



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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ACTION MINUTES

**REGULAR COUNCIL MEETING OF THE TOWN OF JEROME
COUNCIL CHAMBERS, JEROME TOWN HALL
600 CLARK STREET, JEROME, ARIZONA**

TUESDAY, SEPTEMBER 12, 2023, AT 7:00 PM

1. CALL TO ORDER/ROLL CALL 7:00 P.M.

Mayor/Chairperson to call meeting to order
Town Clerk to call and record the roll.

**PRESENT: MAYOR ALEX BARBER, VICE MAYOR JANE MOORE, & COUNCIL MEMBERS
JACK DILLENBERG, SAGE HARVEY, & SONIA SHEFFIELD**

2. PROCLAMATIONS and PRESENTATIONS

Mingus Union High School Superintendent Mike Westcott will be Present to Discuss
Student Transportation Issues and Potential Solutions
PRESENTATION GIVEN

3. FINANCIAL REPORTS

Discussion/Possible Action

Financial Report and Detail Invoice Register Report for August, 2023

Council will consider and may approve the financial reports for month ending August, 2023.

APPROVED

4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk,
Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police
Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports
will be Limited to a Summary of Current Events and will Involve no Action

Council will consider and may approve the staff reports.

APPROVED

**5. ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW
BOARD MINUTES**

Information/Council Review

Report Provided by the Zoning Administrator. Minutes are Provided for Information only
and do Not Require any Action

6. APPROVAL OF MINUTES

Discussion/Possible Action

Consider Approval of the August 8th Special Council Meeting Minutes and Regular
Council Meeting Minutes

Council will consider and may approve the August 8th meeting minutes.

APPROVED WITH MINOR CHANGES

7. PETITIONS FROM THE PUBLIC
NONE

ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

8A. Consider Resolution No. 660; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Adopting a Notice of Intention to Increase Water and / or Wastewater Rates or Rate Components, Fees or Service Charges; Setting a Public Hearing on the Proposed Increase and / or Changes to the Water and / or Wastewater Rates or Rate Components, Fees or Service Charges; and Filing a Written Report Supporting the Proposed Rate Increase or Rate Components, Fees or Service Charges with the Town Clerk

Council will consider and may adopt Resolution No. 660.

APPROVED

8B. Consider Resolution No. 659; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Adopting a PSPRS Pension Funding Policy for Fiscal Year 2024

Council will consider and may approve Resolution No. 659.

APPROVED

8C. Consider Approval of Resolution No. 661; A Resolution Authorizing a Grant Application to the United States Department of Transportation Reconnecting Communities and Neighborhoods (RCN) Program with a Total Project Cost of \$2,250,972, for the Center Avenue Development Project

Council will consider and may approve the Resolution authorizing staff to apply for the grant.

APPROVED

UNFINISHED BUSINESS

Discussion/Possible Action

9A. Discussion and Possible Consideration of Street Lighting Options and Alternatives

Representatives from APS will provide updated information with regard to options for the Town's street light possibilities. Council will consider and may provide staff direction.

APPROVED REQUEST TO APS TO REPLACE BURNED OUT BULBS WITH 50 WATT LED BULBS

9B. Continued Discussion and Possible Staff Direction on Potential Uses of the Hotel Jerome Basement

Council will discuss and may provide staff direction regarding alternative uses for the Hotel Jerome.

TABLED

NEW BUSINESS

Discussion/Possible Action

10A. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 07 Beer and Wine Bar License Type, for Wicked City Pub (formerly Wicked City Saloon) Under New Ownership, Located at 403 Clark Street #A3

Council will consider and may approve a new Series 07 Beer and Wine Bar License for Wicked City Pub.

APPROVED

10B. Consideration of an Update to the Town's Fee Schedule to Allow for an Emergency Services Agreement with Residential Building Owners Located Outside of Town Limits

Council will consider and may approve the proposed update to the Town's Fee Schedule to add the potential for an Emergency Services Agreement.

APPROVED

10C. Consideration of Updates to the Town's Financial Operations Guide

Council will consider and may approve the staff proposed updates.

APPROVED

10D. Consideration of a Special Event Permit Application from the Jerome Chamber of Commerce for the September 30, 2023, Art in the Park

Council will consider and may approve, with or without additional conditions and considerations, the Special Event Permit.

APPROVED

11. TO AND FROM THE COUNCIL

Council may direct staff regarding items to be placed on a future agenda.

12. ADJOURNMENT

8:49 P.M.



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MINUTES

REGULAR COUNCIL MEETING OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, SEPTEMBER 12, 2023, AT 7:00 PM

7:00 (0:01) 1. CALL TO ORDER/ROLL CALL

Mayor/Chairperson to call meeting to order

Town Clerk to call and record the roll.

Present at the meeting were Mayor Alex Barber, Vice Mayor Jane Moore, and Council members Jack Dillenberg, Sage Harvey, and Sonia Sheffield.

Staff present included Town Manager/Clerk Brett Klein, Zoning Administrator Will Blodgett, Finance Director/Deputy Clerk Kristen Muenz, Accounting Clerk Michele Sharif, and Battalion Chief Carl Whiting.

For the convenience of members of the public who were present at the meeting, it was decided to reorder the agenda items. Following Item 2A, Items 9A and Item 10B were discussed. The items are presented here as originally agendized.

7:00 (0:28) 2. PROCLAMATIONS and PRESENTATIONS

A. Mingus Union High School Superintendent Mike Westcott will be Present to Discuss Student Transportation Issues and Potential Solutions

Mingus Union High School Superintendent Mike Wescott was present to speak regarding transportation of students. Mayor Barber said that she had attended Mr. Wescott's science class as a sophomore. She explained that Mingus High School started in Jerome and that she understood that if we only had 3 or 4 students riding the bus, that we would get cut off from the bus schedule, but she wanted to go on Public Record that it started here. She said she had looked at the bus schedule and it goes to Camp Verde, and was concerned as to why Jerome was cut out, but the bus will go all the way to the casino. She asked Mr. Westcott to explain.

Mr. Wescott introduced himself as the Superintendent of Mingus Union High School in Cottonwood and said this was his 36th year as a teacher, administrator, and now Superintendent. Here said he was there to speak about our transportation woes, including the issue leading to nixing Jerome from the Clarkdale route. He said they started the school year down 2 drivers, and recently lost another, so their transportation folks started scrambling as to how they might be able to still transport the bulk of the students, knowing they were going to have to collapse at least 1 route. He said they collapsed 2 routes into 1, which created a ripple effect on all the routes, forcing them into running earlier in the morning and later in the afternoon. Now they have students, and he said it would have been the case for Jerome, being picked up at 6:25 a.m., far earlier than they would like to. Part of the decision to nix the Jerome route was to avoid doing pick-ups at 6:15. Mr. Wescott said they learned that they will also lose another driver next week, so they are probably going to have to collapse a couple more routes. In anticipation of all that, the transportation folks did their best to impact the fewest students. In reference to the question of Camp Verde, he said the rationale was to provide transport for the kids they move the furthest as opposed to the students that are the closest to the High School. Mr. Wescott said there is a demonstrated need on the Yavapai Apache Reservation for kids who can't get to Mingus any other way. He said they thought they could brainstorm a workable solution for the Jerome route, which they felt would be easier than brainstorming a solution for a longer route. Now they are faced with the potential to have to collapse one of the longer routes. Mr. Wescott said there is talk of asking the board to extend their transportation perimeter to 2 miles, meaning no transport for any students within 2 miles of the High School. They are analyzing all the routes to deal with the issue of losing another driver. He said it is dire straits for them, for the State, and it's a national issue: we can't get drivers. Mr. Wescott described the difficulties of finding more drivers and said that, faced with all that, the Jerome loop was eliminated. He said that he was contacted by Brett Klein, and he appreciated his efforts, and those of his transportation crew who did a good job. Another issue they are experiencing due to the longer routes is that they have teacher drivers, and they try to extend consideration to their hours. If they are on a bus longer in the morning, they are not in their classrooms. He said they try to respect the time of the teachers and try not to add extra time to their routes, and that was

another consideration as to why the route was collapsed. Mr. Wescott said that schools are working outside the box, such as getting parents to drive and then reimbursing them. He said that out of that, grew the idea to utilize a town owned vehicle. He said they will be insuring and fueling the vehicle, and compensating the driver. Mr. Wescott said he thinks it was a good solution, and probably one that is not going to be uncommon soon, given what they are faced with. Ms. Barber commented that it is a wonderful solution, and thanked Mr. Wescott. She said that the factors of teachers, the loss of people living in Jerome, and getting on a bus at 6 o'clock in the morning to be there at 8 o'clock when it's a 20-minute drive; it makes sense.

Ms. Moore asked, why are Camp Verde kids going to Mingus?

Mr. Wescott replied that it was due to open enrollment; kids can opt to attend a High School within their region. He said that if the number becomes large enough and there are extenuating circumstances, they were already running a route to the reservation, they can ask for the route to be extended. Mr. Wescott said they have about 70 Beaver Creek kids attending Mingus, and Camp Verde is right down the road. So, when you have that kind of demand, the transportation crew is weighing the impact on the least number of kids, which is a hard decision. He said they used to take those kids and charge them tuition, but due to open enrollment they now count them as part of their average daily membership, or EDM, and it is the bulk of their funding. He said the buses that run down to that area are jammed full.

Ms. Harvey said that her kids went to Beaver Creek, and that is why she was floored.

Ms. Barber said she looked to see if the school was still open out there because she wasn't sure what had happened. She said we are lucky to have Carol Anne Teague on the board, and she was happy to see that Mr. Wescott was there. She asked, who better to put the decisions in the hands of than former students? She thanked Mr. Wescott for being her teacher.

Ms. Harvey said she wanted to clarify for anybody who did not know what happened. A couple of weeks ago, there was a post on Facebook from a parent who was upset because she didn't have a ride for her kid the next week. She said she talked to Mr. Klein, and he reached out and the solution is that we are using the old town shuttle. The driver is taking the kids to the #1 Station, where they get picked up from the school bus. Ms. Harvey said it is very important that our kids get to school.

Ms. Barber agreed, and said that Mr. Wescott clarified that it is being reimbursed, and they are working on other creative ideas for the school system. Ms. Barber said, "thank you Teachers, for trying to help our future. We need good people".

Mr. Wescott thanked the council and said he appreciated that opportunity.

Ms. Moore asked if they were advertising for people, or if the pay was not good.

Mr. Wescott replied that they had tried it all: signing bonuses, buses parked with banners, and referring to them as a "company car." He repeated that [the situation] was really dire.

Dr. Dillenberg added that the situation was national, and Mr. Wescott agreed that it was everywhere.

Ms. Moore said that she will push the job with people she knows.

Mr. Wescott said to do that, and that it was a process and that they reimburse most of it. If you start without a CDL it's a couple of months before you are behind the wheel. He said that 8 years ago, they would get 4 or 5 applications every year, but now it was more like getting one every 6 months.

Ms. Moore asked where to find the information and Mr. Wescott told them to go to the website at MingusUnion.com and look for HR/job postings.

Ms. Barber said that her daughter had gone to Mingus Union High School, and the ride was over an hour on the bus. She asked if the current solution was something that could continue for the year, and would it work?

Mr. Klein replied that it should, and we could follow up with any issues.

Ms. Barber thanked Mr. Wescott for attending the meeting and providing an update to council.

7:44 (43:55) 3. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for August, 2023

Council will consider and may approve the financial reports for month ending August, 2023.

Motion to approve the Financial Report and Detail invoice Register Report for August 2023

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
HARVEY	X		X			
MOORE			X			
SHEFFIELD			X			

7:44 (44:23) 4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

A. Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports will be Limited to a Summary of Current Events and will Involve no Action
Council will consider and may approve the staff reports.

Mr. Klein was asked to provide his report. He said, in addition to his written report, he wanted to add that sales tax reports have changed, and he felt they more accurately reflect what we actually took in as opposed to only producing the information on the ADOR website which always has a considerable lag. He said there is so much fluctuation and lag time, so if we are low throughout year, we can compare the categories.

Ms. Barber said that she wanted some clarification because our fiscal year starts in July. She said this is 2024 actual, starting with 2023 actual, and we used to see previous years coming over. Is this different from what we were used to seeing?

Ms. Harvey responded that, no, this is the same.

Mr. Klein explained that what she was pointing out were last year's numbers. He said this is the formula now, and then explained further as to what the report reflected.

Ms. Barber said that she was not used to seeing it like that and thanked Mr. Klein for the clarification. Ms. Barber then offered congratulations to Battalion Chief Carl Whiting, Police Clerk Janice Pontious, and Finance Director Kristen Muenz on their anniversaries of service.

Ms. Harvey said she wanted to mention that the PSPRS meeting was in the reports. She read that inquiries were made about where Chief Muma was in his drop, and said he begins his third year in the drop this December. This leaves him eligible to be our Chief for 2 more years, but they have just changed it and he can choose to stay. She explained to the other council members where to find that information in the reports.

Ms. Barber asked if any council members would like to make a report.

Ms. Sheffield reported that she had gone to the League of Cities & Town's annual conference. She said it was great and all but 1 resolution passed; all 3 concerning Short Term Rentals passed. She said we should rest easy in the fact that there are communities all over the state feeling the impact of STR's and there is a lot of attention on how to regulate them, the density, the distance and putting a cap on the number of them. Ms. Sheffield reiterated that all 3 STR resolutions passed and will be supported by the League. Scottsdale was at 16% of Short-Term Rentals, which was a little higher than ours, but we are not the only ones. Ms. Sheffield said that the things that the League are really inspiring and thought provoking. She explained that she has been on council for a little more than a year, and went to New Council Member training last December and now she has gotten to be a part of what they do again. Ms. Sheffield said it was really inspiring that there are people all over the state working really hard to make things better for all of us. She spoke with Mr. Klein and would love to participate in almost everything they offer. There are a lot of opportunities for us to have more of a presence if we have the time and interest, so she will be doing more and is grateful to have gone. Ms. Sheffield said that we are one of the most unique places and a lot of issues don't apply to us, but ours are important. She thanked the town for the opportunity to go to the conference.

Dr. Dillenberg and Ms. Barber thanked Ms. Sheffield, and Ms. Barber said she thought she saw that someone mentioned a full repeal.

Ms. Sheffield replied, "baby steps."

Ms. Barber commented that she also loved seeing Ms. Sheffield coming out of her shell. She said she knew she had been listening. Ms. Barber relayed that her first year on council, the men used to put her on the spot, and she had told the mayor that she was really new to this. She was trying to do her best for a town that she really cared about. Ms. Barber told Ms. Sheffield that it was amazing to hear how inspired she had been by the League. She explained that she had also gone as a new council member, and went again as the mayor to see how much more she could learn. Ms. Barber said there were so many more women, and though many people may think that Arizona is just cowboys and all men mayors, and there are sometimes inspired ladies like Ms. Sheffield and some of the most smart, amazing people that sit behind this dais. She said, "I say it time and time again, I voted for all of you guys that sit here. I stand behind this council and I think we make good decisions. I love when our public comes and sees what we do and understands the decisions that we make." She thanked Ms. Sheffield again and said she would love for her to attend all of the conferences.

Dr. Dillenberg agreed.

Ms. Barber said that she was bowing out of the meetings and asked Mr. Moore, who replied that she had been to a lot of them.

Ms. Barber said she believed we would be celebrating 18 years of service at the end of Ms. Moore's Vice Mayor seat. She asked if there were any additional reports and, hearing none, called the vote.

Motion to approve the Staff and Council Reports

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG	X		X			
HARVEY			X			
MOORE			X			
SHEFFIELD			X			

7:53 (53:32) 5. ZONING ADMINISTRATOR’S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES

Information/Council Review

A. Report Provided by the Zoning Administrator. Minutes are Provided for Information only and do Not Require any Action

Zoning Administrator Will Blodgett was asked to give his report. He reported that there had been an uptick in activity over the last few months, with a lot of calls for potential buying or modifying property and buildings, and he had gotten busy. Mr. Blodgett said that the GIS equipment is still backordered. He had the software and he just needed to set aside time to learn it, which he hoped to do soon.

Ms. Moore said that, in his report, Mr. Blodgett talked about being approached about building an apartment.

Mr. Blodgett confirmed that he had been approached by someone, and he had a number of ideas. He said he was not sure how viable those ideas were, but he wanted to hear him out. The man had put a meeting together, but many people backed out, so the meeting needed to be rescheduled. Mr. Blodgett said that he did not have any information except that he was exploring different properties, and wanted to know if Jerome had a willingness to assist with some dirt work. Mr. Blodgett explained that would be expensive, so he was not sure Jerome would be interested in subsidizing the project. He repeated that he would hear what he had to say so that the town could be involved early in the process. Mr. Blodgett said it had been an interesting learning experience and, while he was not sure any of the ideas would come to fruition, as things developed, he would let the council know.

Ms. Moore said that the person had also approached her at her place of work, so she hoped that he would keep us updated.

Mr. Blodgett said for anything real, he would provide an update. He said that next month is the AZ Preservation Conference that SHPO puts on. His SHPO contact emailed him and said there may be monies available to pay for his time for classes, as well as a couple of board members if anyone is interested.

Ms. Moore asked where it would be and Mr. Blodgett replied, Tucson. Ms. Moore said that she had gone in the past, and they are usually good. She went to a 3-day workshop in Tempe, and it was really good; there were Historic Preservation people from all over the country.

Mr. Blodgett said that he was looking forward to it.

Ms. Moore agreed that if they would subsidize someone from the boards going, that would be good.

Mr. Blodgett said that if anyone was interested, please reach out.

Ms. Barber suggested the Chair of the Design Review Board would be a wonderful idea, if he wanted to go.

7:58 () 6. APPROVAL OF MINUTES

Discussion/Possible Action

A. Consider Approval of the August 8th Special Council Meeting Minutes and Regular Council Meeting Minutes

Council will consider and may approve the August 8th meeting minutes.

Motion to approve the August 8th Special Council Meeting Minutes

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
HARVEY	X		X			
MOORE			X			
SHEFFIELD			X			

Ms. Barber said she would like to point out a confusing sentence on page 3; the word “go,” had been left out of the phrase, “go out.”

Ms. Muenz confirmed that was a typo and she could retype the sentence.

Ms. Barber said she was very disappointed because, during the meeting when we talked about alcohol at the Film Festival, she had asked Ms. Ross if it would be fenced so that people could not go around, and she had said, ‘yes, it will be blocked off with fences and booths.’ She said that Ms. Harvey had reported to her that that was not the case.

Ms. Harvey said that she had pictures of the lack of fencing. She explained that she had seen 2 pieces of rope on 1 section, and then a rope on the stairs on the back side, so you could get through anywhere.

Ms. Barber said she did not know what we could do about it, but she was very disappointed in how it went down.

Dr. Dillenberg said he thought there needed to be better judgement if they wanted to do it again.

Ms. Harvey read a section of the minutes in which Ms. Moore asked if there would be any changes and Ms. Harvey had stated that there should not be any changes made after the event was approved, and Ms. Ross agreed by saying, 'right.'

Ms. Harvey said she had stated it is approved the way it is approved and that it is it. She said, both times she was told that, she definitively said, 'right,' and agreed. Ms. Harvey said she would like to point out that the motion; she read the motion verbatim, which included conditions that the Upper Park be family friendly on Sunday only with no alcohol, that there are fences for the alcohol areas with security guards and alcohol checks, and those areas stay within capacity limits. So, Ms. Harvey said, they should not have changed anything, they should have had 3 cops.

Dr. Dillenberg said he agreed with Ms. Harvey.

Ms. Barber repeated that she did not know what we can do about it at this point, but she wanted to point out that the minutes read, "Ms. Harvey said there must not be any changes after this point, and she agreed."

Ms. Harvey said that she would like those comments in the minutes because she would be referring to them next year.

Ms. Harvey played a few seconds of the portion of the meeting's audio recording.

Dr. Dillenberg asked Mr. Klein if there was something that could be put in place for next year to make sure that this doesn't happen again.

Ms. Barber commented that they could make a decision next year that was contrary to the current year.

Ms. Moore said that she was going to bring it up again, to discuss increases to the fee schedule because of the staff time it takes up, because she felt we should discuss it before the next time.

Ms. Harvey said she was sure we would be revamping our ordinance again.

Dr. Dillenberg said that he would want to encourage that.

For clarification, Ms. Muenz asked Council member Harvey if she would like for her to retype that section of the minutes word-for-word, and Ms. Harvey confirmed that she would, starting with Ms. Moore's comments.

Motion to approve the August 8th Regular Council Meeting Minutes with suggested alterations.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
SHEFFIELD			X			

8:07 (1:07:28) 7. PETITIONS FROM THE PUBLIC

There were no petitions from the public.

8. ORDINANCES AND RESOLUTIONS

Discussion/Possible Action

8:07 (1:07:39) A. Consider Resolution No. 660; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Adopting a Notice of Intention to Increase Water and / or Wastewater Rates or Rate Components, Fees or Service Charges; Setting a Public Hearing on the Proposed Increase and / or Changes to the Water and / or Wastewater Rates or Rate Components, Fees or Service Charges; and Filing a Written Report Supporting the Proposed Rate Increase or Rate Components, Fees or Service Charges with the Town Clerk
 Council will consider and may adopt Resolution No. 660.

Ms. Barber introduced Item 8A; Resolution Number 660.

Mr. Klein explained that the wording had come from State code. He said this is all Council would be voting on tonight; there is no rate discussion, but it is simply a notice of intent and that studies have been done to show that rates may be subject to change.

Dr. Dillenberg moved to accept, and Ms. Harvey seconded the motion.

Ms. Barber explained that it was not saying we are not doing it or doing it, it is just saying that we will be discussing it. Our public hearing on proposed changes would be at a special meeting on Monday, November 13th at 6:15. We have a motion and second to do the public hearing. She asked Ms. Moore if she had questions.

Ms. Moore said it was basically looking at our A and B options, or something else.

Mr. Klein explained that it could be anything you come up with.

Ms. Moore asked if anyone had any comments on the water usage reports.

Ms. Harvey said, "wow," referring to a couple of the accounts.

Ms. Barber said it was interesting because she could not believe the water use for a couple of the accounts. There are some that are a single-person account, but they are using that much water?

Ms. Harvey said that she knew of at least that was listed as a leak in Public Works Director Boland's report.

Ms. Barber said, this is another thing, if we are billing people as single, double, multi... Most municipalities won't tell you if you have a leak. She said she hoped people would be aware of it, but usually what happens is you get a big water bill. They will say they can check on their end, but on your property, you deal with it yourself. Ms. Barber said it would be nice to find out if there are water leaks. She said she would also like to clarify on the Notice of Intent, we could say we want to do Option A, or B, or we could even say we don't want to do it and keep it as is, correct?

Mr. Klein replied, correct.

Ms. Moore said that she tried to get ahold of people who have large gardens, and most of them are not on wastewater. One of them has a huge garden and that may be the person using a lot of water. She said she did not know what to think about that.

Ms. Barber said that we also have Agriculture rates that, per Town Code, are supposed to be on certain parcels. She said she would need to refresh her memory on that, but she was ready to bring it to the table and talk about it.

Ms. Moore said she has told people that we will be having discussions about this, and urged them to come to the meeting.

Ms. Sheffield said that most of the people she mentioned the water rate change to had acknowledged that what we spend on water, trash, and sewer is considerably less than others. She said that everyone seemed to appreciate the tiered rate system; they see it more as a community share of water. She expected people to have questions or be resistant, but everyone she talked to was aware of the need to charge more money for the water system.

Ms. Barber said Ms. Sheffield made her think of community preservation by helping people to be able to afford it.

Motion to approve Resolution No. 660; a Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Adopting a Notice of Intention to Increase Water and / or Wastewater Rates or Rate Components, Fees or Service Charges; Setting a Public Hearing on the Proposed Increase and / or Changes to the Water and / or Wastewater Rates or Rate Components, Fees or Service Charges; and Filing a Written Report Supporting the Proposed Rate Increase or Rate Components, Fees or Service Charges with the Town Clerk

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG	X		X			
HARVEY		X	X			
MOORE			X			
SHEFFIELD			X			

8:13 (1:13:23) B. Consider Resolution No. 659; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Adopting a PSPRS Pension Funding Policy for Fiscal Year 2024

Council will consider and may approve Resolution No. 659.

Ms. Barber said that 4 years ago, we were fully funded for PSPRS, what happened?

Ms. Harvey explained that Chief Muma took his drop, and we also went a year without a 5th Police Officer. So, even without a person in the 5th position, we have to cover it, and we did not. She said that maybe it was something was missed, and she knew that Mr. Klein was working with PSPRS. All she would say is that she would like to see us do more, faster, to get caught up.

Mr. Klein explained that Councilmember Harvey was correct that it was due to 5th Officer, and to wages. The State sets it we do not, and they base it on our reports from the past year, going with 4 officers. There is a catch up that has to happen, and we don't have a significant liability, but we do need to address it. Mr. Klein said he reached out to PSPRS, and there is a community advocate. Mr. Klein indicated that the system does not allow us to pay a dollar more than what they allow us without working it out with them. We wanted to do it monthly, but they said we could do it, but only annually.

Ms. Harvey said that they want a lump sum.

Mr. Klein said that was okay because at the end of the year, we can look at where we are at with the budget overall. Again, he has seen 60 or 70%, so we are not in dire straits, but is something he would like to alleviate as soon as possible. He said he has a meeting scheduled with them on how to provide the extra payment, they were willing to work with us, and we certainly have a plan to get our unfunded liability eliminated.

Ms. Harvey added for clarification that we are at 88% funded, so only about 12% down, but she would like to get caught up on it as quick as possible just in case someone needs to take it. We were 100% funded, and we were getting a lot of praise for it from other towns.

Jerome resident Mark Krmpotich said you were overfunded.

Ms. Harvey explained that Chief Muma took his drop, and we didn't pay for the 5th officer. Because we told the State we have 5 police officers, they said we had to pay for it whether we had the money in there or not.

Ms. Barber asked, do we have the money there as cushion.

Ms. Harvey replied, yes.

Ms. Barber mentioned that there was an error of the acronym on the first page of the Resolution. She said it needed to be fixed, and we should commit to bringing it to 100% funding. The goal was 2036, but we could do it quicker.

Mr. Klein explained that all municipalities have this state requirement to reach the goal by 2036. He said that you may not know the situation in a month or a year, and would not want to go beyond what the State allows. You pass a Resolution like this every year, so if you want to get to 100% every year, you can do that. Mr. Klein said that we would change the lettering to correct the typo so that the Resolution could be signed.

Ms. Barber said the motion was to commit to maintaining the annual required contribution to the best of our ability.

Motion to approve Resolution No. 659; A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Adopting a PSPRS Pension Funding Policy for Fiscal Year 2024

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
SHEFFIELD			X			

8:20 (1:20:56) C. Consider Approval of Resolution No. 661; A Resolution Authorizing a Grant Application to the United States Department of Transportation Reconnecting Communities and Neighborhoods (RCN) Program with a Total Project Cost of \$2,250,972, for the Center Avenue Development Project

Council will consider and may approve the Resolution authorizing staff to apply for the grant.

Ms. Barber introduced Resolution Number 661, an application for a grant involving over \$2 million dollars for the Center Avenue Development Project. She moved that we approve the resolution.

Ms. Harvey and Dr. Dillenberg seconded the motion, and Ms. Harvey said that we had already applied for it and thought we thought we were getting the funding.

Motion to approve Resolution No. 661; A Resolution Authorizing a Grant Application to the United States Department of Transportation Reconnecting Communities and Neighborhoods (RCN) Program with a Total Project Cost of \$2,250,972, for the Center Avenue Development Project

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG		X	X			
HARVEY		X	X			
MOORE			X			
SHEFFIELD			X			

9. UNFINISHED BUSINESS

Discussion/Possible Action

7:14 (14:11) A. Discussion and Possible Consideration of Street Lighting Options and Alternatives

Representatives from APS will provide updated information with regard to options for the Town's street light possibilities. Council will consider and may provide staff direction.

Ms. Barber introduced Item 9A, a discussion of street lighting, with the option to reuse existing fixtures.

Becky Ruud, the Northwest Key Account Manager for APS, approached the dais to present street light options. She said she was also happy to follow up on questions that she did not immediately have an answer for. Ms. Ruud said she would like to go back a little. In 2017, APS notified the town that the street light option that we had was no longer going to be available and any streetlights owned and maintained by APS were going to be switched to an LED version. She said they have been dealing with this since then, and are at the "end of our rope," or the end of our lights.

Ms. Barber clarified, in reference to the old lights, that there are none left.

Ms. Ruud said that they needed to urge you to make a decision on how you would like to move forward. They had a discussion regarding the streetlights with Brett Klein, and the conversation was that we would have some LED options installed. Ms. Ruud explained there was a 150-watt bulb installed at Town Hall, and the 2nd option, which was a 50-watt bulb, was installed in 2 locations, one by the High School and one at 710 Clark St.

Ms. Harvey said that she liked the second option, but did not like the one by Town Hall because it looked like a city light.

Ms. Barber said that she had asked if they still had the old fixture and could put it back because she knew it wouldn't be "up anyone's alley." She asked if there was an option lower than 50 watts.

Ms. Ruud replied that there was not.

Ms. Barber asked if the bulb was Dark-Sky complaint, and Ms. Ruud confirmed that it was.

Ms. Barber said there are shields that fit on our old bulbs, but do not fit on the new bulbs, so the old shields have to go away.

Ms. Harvey said there was still a half-shield.

Ms. Ruud explained that, if there was already a shield on it, they left it, but they would no longer be putting shields on. She said that APS own and maintain 61 poles and lights within Jerome and they had difficulty getting new options due to delays in manufacturing. Ms. Ruud said that Mr. Klein had asked about an amber option but unfortunately APS has to install an adapter and also rewire for that, so it would cost them more out-of-pocket. She said that the 50-watt bulb is very nice compared to the 150-watt, which is bright, and the LED option shines down versus out, which allows it to focus on the street for safety.

Ms. Barber asked for clarification, if a shield is there, with a new light, the shield stays?

Ms. Ruud confirmed that the shield could stay.

Ms. Harvey asked to add, in reference to the 50-watts, that the average light in a home is 40 to 60 watts per light socket, so it is mellow.

Ms. Moore said that Flagstaff has low lighting due to being a Dark Sky community, and she read that is narrow band amber light, or NBA, which is fairly new.

Ms. Ruud replied that was the one she checked into, but if we would like to maintain the historic fixtures, we would have to rewire and put in an adaptor, which would be a lot of money out-of-pocket. She said that you have the option of purchasing the lights and poles and then putting in anything you would like to add.

Ms. Moore asked how Flagstaff got switched over.

Ms. Ruud replied that she would have to research that as it was not her area.

Ms. Barber clarified that it is Coconino County, no Yavapai.

Ms. Moore said that Tucson is historic and has Dark Sky.

Ms. Barber said that Clarkdale was too, but that was in their Historic District. She said she may need to look into Dark Sky again because technology has changed in the last five years.

Ms. Ruud reiterated that the new bulbs were Dark Sky compliant.

Ms. Harvey asked, for clarification, what wattage do we currently use?

Ms. Ruud explained it is a sulfur light, more specifically a high-pressure sodium incandescent light which is 300-watt, but because of the sodium it gives off a different look.

Ms. Barber described it as "twinkling like Thomas Kinkadee."

Ms. Moore asked a member of the public and Jerome resident Karen Mackenzie, who attended the meeting to discuss the lights, if there was particular light in her neighborhood that was bright.

Ms. Mackenzie said that she lived in the gulch, and asked if any other lightbulbs around Jerome had been replaced with the new options.

Ms. Ruud replied, no, just the 3 she had mentioned.

Ms. Mackenzie said that she lived below the town, and could see the light by the school, and the light goes downhill. She noticed that she had to have the curtains closed because that light intruded.

Ms. Ruud explained that was an old bulb, and once it was replaced, the light should go down instead of out.

Ms. Mackenzie said that LED light disrupts circadian rhythm, which is different from the old sulfur style. She also hoped they would point down because in Jerome, people down the hill are looking up at the lights. She mentioned her concern about replacing all 60-plus lights if shields would not be possible.

Ms. Ruud explained that it damages the fixture itself, so they would rather not put those on and damage historic fixtures. She said they had done it in the past for so many Jerome lights because they treat us as a key account, but they have had so many that have cracked because of the shield. She said that they don't want to take responsibility for damaging them any further.

Ms. Barber expressed hope that when the lights are replaced, people will see a difference. Ms. Barber described a light in her own neighborhood and said the shield is on the neighbors, and she must draw her curtains, but she likes it because she can see what is on the corner. When that light goes out, she is ready to have it replaced. Ms. Barber said that some people don't like lights, but Jerome is a small town, and we only have 61 in the whole town. At this point, she did not think we wanted to take ownership of the lights. She repeated that we would like the old fixture back for the one that looked like a city light and the 50-watt bulbs that are Dark Sky compliant are the best we can do for now.

Ms. Mackenzie said that it will probably be different street by street because we have seen some benefiting from the lights and some having their lifestyle disturbed. She said that she had noticed that there were lights with shields all the way around and asked if it would be an option to fashion something for the fixtures.

Ms. Ruud repeated that they did not want to risk damaging the fixtures any further, but said that if you come up with something and purchase it for them to install, they would be happy to do it.

Ms. Barber said that we should go forward with what we are doing and if we have problematic areas, then we can see what we can do for people to do the best that we can. She mentioned an instance of a resident requesting the removal of the only streetlight in an area, but APS would not allow it and she apologized but said the light was still there. She said that we do the best we can for our people. Ms. Barber said she thought we should go forward with the 50-watts.

Ms. Harvey motioned to request APS to move us to the 50-watt LED and if we have problems from there, we can revisit at another meeting.

Ms. Barber added replacing the light at Town Hall with the old fixture.

Ms. Ruud said she will start to order the lights and will update the council on the time frame.

Ms. Moore asked, "They won't be changed out until they burn out, correct?"

Ms. Barber agreed that would be preferable and asked if it was possible.

Ms. Ruud said that is up to you. If you would like them replaced as they burn out, they can do that, but you could get complaints that it is brighter here rather than there.

Ms. Harvey replied that we will likely get complaints.

Ms. Barber said that the Town Manager can explain the process to people who complain and thanked Becky Ruud for attending the meeting.

Jerome resident Mansel Mathews said there is a bright light behind the building and Ms. Barber asked him to report it to the Town Manager.

Motion to Request that APS Replace the Current Streetlights with the 50-Watt Option, with an Additional Request to Replace the 150-Watt Light at Town Hall with the Old Fixture

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
HARVEY	X		X			
MOORE			X			
SHEFFIELD			X			

8:21 (1:21:49) B. Continued Discussion and Possible Staff Direction on Potential Uses of the Hotel Jerome Basement

Council will discuss and may provide staff direction regarding alternative uses for the Hotel Jerome.

Ms. Barber said that Steve Knowlton should be back in town soon. She asked, why is this on the agenda?

Mr. Klein explained that subsequent to the meeting where we had more people who wanted to rent a studio than we had space, he believed that Councilmember Harvey wanted to discuss the potential for using some of that space.

Ms. Barber asked if the Police were not using most of that space.

Ms. Moore asked if they were continuing to use the space and Ms. Barber and Ms. Harvey both said they were.

Ms. Moore asked if the only other space is storage space beneath there, because she felt like there was one big room. She said she felt there were a couple of good people looking for space and thought that if we could find room in one of those spaces, that would be helpful.

Ms. Barber asked if she would like the council to do another field trip and look at it again.

Ms. Sheffield said that she felt that whatever we do with that space, there will be a lot of preliminary work to be done, regardless of whether we are putting in apartments or just trying to rent storage and studios. Cleaning, making sure the floors are good, the electricity works and the water; those are basics, even for a studio. Regardless of whether we decide exactly what to do with it, there can be some steps towards getting it cleaned up and ready.

Ms. Barber said, from what she understood, the studio spaces have no amenities. There are lights but no sinks. She said the art room used to have sinks. She said that she would be worried about fires.

Ms. Muenz said that she could not speak to the lower storage areas, but the big room did still have an old kitchen. She explained that the concern was that for any space down there, people would need to be able to escape in the event of an emergency. There were stairs leading down to the lower levels, but if we were to chop up the areas into smaller spaces, it would be more difficult for people inside to access an exit.

Ms. Harvey said that she would like to table the item.

Dr. Dillenberg agreed.

Ms. Barber said we will discuss it at a further meeting, but not when. She said that she thought it was wonderful that we were trying to do it, but we had to be careful. She brought up a fire, and said that if you have one person in there doing something dangerous, our whole building burns down and that is not what we want to happen.

Motion to table Item 9B to a later meeting

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
HARVEY	X		X			
MOORE			X			

10. NEW BUSINESS**Discussion/Possible Action****8:26 (1:26:05) A. Consideration of an Arizona Liquor License in the Town of Jerome for a Series 07 Beer and Wine Bar License Type, for Wicked City Pub (formerly Wicked City Saloon) Under New Ownership, Located at 403 Clark Street #A3**

Council will consider and may approve a new Series 07 Beer and Wine Bar License for Wicked City Pub.

Ms. Barber explained that Wicked City is under new ownership. The State issues the Liquor License, we just say if we like it. She said that there was no applicant present at the meeting, and she was not familiar with the applicant. Ms. Barber said they were currently running the business, and she had not been there to see if the sign had changed, but it seemed that all the paperwork had been filled out.

Ms. Harvey said it would be nice, and this was not the first time it had happened, if you are going to put a request for a liquor license in front of the council, you might want to show up in case we have questions. She was under the impression that Matt Moore was the owner of the bar, so who is Allen Steffey? Ms. Harvey said she would like to ask them that question, so she will vote no because she needed to ask questions for a liquor license. She said for every liquor license, we always have questions and we have had several where no one shows up. There was one a few years ago that didn't even want to answer questions over the phone; yet they expect us to approve of something that is going to benefit them and affect this town. Ms. Harvey said that she felt it was important for people to understand that it wasn't just to put your application in, they needed to show up.

Dr. Dillenberg agreed.

Ms. Moore agreed as well because she also thought it was Matt Moore. She agreed with Ms. Harvey that she expected them to be there to answer questions. She didn't see any issues with the paperwork except it was someone's name that we didn't expect. She asked if it could be tabled.

Mr. Klein replied that it could be tabled, and a request made for the person to be present. He explained that a lot had happened with the management of the building, and Matt was involved but for various reasons, this gentleman is the one who submitted the application for the license through the State. Per State Statute, Council will vote on that. He said that Police and Fire have reviewed it and have found no issues. If you would like to table it, that can be done, and we can request the presence of the applicant.

Ms. Barber asked if Ms. Moore wanted to make that motion, and Ms. Moore asked how everyone else felt.

Ms. Barber said that we were all under the impression that it was someone else, and we don't know this man. We would like to meet him and, if we approve it, congratulate him. She added that it did not matter what we said if Arizona issues him a liquor license.

Mr. Klein explained that there was a timeline and Ms. Muenz said that she had already been contacted by the state, and they required an answer by the 18th. If the deadline is passed, the applicant may need to resubmit.

Dr. Dillenberg asked if we could vote, "yes, but subject to," so that we could meet the deadline.

Ms. Barber said she did not like that.

Ms. Harvey said that a liquor license is very expensive, and very important for your bar, so she felt it was really important for people to show up to answer questions. It was not the first time, and it was irritating that people just assume we are going to rubber-stamp it.

Ms. Barber agreed.

Ms. Sheffield said that she might know who the applicant was. He may be a good friend of Matt's who was staying in town for a while. She agreed that she felt one of them should have been present. In reference to the business changing hands, she said that she had a friend who had a rental that was taken over by the same management company and there was a lot of confusion, so she had sympathy with some of the things that go on with so much change. Ms. Sheffield said she had been to Wicked City a couple of times, and they hadn't done much differently inside. One thing she liked is it is a comfortable environment and everyone she has seen working there is someone from the town. She said Matt is always there, whether he owns it or not, he is running it. Ms. Sheffield said she felt it was great to have a place for the overflow from the Haunted Hamburger, so people can wait off the sidewalks and street. Whatever hoops they had to jump through, the paperwork involved is extensive, and it looked like all the paperwork was presented the way it needs to be.

She repeated that it would be nice if he was here to answer the council's questions, but that was her take on the situation and she did not see a reason to deny them permission to keep doing what they are doing.

Ms. Moore asked if they are told that the council expects them to be present.

Mr. Klein replied no, but they happen so rarely. He explained that in larger cities they deal with them on a large basis, if applicants don't show up, it is a rubber-stamp situation. But we are smaller, and if Council policy is to talk to them, we will certainly be sure that they understand this.

Dr. Dillenberg said that he did not want to punish them. He thought that they needed to be here, but was it possible to go forward because we do not want them to be penalized for two more months, yet tell them to come to the next meeting and discuss what you are doing. He said we always have the opportunity to do something once we start. Or, once we say yes, is it permanent?

Ms. Harvey replied, once we say yes, it is permanent.

Dr. Dillenberg agreed that he wanted them here to discuss things, but at the same time, did not want to punish them.

Ms. Muenz briefly explained the timeline for submitting a liquor license application.

Ms. Harvey suggested that we go ahead and vote and, in future, make sure that anybody who puts in for a license is told that we expect them to be here. She made a motion to approve.

Dr. Dillenberg said that he felt that was the right strategy.

Motion to approve a Series 07 Beer and Wine Bar License Type for Wicked City Pub at 403 Clark Street, #A3

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
HARVEY	X		X			
MOORE			X			
SHEFFIELD			X			

7:30 (30:25) B. Consideration of an Update to the Town's Fee Schedule to Allow for an Emergency Services Agreement with Residential Building Owners Located Outside of Town Limits

Council will consider and may approve the proposed update to the Town's Fee Schedule to add the potential for an Emergency Services Agreement.

Ms. Harvey said that she had several questions. First, in the summary it says that the Fire Department is required to bill properties for services rendered. Of the charges that have been billed, how many remain unpaid?

Battalion Chief Carl Whiting replied that he did not have an exact number, but typically we only see 5% to 10% of the bills getting paid. We use a billing company, and it is pretty typical across the board, for most fire districts; you might see 30% come back, but not much.

Ms. Harvey wanted to comment on the options, referring to the mention of annexation. She said that we have stopped talking about it because she does not believe annexation is beneficial to the town right now. We need to fix our infrastructure before we take anything else on; as to the options, that is her opinion. Ms. Harvey said she would like some clarification on the calculations. She took examples of people on Dundee and Bell Road, and said that the way she read it, it is for all of the services from the Fire Department, which Mr. Whiting said was correct, and it is the amount of your property taxes plus 10%.

Mr. Whiting clarified it was from the Limited Assessed Property Value. He had provided an example of the most expensive property in town, the Little Daisy.

Ms. Harvey said that he pulled the LPA, not the LPV.

Mr. Whiting corrected himself and gave the LPV amount. He said that amount is divided by 100, and it would boil down to Little Daisy paying about \$1,381.89 per year for the subscription. He said he pulled the 3.12%, which is what the Verde Valley district charges as their mill rate, and it is pretty low. Mr. Whiting said he thought the amount he paid for his Camp Verde house is about 3.28% for Copper Canyon Fire District, so that is a pretty low mill rate for the state of Arizona.

Ms. Harvey said that she wanted to make sure she was figuring it correctly. She and Mr. Whiting went over the calculation again. Ms. Harvey said it was hard to follow.

Mr. Whiting said that he "plagiarized" the agreement from the Verde Valley Fire District; he had their billing person walk him through it so that he would have a better knowledge of it because he was getting confused himself.

Ms. Harvey said her other question was, the services for the initial response and each succeeding hour, was that what we would be billing if they did not have a contract?

Mr. Whiting replied, correct.

Ms. Harvey clarified that instead they would pay a flat fee for the year, and would not have to pay the \$250 for the initial response, and the \$125 for additional?

Mr. Whiting replied, yes. He gave the example of an instance wherein 2 engines responded, which would be \$500 for the first hour, whether we are there for a full hour or not. Then, we would also have command vehicles, so the bill keeps increasing. Another example he gave was a small CO2 alarm going off. He said you can have a \$1,500 bill for a 10-minute job, which does not create good public relations with anyone.

Ms. Moore asked how it is charged; does the Town bill them?

Mr. Whiting explained that the Fire Dept has a billing agency; we fill out the paperwork and send it to them, and they send the bill to whoever and we get reimbursed.

Ms. Moore asked, and what if they decide not to pay?

Mr. Whiting replied that he does not have that answer, but he does know other agencies that would put a lien on the property.

Ms. Barber asked Mr. Klein if he knew the answer.

Ms. Harvey said the billing wording was confusing, she said that the 10% would need to be added to the property tax.

Ms. Harvey read the formula aloud, which included a 10% addition for administrative fees. She said that the calculation and the written formula did not match, which was why it was confusing.

Mr. Klein said that we can remove the last sentence of the first paragraph for clarification. He added that the subscription was entirely optional and would be presented to the property owners to provide the opportunity. Some may say they are not going to do it because they have never needed services, and that is their roll of the dice; it is just an option. Mr. Klein said that he thought it provided goodwill rather than hitting them with a big bill if there was a fire. He said we will encourage the Little Daisy to strongly consider it. In terms of if they don't pay for the agreement, they aren't covered. A bill will go out to a billing agency and if they then don't pay, there is a legal process.

Dr. Dillenberg asked, what are we voting on?

Mr. Klein clarified that this would be a new fee to be added to the Fee Schedule if you choose to.

Ms. Harvey commented that it would be beneficial to both the public and the Fire Department.

Dr. Dillenberg agreed with Ms. Harvey.

Ms. Barber said we would be taking the last 10% off.

Ms. Harvey clarified that it was the last sentence we would be taking off.

Mr. Whiting explained that he understood what Ms. Harvey had requested to be clarified and would retype it.

Ms. Barber moved that it be added to the town's fee schedule, which was seconded by Ms. Harvey.

Hearing no further discussion, the vote was taken, and it passed unanimously.

The Council thanked Battalion Chief Carl Whiting for attending the meeting and presenting the agreement.

Motion to add the Fee for an Emergency Services Agreement with Residential Building Owners Located Outside of Town Limits to the Town of Jerome Fee Schedule

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
SHEFFIELD			X			

8:38 (1:38:11) C. Consideration of Updates to the Town's Financial Operations Guide

Council will consider and may approve the staff proposed updates.

Looking at the proposed updates, Ms. Barber asked the council if they liked the additions. She commented that she saw a lot of checks and balances that needed to be here.

Ms. Harvey said the only thing she didn't like was the once a month counting of the cash drawer and petty cash box. She said she thought both should be counted at least once a week.

Ms. Barber agreed that most retail shops count their cash once a day.

Ms. Muenz explained that the cash drawer is supposed to be counted every day it is used. The updated policy to count it once a month would be in addition to the daily count, to act as an audit of the cash.

Mr. Klein explained that it is an audit practice known as imprest basis, and the drawer would be reconciled fully upon each use and transaction, and once a month, by someone who is not usually in contact with the cash drawers. There will be a cash log for balancing every day, but this will be once a month with a second pair of eyes.

Ms. Barber asked Councilmember Harvey if she was okay with that, and Ms. Harvey said that she was.

Motion to approve Update to the Town's Financial Operations Guide

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
SHEFFIELD			X			

8:41 (1:41:14) D. Consideration of a Special Event Permit Application from the Jerome Chamber of Commerce for the September 30, 2023, Art in the Park

Council will consider and may approve, with or without additional conditions and considerations, the Special Event Permit.

Ms. Barber asked if there would be artists in the park again, like they did in the Spring. She said, that was fun and they also said no stage this time.

Ms. Harvey agreed that they said there would be no stage in the park.

Ms. Barber moved to approve the application and Ms. Sheffield seconded the motion.

Ms. Harvey said that she had a condition. At the last event, which she believed was a music festival, there was damage done to the stairs. She said that it was not bad, but she had a meeting with Public Works Director Marty Boland, and he said if it happened repetitively, it would damage our stairs. So, with the condition that they make sure that the dollies do not bounce off the stairs while bringing equipment up and down.

Ms. Barber asked if we could take photos that we keep, and Mr. Klein said yes, and a lot of it had happened because of the stage that was installed.

Ms. Barber said photos would help us to see what is going on.

Ms. Harvey said the marks were consistent up and down the stairs.

Motion to approve a Special Event Permit Application from the Jerome Chamber of Commerce for the September 30, 2023, Art in the Park with the condition that they be sure dollies do not bounce off the stairs while carrying equipment up or down

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY			X			
MOORE			X			
SHEFFIELD		X	X			

8:42 (1:42:42) 11. TO AND FROM THE COUNCIL

Council may direct staff regarding items to be placed on a future agenda.

Ms. Barber said there are so many signs at the gate, but by the time you are all the way up, you are at the gate. We talked about it at the last regular council meeting, and Ms. Barber read off the suggested signs mentioned at the August 8th meeting. She said right now, we have 8 signs, one just says ‘closed’ but it might be historic. She said she was in her yard and a couple in an RV asked if they could camp there, and she said no you cannot and there is no place for you to turn around. There needs to be a sign that tells people “Road closed ahead,” or “dead end.”

Ms. Harvey suggested, “no through traffic.”

Ms. Barber thanked Ms. Harvey and said she thought we ought to take down the #6 sign and have a “no overnight camping” sign. Where it meets the gulch meets Allen Springs, we need to tell people not to go into the gauntlet.

Ms. Moore said that Mr. Boland had a sign that says, “dead end, no turn,” but he didn’t know where to put it.

Ms. Barber said she would meet with him and let him know where to install the sign.

Ms. Moore said it would be helpful if Ms. Barber could show him an appropriate place, and a way to attach it.

Ms. Muenz confirmed that we had ordered the suggested signs to be put up.

Ms. Barber then read a list of the existing signs and their messages. She said there are 8 in total, but once you see them you are already at the gate and there isn’t a place to turn around. She suggested, “local traffic only,” and said she would follow up with Mr. Boland.

Ms. Harvey suggested a, “Dead end,” sign.

Ms. Moore explained that we already had the “dead end, no turn around,” sign to be installed.

Ms. Moore said she wanted to bring up that we need to have a meeting to talk about events and fees.

Ms. Barber agreed that due to time, we should not allow our staff to do that amount of work for people. Bending over backwards for people who tell us one thing and flinch the rules and think it’s a Sunday, no one will check..

Ms. Moore said that most of the events that take place on town property benefit the town in some way, and are not just a commercial enterprise taking up all the public spaces.

Ms. Barber added, for the record, if any people who came for it ate, drank, or anything else, we got a pittance for it from what we charge for a Special Event License. The bottom line is we did a lot of work and didn’t make a lot of money from it. Ms. Barber said that on our next agenda, we will have a discussion on Special Event Permits. When we started out, it was a pilot, and after you see how it works you adjust accordingly.

12. ADJOURNMENT

Motion to adjourn at 8:49 P.M.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			

DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
SHEFFIELD			X			

Attest:

Approve:

Scott Ke
Town Manager/Clerk

Chetna R. Bhat
Mayor

Date: 10/10/2023