the energy audit. This will also help with the delivery of bids to assist staff in completion of the numerous items that were part of the plant modification and lift station monies we borrowed/granted from WIFA. This will take the last items and get them moving as other items are already beyond this stage. These would be preparing us to be ready for construction in approximately a year from now or sooner given the progress on the other items in the list of improvements at the sewer treatment plant

Motion made by councilor Gordon to authorize signatures necessary to engage Wendel for engineering services at the sewer treatment plant buildings. Second was made by Vice Mayor Murdock. **Motion** carried unanimously, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

7.2. Discussion, consideration, and possible approval of an Energy Savings Agreement to manage and construct Solar Array at Sewer Treatment Plant in the amount of \$439,699. [Staff Resource: Russ Martin]

Town Manager Russ Martin explained that in 2017 the Town started engaging energy services companies for proposals to comprehensively look at opportunities to save energy throughout Town facilities. An audit was accomplished, that was "investment grade". Several projects were analyzed and it was determined only a couple had feasibility to take to bid. These included the Ground-Mounted Solar Array. This agreement guarantees the solar project will pay for itself within the 15-year timeframe required by state law. He also stated that it is anticipated that this lighting will pay itself off now that construction is imminent in 20.8 years. The grant received from WIFA represented the efficiencies we would achieve with implementation, among other items, the solar array. He reviewed that cost savings and explained how solar works.

Councilor Baker said because this has been an ongoing project, working with Wendel,

are the prices the way they are because they were working in stages. What happens if it is decided not to do a step. Mr. Martin stated there are ways to get out of the contracts. When you work in stages when a contract is done then that contract or stage is done. We will still be responsible to pay for the Investment Grade Audit of \$55,000 which was held off being due until the "projects stages".

Councilor Baker asked if the project will begin soon at the Waste Water Department? Mr. Martin stated the best person to answer that is the person who is ordering the projects pieces which are not ordered until they have the go ahead.

Councilor Baker asked about the number of pages in the contract lined-out. Mr. Martin stated that those parts are removed. This is the cleanest version he had at this time. A final version will be given out once its approved.

Motion made by Councilor Whatley to authorize signatures necessary to engage Wendel in construction of solar array at the sewer treatment plant buildings. Second was made by Councilor Baker. **Motion** carried **unanimously**, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

7.3. Discussion, consideration, and possible approval of an Energy Savings Agreement to manage and construct Lighting Improvements in the 200/300 Buildings and Sewer Treatment Plant Buildings up to \$56,617. [Staff Resource: Russ Martin]

Town Manager Russ Martin stated this number can be less because not everything needs replaced. There will be better lighting and an energy savings. Mr. Martin went on to explain the project. If the lighting "treatment" is not effective in a historical building, then it won't move forward. They are trying to decide if there is there a way to treat the lighting but still get the energy savings and still be safe.

Councilor Jenkins spoke on the budget adjustment being unknown, and asked Mr. Martin what would be the return on investment. Mr. Martin stated it will be about 22 years and might not be a payoff. The 300 building is the most important building to work on and would be about \$28,000 and the 200 building would be about \$10,000.

Vice Mayor Murdock said that in looking at energy cost breakdown table, the costs are not adding up. Mr. Martin said additional costs are added in to cover things such as the audit and management cost. Some are fixed costs no matter what project you do. Ms. Murdock asked if there was a better way to approve this item. Mr. Martin stated he will know more after the pre-construction meeting with Pur-Solar.

Councilor Jenkins stated that she is ok with approving the 300 building and the Waste Water Treatment Plant. She went on to ask why they would approve \$56,000 if they are just thinking of doing part of the project. Mr. Martin stated that because the Historical society is a good chunk of what the cost is, because of the square footage, he is just trying to be transparent and the full scope might not be appropriate.

Motion made by Vice Mayor Murdock authorize signatures necessary to engage Wendel construction for new lighting in the 200/300 buildings and sewer treatment plant building. Second was made by Councilor Whatley. **Motion** passed with 6 yes votes, Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, and

Whatley in favor; Jenkins voting against.

7.4. Discussion, consideration and possible direction to the Town Manager regarding how to vote for not more than two candidates (from the attached list) seeking election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill positions that expire in 2018. [Staff Resource: Russ Martin]

Town Manager Russ Martin stated that Councilor Baker is re-running and would assume he would be voting for her, but asked if there is a particular one to vote for, as the second candidate.

Councilor Baker suggested Brian Richards, the manager in Snowflake. He was a real help in the past.

Motion made by Councilor Gordon to direct Town Manager to vote for Jackie Baker and Brian Richards. Second was made by Councilor Whatley. **Motion** carried **unanimously**, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

7.5. Authorize extension of escrow closing until August 2, 2018 of .35 Acres (total) of real property located in Yavapai County and designated as Yavapai County Parcel Numbers/address/acreage: 404-28-007A/24 W. Finnie Flat Road/.26 Acres and 404-28-007B/250 S. Main Street/.9 Acres location of former Circle K. [Staff Resources: Russ Martin, Carol Brown]

Town Manager Russ Martin stated that when this contract was approved there was a 30-day timeline to move forward. Council action is necessary for closing because we are now past the 30-day closing requirement. The attorney wanted 2 phases: Phase 1 was getting an Environmental Survey and an Alta Survey. Mayor German stated there was a title search done on the abandonment of the alley way and is not sure if that is resolved.

Councilor Gordon asked if extending this one day is enough time. Mr. Martin said yes, that he hasn't heard anything that says it's not ready to close.

Vice Mayor Murdock said that she doesn't mind giving a week if needed.

Motion made by Councilor Gordon to authorize the extension of escrow closing until August 8, 2018 of .35 acres (total) of real property located in Yavapai County and designated as Yavapai County Parcel Numbers/address/acreage: 404-28-007A/24 W. Finnie Flat Road/.26 acres and 404-28-007B/250 S. Main Street/.9 acres, the location of the former Circle K. Second was made by Councilor Buchanan. Councilor Baker asked if there is any estimate on when we can do something with the property. Mr. Martin stated it won't be before the next budget year. He expects about eighteen months to two years because of construction design. The reason for the purchase is to start building retaining walls.

Mayor German stated the road is problematic for EMS and Trucking in its current state. What is being planned will take care of it.

Motion carried **unanimously**, with Mayor German, Vice Mayor Murdock, Councilors Baker, Buchanan, Gordon, Jenkins and Whatley approving.

8. 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 received.

9. 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 Jenkins stated she went to the Farmers Market and attended Free Pool Day, stating she received a lot of good feedback.

Mayor German stated the past weekend was quiet other than some downed power lines and some flooding. He contacted Yavapai County Flood Control, and is in the process of waiting to hear back from NRCS who assisted in flood mitigation. There is a possibility of a grant for the McCracken Lane area. He was also notified by Forest Service that they are putting everything into one packet for flood mitigation and possibly getting some funding.

10. 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.

Nothing new to report.

11. Adjournment

Mayor adjourned the meeting at 7:37 p.m.



Mayor Charles German

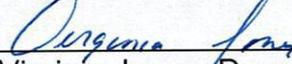
Attest:


Deputy Clerk, Virginia Jones

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 Council Meeting of the Town Council of Camp Verde, Arizona, held on August 1, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 21 day of August, 2018.



Virginia Jones, Deputy Clerk