



# TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331  
(928) 634-7943  
www.jerome.az.gov

---

## ACTION MINUTES

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

**TUESDAY, DECEMBER 10, 2024, AT 7:00 PM**

---

*Due to the length of this meeting, Council may recess and reconvene at the time and date announced.*

### 1. CALL TO ORDER/ROLL CALL – 7:00PM

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

**PHONED IN: MAYOR ALEX BARBER**

**PRESENT: VICE MAYOR JANE MOORE, COUNCILMEMBERS DR. JACK DILLENBERG, SONIA SHEFFIELD, and ISSAM "IZZY" SHARIF.**

### 2. FINANCIAL REPORTS

Discussion/Possible Action

#### A. Financial Report and Detail Invoice Register Report for November, 2024

Council will consider and may approve the financial reports for month ending November 2024.

**APPROVED**

### 3. 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.

**APPROVED**

### 4. 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**

**DISCUSSION HELD**

### 5. APPROVAL OF MINUTES

Discussion/Possible Action

**A. Consider Approval of the November 12, 2024, Regular and Special Council Meeting Minutes and November 25, 2024, Special Council Meeting Minutes**

Council will consider and may approve the November 12th Regular and Special Council Meeting minutes, and November 25th Special Council Meeting Minutes.

**APPROVED**

### 6. PETITIONS FROM THE PUBLIC

**A. Petition from Lee Christensen will be Entered into Record**

**RECORDED, DISCUSSION HELD, FOLLOW UP DIRECTION GIVEN**

## 7. UNFINISHED BUSINESS

Discussion/Possible Action

### A. Review of the Jerome Historical Society's Response and Possible Staff Direction Regarding a Potential Property Exchange with the Jerome Historical Society

Council will consider the response from the Jerome Historical Society regarding a potential property exchange and may provide staff direction.

## TABLED TO NEXT MEETING

### B. Consider Taking from the Table and Consideration of a Tour Company Business License Application for US Ghost Adventures LLC

Council will take the item from the table and then consider and may approve the Tour Company Business License.

## TABLED TO NEXT MEETING

## 8. NEW BUSINESS

Discussion/Possible Action

### A. Consideration of Russell San Felice's Appointment to the Position of Chief of Police for the Town of Jerome

Council will consider and may approve the appointment of Russell San Felice as the new Jerome Chief of Police.

## RUSSELL SAN FELICE APPOINTED NEW CHIEF OF POLICE

### B. The Newly Appointed Police Chief will Receive and Take the Loyalty Oath and be Sworn in as the Jerome Chief of Police

Russell San Felice may be sworn in as Chief of Police and take the loyalty oath.

## LOYALTY OATH GIVEN

### C. Consideration of a Data Access Exchange Agreement with ADOT for Traffic Crash Data and Records and Authorizing Town Manager Brett Klein and Acting Police Chief Russell San Felice to Execute the Agreement on Behalf of the Town

Council will consider and may approve the agreement and authority to execute the agreement.

## APPROVED

### D. Consideration of a Sole Source Provider Purchase of a 2023 Ford Police Interceptor from JW Auto Sales in the Amount of \$34,000.00

Council will consider and may approve the purchase through JW Auto Sales.

## APPROVED

### E. Consider Approval Authorizing the Town Manager to Execute all Documents Necessary for the Purchase of 621 Main Street for Future Town Employee and Town Workforce Housing

Council will consider and may approve the Town Manager to execute all necessary documents for the purchase and acquisition of 621 Main Street.

## APPROVED

## 9. TO AND FROM THE COUNCIL

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

## DISCUSSION HELD

## 10. ADJOURNMENT – 7:33PM