



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, NOVEMBER 11, 2025, 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.

**PRESENT: MAYOR ALEX BARBER, VICE MAYOR JANE MOORE, COUNCIL MEMBERS
DR. JACK DILLENBERG AND SONIA SHEFFIELD.**

COUNCIL MEMBER ISSAM “IZZY” SHARIF JOINED VIA TELEPHONE AT 7:13PM

2. FINANCIAL REPORTS

Discussion/Possible Action

A. Financial Report and Detail Invoice Register Report for October, 2025

Council will consider and may approve the financial reports for month ending October, 2025.

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 October 14, 2025, Regular Council Meeting Minutes

Council will consider and may approve the October 14th Regular Council Meeting Minutes.

APPROVED

6. PETITIONS FROM THE PUBLIC

HENRY VINCENT

7. NEW BUSINESS

Discussion/Possible Action

A. Consideration of the Jerome Chamber of Commerce Special Event Permit Application for the Annual Town Dinner at Spook Hall

Council will consider and may approve the special event permit.

APPROVED

B. Consideration of Bids in Response to the Town's Issuance of an Invitation for Bids Regarding its Notice of Intent to Sell 655 Holly

Council will consider the bid(s) received and may approve, and / or provide staff direction.

TABLED TO NEXT MEETING

C. Consideration of a Conditional Use Permit (CUP) for Three (3) Residential Apartment Units at 310 Queen Street

Council will consider and may approve a CUP for 310 Queen Street.

APPROVED

D. Consideration of Bids and Approval of, and Awarding of, the Contract in the Amount of \$133,194.68 to Total Maintenance Erosion Control, LLC, for the Gulch Drainage Improvements

Council will consider and may award the contract to Total Maintenance and Erosion Control, LLC in the amount of \$133,194.68.

APPROVED/BID AWARDED

E. Consider Removing from the Table (From January, 2025) 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

F. Consideration of a Remote Tasting Room Series 19 Liquor License on Location at 114 Jerome Avenue for dba The Original Jerome Winery

Council will consider and may approve the Series 19 Liquor License.

APPROVED

G. Review Proposals Received in Response to the RFP for an Advanced Metering Infrastructure System and Identify 2-3 Respondents to Attend the Upcoming Special Meeting for Further Council and Community Evaluation and Consideration

Council will review the proposals received and provide staff direction.

TABLED TO DECEMBER MEETING

8. TO AND FROM THE COUNCIL

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

UPDATE GIVEN

9. EXECUTIVE SESSION

On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(1) and (3)

ENTERED E-SESSION AT 8:26PM

A. Discussion on Fire Chief's Potential Retirement Agreement and Interim / Future Staff Leadership Plans for the Fire Department

The Council will discuss and consult with its attorney for the purpose of receiving legal advice regarding a potential retirement / temporary employment and consulting agreement between the Town and its outgoing Fire Chief and may provide its representatives and legal counsel with instructions regarding said agreement and Fire Department Leadership.

DISCUSSION HELD

B. Return to Open Session and Consider Action to be Taken from the Executive Session Including the Potential Approval of an Agreement and Further Staff Direction

Council may make a motion to take necessary action as a result of the Executive Session discussions.

RETURNED TO OPEN SESSION AT 9:04PM

10. ADJOURNMENT – 9:05PM