

**Minutes of a Regular Meeting of the Common Council of the Town of Clarkdale  
Held on Tuesday, November 13, 2007**

A Regular meeting of the Common Council of the Town of Clarkdale was held on Tuesday, November 13, 2007 at 6:11 p.m. in the Men’s Lounge of the Clark Memorial Clubhouse, 19 North Ninth Street, Clarkdale, Arizona.

**Town Council:**

Mayor Doug Von Gausig  
Vice Mayor Jerry Wiley

Councilmember Curtiss Bohall  
Councilmember Frank Sa  
Councilmember Patricia Williams

**Town Staff:**

Town Manger Gayle Mabery  
Public Works Director Steve Burroughs  
Finance Director Carlton Woodruff  
Town Clerk Kathy Bainbridge  
IT Coordinator Peter deBlanc  
Town Attorney Rob Pecharich

Assistant Town Manger Janet Perry  
Community Development Director Sherry Bailey  
Police Chief Pat Haynie  
Deputy Town Clerk Walt Good  
Water Technician KC Bailey  
Clarkdale Fire District Chief Don Eberle

Others in Attendance: Robyn Prud’homme-Bauer, Ellie Bauer, Drake Meinke, Susana Struble – Willdan, Jim Elmer, Lu Stitt, Teri Von Gausig

**CALL TO ORDER** - Mayor Von Gausig called the meeting to order at 6:11 p.m. and noted that all Council members were present.

**PUBLIC COMMENT** – Mayor Von Gausig informed the audience that the council could not reply to comments on items that are not on the posted agenda per state law. The Council is interested in the public’s comments, but may not be able to respond other than to offer clarification or direct staff. There was no public comment.

**INFORMATIONAL REPORTS**

**MAYOR’S REPORT** – Mayor Von Gausig reported the following:

1. Met with Tom Piccoli of Clarkdale Metals to discuss the company's plans for the future of their mining operation and their other lands in Clarkdale. We received information regarding their water needs and wastewater issues as it pertains to groundwater and riparian protection, along with how much process water they would be using and how we would supply that water.
2. Met to discuss several items about the Verde Valley Ranch property& Mountain Gate with Town Manager Mabery and Community Development Director Bailey, before it was necessary for to declare a conflict on Freeport-McMoRan items.

3. Attended the first Talk About the Town meeting at the railway station with Councilmember Bohall. The residents of Patio Park were very concerned with child safety issues, lighting, etc. Normalinda helped interpret.

4. Attended the Yavapai County Water Advisory Council meeting in Chino Valley. They passed the WAC reorganization project, which makes the Board of Supervisors more members than "owners". WAC will still depend upon the County to hire the coordinator, provide office space, etc.

5. Attended the Verde Valley Natural Resources Committee meeting in Cottonwood. They spoke about items before the WAC TAC and about solutions to the Verde Valley's future water needs, including augmentation from other watersheds and from more efficient reclaimed water reuse.

6. Met with Attorney Pecharich & Town Manager Mabery to discuss a conflict of interest regarding Freeport-McMoRan.

7. Attended and photographed the Halloween Costume contest in the Town Park. There was a lot of wonderful participation and competition, and it's always so much fun to shoot pictures of all those happy kids!

8. Toured the Clarkdale Metals site and associated real estate with Mr. Piccoli, Town Manager Mabery, and Community Development Director Bailey. The trip up "C" mountain was really enlightening – a spectacular piece of real estate with some interesting possibilities. It was impressive to see in one viewshed how much open space there is in Clarkdale and how little has really been developed.

9. Sat on the interview panel for the Utilities Director position. This is obviously a very competitive field, with lots of opportunities, so qualified applicants at our salary range have been scarce.

10. Met with Town Manager Mabery and Community Development Director Bailey, along with Clarkdale citizens Paul and Minnie Tavasci and their real estate broker regarding some questions about how the new overlay district along 89A would affect their parcels.

11. Sat for quite some time talking about the "old days." Minnie and Paul have been around here for a long time - she was a teacher at C-J school and Paul was in the cattle hauling business, and also a former Mayor. They remembered that back in the 50's and 60' there were 4 grocery stores in Clarkdale, two of them specialized in Mexican food supplies, and were located in Centerville (where the old adobe structure is) and in Patio Park. It would be a wonderful project for the Heritage Conservancy Board or the Heritage Center to conduct taped interviews with some of these long-time residents.

12. Had lunch with Cottonwood Mayor Diane Joens and discussed several items of mutual concern to our communities and about organizing the new association of Mayors, County Supervisors, Municipal Managers, State Representatives, and Senators from Yavapai County. The first meeting of this group was last month in Prescott Valley and the next will be in Cottonwood.

13. Read/wrote and answered approximately 200 e-mails and visited Town Hall every business day to take care of official business.

**TOWN MANAGER'S REPORT** - Town Manager Mabery reminded everyone about the Talk About the Town scheduled for November 15<sup>th</sup> at Yavapai College, that Town offices would be closed on November 22 & 23 for Thanksgiving, Santa would be in the park December 1<sup>st</sup>, and Clarkdale would be having a New Years Eve celebration which includes a "Dropping of the Ball" on December 31<sup>st</sup>.

**NACOG** - A report regarding Northern Arizona Council of Governments. Vice Mayor Wiley reported that Curt Bohall was appointed as Yavapai County Municipal Representative to the Transportation Policy Advisory Committee (TPAC), and Community Development Director Sherry Bailey was appointed as Clarkdale's representative on the NACOG Economic Development Council. The NACOG Council approved the 2008 distribution of \$369,999.00 CBDG grant money to Jerome and \$739,998.00 to Prescott Valley. The County will receive the entire allocation in 2009, and Clarkdale will share with Chino Valley and Camp Verde in 2010. The NACOG Council also heard presentations regarding National Heritage Areas and Time Coalition, a newly formed group studying transportation planning and financing for Arizona.

**NAMWUA** - A report regarding Northern Arizona Municipal Water Users Association. No report.

**WAC** - A report regarding Yavapai County Water Advisory Council. Mayor Von Gausig reported about the new bylaws and that each County Supervisor is now a member.

**CATS** - A report regarding Cottonwood Area Transit System. Councilmember Williams reported that at the November 9, 2007, meeting discussions revolved around Cottonwood service branding.

**COCOPAI** - A report regarding Coconino Yavapai Resource Conservation District. No Meeting

**VVLPI** - A report regarding Verde Valley Land Preservation Institute. Councilmember Williams reported that at the November 12, 2007, meeting a grant letter, prepared by Dawn Lorenzo to the Goodrich Foundation, was reviewed and approved. Discussed visiting Fox Ranch to take photos and write an annual report. Judy Miller reported on the workshop "Creating a Landscape Vision for the Verde Valley", and they passed a motion to continue membership in the Land Trust Alliance.

**VVTPO** - A report regarding Verde Valley Transportation Planning Organization. No meeting.

**VRBP** - A report regarding the Verde River Basin Partnership. Mayor Von Gausig reported that there were new bylaws and that Senator McClain is trying to get the partnership fully funded.

**CONSENT AGENDA.** The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member.

Consent items F and G were pulled for discussion.

Councilmember Sa moved that consent agenda items A through E be approved and or accepted as submitted, Councilmember Bohall seconded the motion, the motion passed unanimously.

**A. Approval of Minutes of the Common Council** – Approval of the minutes of the Regular Meeting held 10/9/07 and the Special Meeting held 10/23/07.

**B. Claims** – Approval of the list of specific expenditures made by the Town during the previous month.

**C. Board and Commission Minutes** – Acknowledgement of receipt of minutes and draft minutes of the previous month’s Board and Commission Meetings.

Planning Commission minutes of the meeting held 10/15/07

Board of Adjustments minutes of the meeting held 10/24/07

Design Review Board minutes of the meeting held 10/10/07

Library Advisory Board minutes of the meeting held 10/04/07

Parks and Recreation Board minutes of the meeting held 10/1/07

Heritage Conservancy Board minutes of the meeting held 10/17/07

**D. Reports** – Approval of Written Reports from Town Departments and Other Agencies.

Building Permit Report - October 2007

Capital Project Report - October 2007

Magistrate Court Report - September 2007

Police Department Report – October 2007

Clarkdale Fire District Report and Mutual Aid Responses Report - October 2007

Cottonwood Area Transit System (CATS) Operational Report – September 2007

Verde Valley Humane Society - September 2007

**E. Resolution** – Approval of Resolution Number 1249, approving the Town’s Application for the Preserve America Designation.

**F. Letter Of Support** – Authorization for the Mayor to send a letter supporting the Clarkdale Heritage Center and Museum’s request for consideration of an Arizona Centennial 2012 Legacy Project. Vice Mayor Wiley voiced support for the letter. Councilmember Sa moved to approve authorization for the Mayor to sign the letter of support, seconded by Councilmember Bohall and approved unanimously.

**G. Waiver of Conflict of Interest**– Approval of Waiver of Conflict of Interest requested from the Town Attorney related to his representation of Verde Exploration, in regard to the proposed Settlement Agreement with Phelps Dodge. Mayor Von Gausig claimed a conflict of interest and was excused from the meeting. Vice Mayor Wiley explained the motion. Councilmember Williams moved to approve the wavier, seconded by Councilmember Sa, approved unanimously.

**SETTLEMENT AGREEMENT FOR RECLAIMED WATER PIPELINE - Consideration and possible approval of Settlement Agreement between the Town of Clarkdale and Phelps**

**Dodge Corporation, resolving re-imbusement to the Town of the pro-rata costs chargeable to Phelps Dodge for the construction of a Reclaimed Water Pipeline.** Mayor Von Gausig claimed a conflict of interest and was excused from the meeting. – Vice Mayor Wiley presented the Phelps Dodge Settlement Agreement for council's review. The Restated Development Agreement between Phelps Dodge Corporation and the Town of Clarkdale requires, in part:

- 1) That Phelps Dodge will sell the Town of Clarkdale the land necessary for the construction of the new water reclamation facility (i.e. "The Fisher House and Property") for \$347,000.
- 2) In exchange for the Town ceasing to discharge effluent on the Phelps Dodge mine tailings site, Phelps Dodge will provide 50% of the cost for design and construction of the reclaimed water pipeline that was recently constructed from the existing wastewater treatment plant to our new effluent disposal area.

The total amount due to the Town of Clarkdale for Phelps Dodge's share of the pipeline costs is \$1,066,337.00. In the Settlement Agreement, Clarkdale agrees to accept conveyance of the WWTP property (at the previously agreed upon value in the Development Agreement of \$347,600) and a cash balance of \$718,737.00.

The agreement also acknowledges the current requirement in Section 6.6 of the Restated Development Agreement which obligates the Town to establish a transferrable reclaimed water credit account in Phelps Dodge's name with an initial balance equal to Phelps Dodge's contribution to the cost of the reclaimed water pipeline, or \$1,066,337.00.

Clarkdale also agrees to meet and discuss two unrelated issues at Phelps Dodge's request: the sale of the Clark Mansion and the potential sale of the Phelps Dodge property.

Councilmember Sa moved to accept the proposed Settlement Agreement between Phelps Dodge and the Town of Clarkdale, seconded by Councilmember Bohall. Attorney Pecharich, explained that Phelps Dodge will wire \$718,737 to the Town of Clarkdale's account on November 14<sup>th</sup>, upon execution of the Agreement. The Fisher House and property will go into escrow also at that date. Motion approved unanimously.

**WORKSESSION ON DRAFT WATER CODES** - Town Staff and Willdan representatives have been working on the development of a set of water codes for Clarkdale since March, 2007. Susanna Struble and Grant Anderson from Willdan have now taken the role as Project Managers. On the Clarkdale side, the staff review team consists of Town Manager Gayle Mabery, Public Works Director Steve Burroughs, Community Development Director Sherry Bailey, Finance Director Carlton Woodruff, Building Official Mike Baker, Water Utility Manager Patsy Olsen (formerly), Clarkdale Fire District Chief Don Eberle, and Cottonwood Utilities Director Dan Leuder.

Tonight's worksession is meant to focus Council discussion on several policy issues contained in the code. Once the Council has given direction on the policy issues outlined, final revisions will be made to the working draft, and the code, in ordinance form, will be brought back to the Council at the December 11<sup>th</sup> Council meeting.

Susana Struble, Willdan, provided a PowerPoint presentation on the draft Water Codes. Review of previous policy items included: appeal process, bulk water sales, abandonment of existing wells,

over sizing policy, reimbursement agreements with Town, water/sewer mains restriction to public roads or easements, and water lines extending along the full frontage of developments. New policy items discussed included:

- 1) The Town will require signatures of both the owner and the renter to send dual billings for the property. This will be the best way to try and control the possible amount of lost revenues. Council agreed that this is the way the code should be written.
- 2) All water connection and tap installation shall be performed by the Town's licensed contractor or water division forces. This will help the Town coordination with water shut downs and with the Fire Department along with better quality control.
- 3) The Town shall supply and install the meter and meter box up to two inches in size after receipt of proper application and payment. Meters in excess of two inches will be installed by the customer, with the Town providing specifications and inspections.
- 4) Water division responsibilities include installation, maintenance and operation of the Town system to the meter, notification on planned outages, disconnect enforcement, and recommendation to the Mayor of water emergency measures. Town Manager Mabery, stated that some communities allow an employee to issue a boil order. Declaring an emergency is the responsibility of the Mayor and the Mayor will declare a boil order if ever needed.
- 5) The customer is responsible for maintenance of access to the system and apparatus, maintenance and operation of the system beyond the meter, and protection of the system.
- 6) The meter will have a valve before and after the meter and the customer will be informed they should install their own shut off valve. Mayor asked if multiple user been examined? Ms. Struble stated that the meters would be in an easement or in the right-of-way and the landlord would then be responsible for the system after the meter. Town is recommending that the meters need to be in the public right-of-way or easements and the Town will maintain and operate the system to the meter box. The customer must maintain access to the meter box and protect town system from backflow.
- 7) Councilmember Sa said the customer should be directed to "don't fence them in" and the owner may landscape but the town is not liable to repair or replaced landscape if in the easement. This will affect fence lines along with landscaping. Town Manager Mabery, stated that areas that do not have existing easements in the Town could present other challenges.

Susanna needs more discussion and direction on private water companies. Will the Town only service within the Town boundaries, and would the Town provide services to outside areas without annexation? New private company water system could be written to exclude new commercial and eliminate commercial water system. Council agreed that the Town does not want new private water distributors.

Jim Elmer, President Clarkdale Fire District, informed the Mayor and Council that buildings with sprinklers needs to be inspected yearly and believes that is being done by the Clarkdale Fire

District.

Curtiss Bohall stated that owners of abandoned wells should be permitted to use that water for irrigation. Property that has a private well needs to ensure that the water cannot contaminate the town system.

Mayor Von Gausig noted that the appeals process needs to be reviewed to ensure that the process is clear and has no conflicting language with Town codes.

Robert Pecharich, Town Attorney requested to be excused. The Mayor excused the Town Attorney.

**CALL FOR ELECTION** –Kathy Bainbridge, Town Clerk, informed the Council of the dates regarding the March 2008 election for Mayor and two Council seats. The Call for Election has been published twice in the paper. Nomination papers can be filed with the Town Clerk between Monday November 12<sup>th</sup> and December 12<sup>th</sup>. All required forms are included in the packet and are available at Town Hall. Either a Statement of Organization for Political Committee or the \$500 Threshold Exemption Statement must be filled out and returned to the Town Clerk before obtaining nomination signatures.

**WORKSESSION ON THE SPIRIT OF CLARKDALE AWARDS** – Kathy Bainbridge, Town Clerk, advised council that the inaugural Spirit of Clarkdale Nomination Review Committee had met and would like further direction from the Council on the award process. Councilmember Sa's original intention was to acknowledge individuals and businesses that were nominated for a project that beautified the community. The Council clarified that maintenance of property does not qualify as a project, a project should be completed within the timeframe of awards, incomplete nominations should be returned to nominator for additional information, water conservation could be added as an additional award category, elected officials were not eligible, and board and commission members were only eligible for work outside the scope of their board or commission.

**RESOLUTION – Discussion and possible approval of Resolution # 1250 applying for funding from Water Infrastructure Finance Authority of Arizona (WIFA) for the Wastewater Treatment Plant.** Carlton Woodruff, Finance Director, explained that the town population, design loan and construction loan total cost, along with the total project amount had been requested by WIFA in a Resolution for application for Clean Water State Revolving Fund loan from the Water Infrastructure Finance Authority of Arizona (WIFA). Vice Mayor Wiley moved to approve Resolution # 1250, a Resolution of the Town of Clarkdale of Yavapai County, Arizona, to Authorize the Application for a Clean Water State Revolving Fund (CWSRF) Loan, from the Water Infrastructure Finance Authority of Arizona (WIFA), motion was seconded by Councilmember Sa and the approved unanimously.

**CONTRACT – Water Line Replacement and Upgrade Fire Protection. Consideration in selecting a successful bidder to provide construction services for the replacement of a water line.** Steve Burroughs, Public Works Director, informed council of the process followed and the review of the bidders for the replacement water line on Main Street and passed out a construction map detailing the project. This project will replace the existing 8" steel water line located in Main Street from Ninth Street to Seventh Street which was installed in the early 1920's, and services the

greater lower portion of Clarkdale including the Patio area and Park area along with the Rincon area.

Along with the approximate 2000' of new line, a new pressure reduction valve will be installed and two new fire hydrants will be included, providing an area of fire protection presently uncovered. The project will allow looping of the existing system which will offer greater control in case of emergencies and pressures changes.

Councilmember Sa wanted to know about the byflow loop system will that enable the town to flush the system. Mr. Burroughs replied that it would alleviate the existing end of line situation where a customer was getting cloudy water. Funding for the project will come from the bonding identified in the Water Acquisition Report and will be taken from the Systems Upgrade and Fire Flow Upgrades line items identified.

Seven bids were received: Johansen Construction - \$ 349,665.86, A. Miner Construction - \$ 359,924.00, Standard Construction - \$ 381,928.00, Gantry Constructors Inc. - \$422,478.00, Kinney Construction - \$ 433,597.00, Henckel & McCoy - \$ 449,470.00, and Tiffany Construction - \$672,876.00. Willdan preformed an extensive background check on Johansen Construction, who has done work for the town before and received good remarks from recent jobs completed in Cottonwood and Prescott Valley.

Councilmember Sa moved to award the contract for the Water Line Replacement and Upgrade Fire Protection and authorize the Mayor to execute the contract for these services with Johansen Construction in the amount of \$ 349,665.86, seconded by Vice Mayor Wiley, and approved unanimously.

**WORKSESSION ON THE WASTEWATER TREATMENT PLANT – Worksession to discuss and update Council on the Wastewater Treatment Plant Designs.** Steve Burroughs, Public Works Director, provided a PowerPoint presentation on the proposed wastewater plant design. Plans are at 50% and Director Burroughs wanted to ensure Council's input on this major project. Final drawing should be ready for the council review from Stantec on December 11th.

ADEQ sets the regulations regarding set backs, noise, and odor. Variance letters from the some surrounding property owners that are within 350' have been received. About 90% of the existing equipment will be reused. Both plants will be operating at some times during construction until the project is done. Construction completion is expected 11 to 13 months after the start of the project and will meet OSHA safety requirements. The new lab will have the capability of testing the water and ADEQ will certify the Town to complete those tests. The concrete pond will not be decommissioned, but instead will be used as the required "rainy day" additional storage facility. The Council will need to decide on the future use of the current site and inform DEQ. Chris Symco will be in attendance on December 11, 2007 to answer Council questions and make a presentation on the project. Cottonwood and Sedona tours are available to Council members to compare Stantec's existing plants with the Town's proposed plant.

**CONTRACT – Professional Services Contract for Ron Doba as the Interim Utilities Director.** Town Manager Mabery explained the Independent Consultant Agreement between the Town of

Clarkdale and Ron Doba Management Services. The contract provides for Ron Doba, Consultant, as an independent contractor, overseeing, advising, and providing technical assistance in the operation, planning, development, and construction of the Town of Clarkdale water, wastewater, and reclaimed water systems. The Consultant will be compensated at the rate of \$60.00 per hour, 3 days a week and expires March 30, 2008. The contact can be extended if both parties agree. Mr. Doba is not required to represent the Town at the Northern Arizona Municipal Water Users Association (NAMWA), Steve Burroughs will continue to represent the Town and the Mayor will continue to attend and serve on the NAMWA board. Vice Mayor Wiley moved to approve the Independent Consultant Agreement between the Town of Clarkdale and Ron Doba Management Services, second by Councilmember Sa. Approved unanimously.

**FUTURE AGENDA ITEMS** – Listing of items to be placed on a future council agenda. No new listings.

**ADJOURNMENT** - With no further business before the Council and without objection the meeting adjourned at 8:31 PM.

APPROVED:

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Doug Von Gausig, Mayor

ATTESTED:

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Kathy Bainbridge, Town Clerk

SUBMITTED:

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Walt Good, Deputy Town Clerk

**Minutes of a Special Meeting of the Common Council of the Town of Clarkdale  
Held on Tuesday, November 27, 2007**

A Regular meeting of the Common Council of the Town of Clarkdale was held on Tuesday, November 27, 2007 at 6:00 p.m. in the Men’s Lounge of the Clark Memorial Clubhouse, 19 North Ninth Street, Clarkdale, Arizona.

**Town Council:**

Mayor Doug Von Gausig  
Vice Mayor Jerry Wiley

Councilmember Patricia Williams  
Councilmember Curtiss Bohall  
Councilmember Frank Sa - Absent

**Town Staff:**

Town Manger Gayle Mabery  
Public Works Director Steve Burroughs  
Finance Director Carlton Woodruff  
Town Clerk Kathy Bainbridge  
IT Coordinator Peter deBlanc  
Interim Utility Director Ron Doba  
Parks & Recreation Supervisor Dawn Norman

Assistant Town Manger Janet Perry  
Community Development Director Sherry Bailey  
Police Chief Pat Haynie  
Deputy Town Clerk Walt Good  
Water Technician KC Bailey  
Waste Water Superintendent Mick McCullough

**Others in Attendance:** Robyn Prud’homme-Bauer, Ellie Bauer, Drake Meinke, Chris Simko – Stantec, Tracy Anderson – Stantec, Richard Dehnert, Cult Jeuff (sic)

**CALL TO ORDER** - Mayor Von Gausig called the meeting to order at 6:03 p.m. and noted that all Council members were present except for Councilmember Frank Sa.

**PUBLIC COMMENT** – Mayor Von Gausig informed the audience that the council could not reply to comments on items that were not on the posted agenda per state law. The Council is interested in the public’s comments, but may not be able to respond other than to offer clarification or direct staff.

*Robyn Prud’homme –Bauer*, Clarkdale – Invited Council to attend the 21<sup>st</sup> Made in Clarkdale starting on December 7th.

*Ellie Bauer*, Clarkdale - encouraged Council to attend Made in Clarkdale. She also questioned when the Council moved to join the Verde River Basin Partnership and pay \$40,000.00 a year to support it. Mayor Von Gausig informed Ms. Bauer that he and Council could not reply to her question in Public Comment, but that if she would contact the Town Manager or himself in the morning the would provide her the answers.

**CONSENT AGENDA.** The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Council. All items are approved with one motion. Any items may be removed for discussion at the request of any Council Member. Vice Mayor Wiley moved that the consent agenda be accepted as submitted, seconded by Councilmember

Bohall, passed unanimously.

- A) **American Red Cross Authorized Provider Agreement – Approval of the Authorized Provider Agreement for Aquatics between the American Red Cross and the Town of Clarkdale for the 2007-2008 FY.**

**NON-PROFIT FUNDING – Review of recommendations for council approval awarding of funds to government agencies, non-profit and not-for-profit organizations that provide services and/or projects that benefit Clarkdale citizens.** Kathy Bainbridge, Town Clerk described the process of the review and presented the Council with the recommendations for the funding of the 2007 Non-Profit program. This year the budget had been set at \$4,500.00 and had twelve applicants requesting over \$50,000.00. It was a difficult job for the recommendation committee to decide which programs best served the Town of Clarkdale. The committee based their decisions on Clarkdale residents' health, safety and welfare concerns and recommended \$1,500.00 each to Verde Valley Caregivers, Verde Valley Veterans Van and Buena Vista Children's Services. Relay for Life, American Cancer Society was also received an award for In-Kind services from the Town of Clarkdale.

Councilmember Williams moved to accept the recommendation from the Non-Profit Program Committee for the 2007 Non-Profit funding of \$1,500.00 each to Verde Valley Caregivers, Verde Valley Veterans Van, and Buena Vista Children's Services. Relay for Live, American Cancer Society was also received an award for In-Kind services from the Town of Clarkdale, and that checks are to be issued to the recipients. Seconded by Councilmember Bohall, passed unanimously.

**WORKSESSION – A worksession to discuss and update Council on the Wastewater Treatment Plant Designs (WWTP).** Ron Doba, Interim Utilities Director, was introduced by the Mayor. Mr. Doba informed Council that the plans are 75% complete and the Wastewater Treatment Plant (WWTP) should go to bid in January. Chris Simko, Stantec, presented Council a copy of the 75% complete plans and a PowerPoint presentation on the plans for the WWTP.

1. The existing wastewater feed will come from two directions; gravity fed under the Broadway sewer line and pumped from the line that runs across the abandoned railroad bridge at Deception Wash.
2. Mr. Simko explained the process and capacities of the proposed plant. Beginning capacity will be 250,000 gallons per day, and the plant will eventually have capacity of 650,000 gallons per day when the Town has discharge approval. Equipment is designed for peak flow and designed for 10% over the average flow. The equipment being recommended is of manufactures that have been in the WWTP business for years and will most likely be around in the future.
3. The planting along Tuzigoot Road is planned pines. Council would prefer to see the plantings be native trees including the Arizona Cypress, and would like to set an example for the citizens of Clarkdale of what should be planted from the approved vegetation list.
4. Composting sludge in the future may have beneficial applications and the Council would like to ensure that we have the ability to use the sludge when that technology becomes

available.

5. The centrifuge is sized for the ultimate capacity of the plant and is able to work at a lower capacity if needed.

6. The building is designed to make maintenance or service easy for the WWTP staff. This will also help keep the operation and maintenance cost lower.

7. The Head Works Building is now a two story building.

8. The Town will be able to hold a tour from a safety stand point, but the building is not an ADA total compliant facility as it is considered a factory and not required to be totally ADA compliant. Changing some of the block windows so that tours would not have to go into the building is being considered, since the building is for odor and noise control.

9. There is space for ten pumps in the effluent discharge area and will only be installing four at the plant construction Phase 1.

10. The lab will be capable of being certified and able to send information to the state. The plant will be able to do testing daily and notice if a problem in the initial stages and make modifications.

11. Buildings will go through Design Review for approval.

12. A Class 3 Operator will be assigned to the plant for an eight hour day. A Class 2 Operator could work with the training of the designated Class 3 Operator.

13. The Town will need to install three phase power and APS is working on the most economical way of getting this electricity to the plant.

14. DEQ gave Mick McCullough, WWTP Superintendent, a complement on the operation and cleanliness of the existing plant.

**WORKSESSION – Discussion and consideration of a proposal by Staff for the development of a Conservation Code; Conservation Program and Printed Products.** Sherry Bailey, Community Development Director, presented Council a PowerPoint presentation on the proposed Water Conservation Code for the Town.

The Town of Clarkdale is in the process of developing a comprehensive water program as a result of the recent purchase of the water company by the Town of Clarkdale and the City of Cottonwood. Phase I was the development of a Drought and Water Shortage Preparedness Plan. Phase II was the development and adoption of a Water Code setting the day to day parameters of providing water to the town's customers. Phase III is the development of a Water Conservation Code and Plan along with the program to implement that plan.

There are numerous Water Conservation Codes in existence but staff felt that what would work with

Clarkdale's existing codes and community values requires significant staff involvement. A result of that concern was the proposal to the Town Manager that the creation of a Conservation Code for the Town of Clarkdale; a Conservation Program; and associated printed products ready for distribution be developed in house by staff.

1. Review existing codes and programs evaluating elements in each that may be appropriate for use in Clarkdale. Compiling those results into a Table of Contents for the Conservation Code and developing the framework for a water conservation program. It is anticipated that this task will take approximately one month and require 40 hours of staff time.

2. The creation of work groups within the organization, within the existing Board and Commissions, working with the City of Cottonwood and drawing in public participation in the review of the results of Task I. The purpose of this task is to narrow the focus of the Clarkdale project and to ensure it meets the needs of the community in that process. Included in this process is one work session with council towards the end of the focus process where the results can be shared with council. This process should take about two months and 80 hours of staff time.

3. The development of the written code and the conservation program plan for distribution to the reviewing groups for comments. This is anticipated to take one month and 30 hours of staff time.

4. Conduct a work session with the council on the water conservation code and water conservation program. Obtain final direction from council, incorporate any changes and bring to council the final documents for approval. This should take one month and 10 hours of staff time.

5. Development of the graphic documents for printing and public distribution. This should take about one month and 80 hours of staff time.

Direct costs would be approximately \$4,500, and indirect costs of staff time approximately \$5,760, for a total approximate cost of \$11,760.

Mayor Von Gausig congratulated Director Bailey for her organization of the project.

**CONTRACT – Discussion and consideration of the Restated Employment Agreement between the Town of Clarkdale and Town Manager Mabery.** Mayor Von Gausig submitted to Council the proposed Restated Town Manager Employment Agreement. The main things that changed were a salary increase to \$82,000.00, cost of living index, and the Town Manager review being done yearly. Finance Director Woodruff would like the Town Manager review in May so that salary changes are accounted for in the budget process. This timing would also be prior to possible councilmember changes during elections seasons. The next review will be in May 2008. Councilmember Williams moved that the Restated Employment Agreement with the Town Manager be approved. Vice Mayor Wiley seconded the motion, passed unanimously.

**FUTURE AGENDA ITEMS – Listing of items to be placed on a future council agenda.** No new listings.

**ADJOURNMENT** - With no further business before the Council and without objection the meeting adjourned at 7:50 PM.

**APPROVED:**

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Doug Von Gausig, Mayor

**ATTESTED:**

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Kathy Bainbridge, Town Clerk

**SUBMITTED:**

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Walt Good, Deputy Town Clerk