



# TOWN OF JEROME

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

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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, MARCH 11, 2025, AT 7:00 PM

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*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, SONIA SHEFFIELD, AND ISSAM “IZZY” SHARIF**

### 2. PROCLAMATIONS

#### A. APS Fire Mitigation Presentation

Representatives from APS will be on hand and provide a presentation for mitigating fire risk.

#### PRESENTATION GIVEN

#### B. Introduction of Deputy Police Chief Michael Odle

Chief San Felice will introduce new Deputy Police Chief Michael Odle and provide a brief biographical overview.

#### INTRODUCTION AND PRESENTATION GIVEN

### 3. FINANCIAL REPORTS

Discussion/Possible Action

#### A. Financial Report and Detail Invoice Register Report for February, 2025

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

#### APPROVED

### 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.

#### APPROVED

### 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**

#### DISCUSSION HELD

## 6. APPROVAL OF MINUTES

Discussion/Possible Action

### A. Consider Approval of the February 11, 2025, Regular and Special Council Meeting Minutes

Council will consider and may approve the February 11th Regular and Special Council Meeting minutes.

**APPROVED**

## 7. PETITIONS FROM THE PUBLIC

**NONE**

## 8. UNFINISHED BUSINESS

Discussion/Possible Action

### A. Discussion and Possible Staff Direction Regarding the Sale or Lease of Town-Owned Property (655 Holley)

Council will discuss and may provide staff direction.

**TABLED UNTIL APRIL MEETING**

### B. Consider Taking the Item from the Table and Discussion and Update / Possible Direction Regarding the Proposed Community Garden and the Community Garden Shed Along with Discussion on Fruit Trees for the Community Garden

Council will be provided an update regarding the proposed community garden and shed, and may provide staff direction, along with discussing fruit tree additions to the community garden.

**STAFF DIRECTION GIVEN**

## 9. NEW BUSINESS

Discussion/Possible Action

### A. Consideration of a Request from the Jerome Humane Society for a Council Approved Exception to the Special Event Permit Application in Accordance with Section 10-3-7(D) of the Jerome Town Code to Hold a Fundraiser (St. PETrick's Day) with Proceeds Going to the Jerome Humane Society

Council will consider the request from the Jerome Humane Society and may approve an exception for a special event permit.

**APPROVED FOR BOTH ST. PETRICK'S DAY AND WOOFSTOCK**

### B. Consideration of Bids for the Repair and Necessary Improvements to 621 Main Street (Employee and Workforce Housing)

Council will consider bids and may award a contract for the repair and improvements to 621 Main Street.

**APPROVED – BID AWARDED**

### C. Consider Approval of a One-Year Professional Services Agreement with Gust Rosenfeld for the Provision of Town Legal Services

Council will consider and may approve the agreement with Gust Rosenfeld to be designated as the Town Attorney.

**APPROVED**

### D. Conduct a Hearing to Consider the Appeal of the Town Manager's Decision to Suspend the Business License of Frosty Cauldron (License #1150)

Council will open the hearing, conduct the appeal hearing, close the hearing, and then will affirm or reverse the decision.

**HEARING HELD, MANAGER'S DECISION TO SUSPEND AFFIRMED**

**E. Consideration of a New Tenant for 500 Main Street and Setting Terms of the Lease Agreement**

Council will consider and may select a new tenant, along with setting the lease terms (duration and rent amount) for 500 Main Street unit.

**NO DISCUSSION, APPLICANTS HAVE WITHDRAWN**

**F. Consider Proposal and Agreement from Southwestern Environmental Consultants (SEC) for Engineering and Design Plans for Mescal Siphon Line and School Street Pressure Regulator (WIFA Grant Funded)**

Council will consider and may approve the proposal and agreement from SEC.

**APPROVED**

**10. TO AND FROM THE COUNCIL**

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

**DISCUSSION HELD**

**11. EXECUTIVE SESSION** On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation; and ARS § 38-431.03 (A)(7) Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

**A. Discussion and Negotiations for Easements for the Town's Wastewater Treatment Plant Upgrade**

The Council may provide its representatives and legal counsel with instructions regarding negotiations for easements for completing the wastewater treatment plant upgrade.

**EXECUTIVE SESSION STARTED 8:26**

**EXECUTIVE SESSION ENDED 8:38**

**B. Consider Action to be Taken from the Executive Session**

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

**MOTION ACCEPTED**

**12. ADJOURNMENT – 8:40PM**