



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943

MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, MARCH 10, 2020, AT 7:00 P.M.

<p>ITEM #1: 7:01 (00:06)</p>	<p>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to call meeting to order. <i>Mayor Alex Barber called the meeting to order at 7:01 pm.</i></p> <p>Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jane Moore, and Dr. Jack Dillenber. Deputy Clerk Rosa Cays was also present.</i></p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance. <i>Mayor Barber led the Pledge of Allegiance.</i></p> <p>Mayor Barber rearranged the agenda and moved items #7A, 7B, 9C, 9F, 10E, 9A, 9B, 10D, 9D, and 8A to immediately follow roll call in this order, then return to item #2. The items have been kept in their original agenda order in these minutes.</p>																																										
<p>ITEM #2: 7:45 (44:44)</p>	<p>FINANCIAL REPORTS</p> <p>Financial reports for February 2020 <i>Councilmember Jane Moore commented that Accounting Clerk Melanie Atkin was doing a great job. Councilmember Mandy Worth appreciates the added details Ms. Atkin has provided and clarified that \$47,619.98 was paid for six kiosks, since the question was asked earlier in the meeting.</i></p> <p><u>Motion to Approve the Financial Reports</u></p> <table border="1" data-bbox="332 852 1154 972"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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<p>ITEM #3: 7:47 (46:19)</p>	<p>STAFF AND COUNCIL REPORTS</p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p><i>Ms. Gallagher read from her report.</i></p> <p><i>Mayor Barber thanked the Jerome staff and volunteers for all their work. She also mentioned the recent tragic incident in Clarkdale that involved people connected to Jerome. "Our hearts go out to them," she said.</i></p> <p><i>Ms. Worth announced that Jerome has been awarded \$500,000 in transportation improvement program (TIP) funds from NACOG for 2022. This is for drainage projects. She added that Senator Sinema's office contacted Ms. Worth requesting space to hold meetings with their Veteran's Affairs Department for constituents in Jerome who are veterans and need assistance, possibly in late April or early May.</i></p> <p><i>Mayor Barber thanked everyone again, including the public, for being present at the meeting.</i></p> <p><u>Motion to Approve Staff and Council Reports</u></p> <table border="1" data-bbox="332 1352 1154 1472"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH			X			
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<p>ITEM #4: 7:54 (52:53)</p>	<p>ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES</p> <p>Minutes are provided for the information of Council and do not require action.</p> <p><i>Zoning Administrator John Knight was absent due to illness.</i></p> <p><i>Mayor Barber praised John for his work not only as zoning administrator but as the historic preservation officer. She announced they'll be going to an historic preservation conference in the coming months.</i></p> <p><i>Ms. Gallagher mentioned that the Design Review Board had been postponed to March 16 due to illness.</i></p>																																										
<p>ITEM #5: 7:56 (53:49)</p>	<p>APPROVAL OF MINUTES</p> <p>February 11, 2020 regular meeting</p> <p><u>Motion to Approve the Regular Meeting Minutes of February 11, 2020</u></p> <table border="1" data-bbox="332 1782 1154 1900"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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ITEM #6:
7:57 (54:08)

PETITIONS FROM THE PUBLIC

Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.

There were no petitions from the public.

(54:45)

Motion for a Break at 7:55 p.m.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY			X			
MOORE			X			
WORTH		X	X			

ITEM #7:
7:03 (02:12)

PRESENTATIONS

ITEM #7A: YAVAPAI-APACHE NATION – PROPOSITION 202 FUNDING AWARD

Darlene Rubio, Council member of the Yavapai-Apache Nation, will present the Council with a check in the amount of \$18,370, representing Proposition 202 funding.

Mayor Barber expressed the town's appreciation to the Yavapai-Apache Nation.

John Huey, the newly elected chairman of Yavapai-Apache Nation, introduced himself and spoke about the election and the new members of the Yavapai-Apache Nation Tribal Council. He then presented the check for \$18,370 to the Council and expressed his appreciation for the relationship with the Town of Jerome.

Mayor Barber reminded the public that the horseshoe pits and town shuttle van were recent acquisitions thanks to the Yavapai-Apache Nation and Proposition 202 funding. She thanked Chair Huey again.

7:06 (05:39)

ITEM #7B: PRESENTATION OF AUDIT

Jim Usevitch of the firm Colby & Powell will present their audit of the Town's FY2019 financial statements. Following the presentation, Council may vote to accept the audit.

Jim Usevitch said the audit went very well and appreciated how well prepared Ms. Gallagher and Accounting Clerk Ms. Melanie Atkin were for the audit. He gave special kudos to Ms. Atkin for being so pleasant to work with.

Regarding the audit, Mr. Usevitch said management discussion and analysis is something Jerome does not do in their audit, which is not a negative mark on Jerome; many towns don't do it. But he said it's "nice to have" so perhaps in the future it can be added once Ms. Atkin is more experienced with the process.

No fraud was found in the audit. Colby & Powell do several tests by random sample. The audit team also found that Jerome is better off this year than last year.

Mayor Barber thanked Ms. Atkin and Ms. Gallagher for their strong work and the Colby & Powell audit team.

Motion to Accept the FY2019 Audit from Colby & Powell

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH			X			

ITEM #8:
7:40 (39:11)

ORDINANCES

ITEM #8A: FIRST READING – ORDINANCE NO. 460, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AMENDMENT TO ZONING MAP TO ESTABLISH R-2 (SINGLE- AND TWO-FAMILY RESIDENTIAL) ZONE

Council may conduct the first reading of Ordinance No. 460, adopting an amended zoning map for the Town of Jerome. The new map will include a new R-2 Zone and rezone certain properties from R1-5 to R-2. This change was recommended by the Planning and Zoning Commission on February 12.

Mayor Barber read Ordinance No. 460 in title only.

Ms. Gallagher clarified that this is a first reading, so no action is needed at this time.

Ms. Worth announced to the public that rezoning maps are in the agenda packets.

Jerome property owner Sybil Melody asked that her residence be included in the R-2 rezone. She approached the dais to point out her parcel on the map (401-11-031A).

Mayor Barber asked for clarification about the ordinance.

Ms. Gallagher explained what had been approved and how this map correlates with those changes. She suggested going forward with this ordinance and possibly starting another one to address additional properties that want to be included in the rezoning.

Ms. Worth asked if a new ordinance was necessary or if this one could be amended later. Ms. Gallagher said there would not be much difference in effort either way.

Dr. Dillenberg asked if property owners who want to be included in the rezoning would have to go before P&Z first.

Ms. Gallagher said she believed so.

Ms. Moore reiterated Zoning Administrator John Knight's recommendation in the agenda packet, which clarified the process, should more property owners want to be included in the rezoning.

Ms. Worth advised Ms. Melody to contact Mr. Knight.

Ms. Jane Moore asked if action would be taken at the next meeting, which it would.

<p>ITEM #9: 7:27 (26:02)</p>	<p>UNFINISHED BUSINESS</p> <p>ITEM #9A: PUBLIC HEARING REGARDING USE OF CDBG SSP FUNDS Council will conduct a public hearing regarding potential projects for the use of FY19 and/or FY20 CDBG (Community Development Block Grant) State Special Project (SSP) funding. <i>Mayor Barber introduced the item and opened the public hearing at 7:27. No one from the public came forward. Mayor Barber closed the public hearing at 7:28.</i></p>																																										
<p>7:28 (27:09)</p>	<p>ITEM #9B: RESOLUTION NO. 590, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AUTHORIZING THE SUBMISSION OF A COMPETITIVE APPLICATION FOR FY19 AND/OR FY20 COMMUNITY DEVELOPMENT BLOCK GRANT STATE SPECIAL PROJECT (SSP) FUNDS, CERTIFYING THAT SAID APPLICATION MEETS THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATION. Council may adopt Resolution No. 590, authorizing the submission of an application for FY19 and/or FY20 CDBG (Community Development Block Grant) State Special Project (SSP) funding. <i>Ms. Gallagher said this is the time for Council to choose which project they would like to fund. Mayor Barber said it seemed evident from the previous meeting that the Center Avenue Improvement Project was preferred. Ms. Moore noted that the Center Avenue Improvement Project would serve way more than just Center Avenue. Mayor Barber pointed out that Center Avenue is also the only alternative route through Jerome should anything happen in the middle of town. Mayor Barber asked if the town could coordinate with Unisource so that any work they needed done could happen during this project. Ms. Gallagher said she would investigate this.</i></p> <p><u>Motion to Adopt Resolution No. 590 for the Center Avenue Improvement Project</u></p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG		X	X				HARVEY			X				MOORE			X				WORTH	X		X			
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<p>7:13 (11:42)</p>	<p>ITEM #9C: APPOINTMENTS TO BOARDS Council may appoint members to the Planning & Zoning Commission, Design Review Board, and Board of Adjustment to fill the remainder of terms that expired as of February 28, 2020. As of agenda preparation date, the following applications have been received:</p> <ul style="list-style-type: none"> P&Z or DRB: Chuck Romberger <p>Council may consider any additional applications received prior to or at the meeting. <i>Mayor Barber introduced applicant and Jerome resident Chuck Romberger. She asked him if he had a preference of serving on P&Z or DRB, which he did not. She said she liked that he had read the Jerome Zoning Ordinance and General Plan. Ms. Worth said that based on his background and education, she thought serving on the P&Z Commission would be a better fit for Mr. Romberger. Ms. Moore asked Mr. Romberger when he moved to Jerome. (13:00) Mr. Romberger said he has been living in Jerome since September, although he also maintains a home in Payson. Jerome resident Mimi Romberger spoke from her place in the chambers and said that they are now registered to vote and file taxes with Jerome as their official address. Mr. Romberger confirmed they are living in Jerome full time. Ms. Gallagher clarified that there is no residency requirement to serve on one of the boards. Mayor Barber told Mr. Romberger what would be expected of him as a member of the P&Z Commission.</i></p> <p><u>Motion to Appoint Mr. Chuck Romberger to the P&Z Commission for the Term Ending February 20, 2023</u></p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WORTH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG	X		X				HARVEY			X				MOORE			X				WORTH		X	X			
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<p>7:32 (31:26)</p>	<p>ITEM #9D: REVIEW OF PAID PARKING PROGRAM Council will review the status of the parking kiosk program and discuss whether any changes should be implemented. <i>Police Chief Allen Muma was not present. Vice Mayor Harvey said that she feels most of the problems have been addressed except for motorcycle parking, which will be paved and marked soon. Most of the parking kiosk problems have been dealt with, although Chief Muma could use help with maintenance of the kiosks and has suggested Lyle Keith from Public Works. Vice Mayor Harvey said that ongoing problems seem to be with international credit cards or visitors who want to pay with cash (they can also pay directly to JPD). A cash kiosk does not seem to be needed at this time. She also said that no one seems to mind paying \$3-\$5 to park. Councilmember Jack Dillenberg said that he has not heard of any negative responses from visitors regarding paid parking and he praised the program, impressed that it had generated \$75,000 in less than six months. Vice Mayor Harvey noted that the revenues have been enough to pay for the costs of the program. Dr. Dillenberg also praised Janice Pontious and Chuck Harris for their efforts.</i></p>																																										

Mayor Barber agreed that the tourists seem to be fine with paying for parking; it's some residents who seem to have a problem.

Councilmember Worth clarified for the record that councilmembers must pay for parking in designated areas. She went over the revenue data in more detail and agreed that we have likely surpassed the cost of the kiosks and can start looking at infrastructure repairs. She asked if anyone from the public had any questions or comments.

Mayor Barber asked if Janice of JPD had received the coin counting machine. She agrees that a cash kiosk is not needed at this time. She suggested reevaluating the paid parking program again in one year.

Ms. Worth said that the numbers she previously quoted did not include coin revenue nor the fines paid from parking citations. She suggested that Council review the numbers again in six months and then annually as needed.

Jerome businessowner John Bartell asked about the price of the parking kiosks and was told approximately \$6800.00 each (Ms. Worth clarified that a total of \$47,619.98 was paid for six kiosks later in the meeting; see item 2).

Motion to Review Parking Kiosk Program in six months, then annually as needed or requested

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH	X		X			

8:07 (55:34)

ITEM #9E: WATER AND SEWER RATES

Council will review the water and sewer rate study and various rate scenarios that were presented by Dan Jackson of Willdan on December 19, 2019 and may discuss how and whether to proceed with changes to our rate structure.

Mayor Barber pointed out that Sedona had a water rate structure survey a while ago but is being very careful about it because of how it would affect their low-income residents. She then read from the minutes taken at Dan Jackson's presentation on December 19, 2019. Mayor Barber asked if the average resident is using 5 to 8 thousand gallons per month. Councilmember Mandy Worth pointed out the water usage illustrated in the PowerPoint presentation on page 9. She noted the water usage of in-town users and out-of-town users and how drastically different they were. She asked for further clarification on rates and other factors.

Councilmember Jane Moore expressed concern about sewer rates and how they're tied to water rates; she sees a need to look at an equitable change to the current formula. Discussion ensued.

Mayor Barber made suggestions for how to make the charges equitable.

Ms. Gallagher confirmed that the town does subsidize the water and sewer funds, which uses sales tax revenue to help keep the rates low.

Ms. Worth asked what constitutes a commercial account, referring to page 7 of the Willdan presentation.

Ms. Gallagher said restaurants, industry, businesses are commercial accounts, basically anyplace that's not residential, and most are in the commercial zone.

Ms. Cays clarified that several businesses only pay for trash because they don't have water or sewer.

Ms. Moore asked if the state park was a commercial account; Ms. Gallagher confirmed that they are.

Ms. Moore mentioned that the kiosk fees would be helping with infrastructure, hence would help cover the cost of maintaining public facilities.

Ms. Gallagher pointed out that, in his rate structure, Mr. Jackson accounted for \$50,000 from kiosk money as revenues in each of the water and sewer budgets.

(1:07:20) Jerome resident Pam Morris asked if B&Bs were considered commercial accounts, which they are, and they pay accordingly. They pay residential plus a per room charge. Vice Mayor Harvey directed her to page 5 of the Willdan presentation.

Ms. Worth clarified that, due to restrictions in the state law, short-term rentals are not charged the way B&Bs, hotels, and rooming houses are charged. Ms. Cays stated that short-term rentals are charged the double occupancy rate.

(1:08:48) Jerome businessowner John Bartell reminded the Council that he was a member of the Jerome Water Task Force in September 2018 as he distributed handouts that illustrated three scenarios of water rate structures and his recommendation. He spoke about some of the findings reached by the task force and shared examples of discrepancies in the rates. He then quoted Arizona statute 9-51-01 regarding rates and charges being "just and reasonable." He also mentioned a certified statement that Jerome had submitted to the Department of Water Resources in 2012.

Mr. Bartell then referred to his handout that illustrates the pros and cons of three scenarios and explained some of his calculations. His recommendation would be Scenario 1B. He then quoted Town Code 13-9-4, which addresses water conservation. He said he would be happy to share his full presentation and answer any questions.

Ms. Moore spoke about the Water Task Force and a couple of situations that were discovered in their research, including serious leaks at a couple of residences showing high use of water. She suggested we look at current data if the Council is going to look at usage.

Mr. Bartell agreed but asked that it be kept in mind that data researched was for a full year of usage. He also mentioned that a "winter average" of water is charged by other municipalities for sewer use.

Ms. Moore informed Council that her water usage for the last year has been below 10,000 gallons per month except for summer months.

Ms. Worth asked if the Council could get updated usage data; discussion ensued.

Mr. Bartell agreed that this makes sense and feels it would be important to address conservation.

Dr. Dillenberg asked Mr. Bartell why he believes the 27 customers he referred to are using more water.

Mr. Bartell guessed that perhaps they have water leaks and the town could help them if this is the case.

Dr. Dillenberg thanked Mr. Bartell for his presentation and said that he's about fairness but to also keep in mind the low-income residents.

Mr. Bartell said his recommended scenario would help 80 percent of the residents save on their water bills.

Ms. Moore said that she would like to keep the nature and wildlife we have around us and not discourage residences from having gardens. She would like the town to be more self-sustaining and strike a balance, not waste water.

Mayor Barber made a comment about the meter data that shows not all premises have individual meters; discussion ensued.

Ms. Worth asked if a building is multi-use, how is the rate structure determined? She used the Hotel Jerome as an example.

Ms. Gallagher said if it's to be based on volumetric use, each premise (dwelling) would have to have a meter.

Ms. Moore said that retrofitting some of the buildings in Jerome would be very problematic.

The mayor asked who would pay for the needed meters if the town were to charge by volume, and was told that it would be the residents. She suggested discussing the water rate structure again in August.

Ms. Gallagher explained the process of implementing a water rate change, a 60-day process from notice of intent to action.

7:22 (14:37) **ITEM #9F: APPROVING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES – WASTEWATER TREATMENT PLANT**

Council may approve an agreement with PACE Engineering for engineering services relative to wastewater treatment plant improvements.

Mayor Barber introduced Michael Krebs from PACE Engineering.

(15:13) Mr. Krebs spoke about the firm's proposal and PACE as a company. He spoke about the project they worked on in Quartzsite, Arizona, and how they saved the town significant cost to renovate their wastewater treatment plant. For Jerome, the issues are ammonia and copper, which they would thoroughly evaluate with Henry MacVittie, Jerome's wastewater operations supervisor. PACE takes into consideration capital costs but also operational costs. PACE would work closely with Jerome staff and councilmembers to see what the best solution would be for the town. A preliminary report would be submitted to the USDA for funding.

A councilmember asked how long the project would take to complete. Mr. Krebs said it would take approximately six months to complete the work. He then explained the paperwork that was included in the agenda packet.

Ms. Worth asked if PACE is familiar with trickle filters, a unique system. Mr. Krebs confirmed that the company does have experience with trickle filters; he also said that in the approximately 50 Arizona towns he has visited, Jerome has the most unique treatment plant he has come across.

Mr. Krebs said that they're excited to work in Jerome. Ms. Gallagher thanked Mr. Krebs for all his efforts to bring this proposal to the town. Mr. Krebs clarified that PACE wants to work with all those involved and embraces working as a team.

Motion to Approve the Agreement with PACE for Professional Engineering Services - Wastewater Treatment Plan

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

ITEM #10: **NEW BUSINESS**

8:38 (1:26:06) **ITEM #10A: REVISED BYLAWS OF THE PLANNING AND ZONING COMMISSION**

Council may approve revised bylaws adopted by the Planning and Zoning Commission.

Vice Mayor Harvey expressed concerns about the suggested changes and went through the revisions line by line.

Ms. Moore asked if P&Z bylaws were ever adopted by Council. Ms. Gallagher said they were not. Discussion ensued about DRB's bylaws and their adoption. Ms. Gallagher read from the records.

Vice Mayor Harvey continued with her concerns. She feels strongly that start time for the meetings should remain at 7pm and not be changed to 6pm. She then pointed out a revision in P&Z bylaws, page 7, IV. B., that was not made in the DRB bylaws.

Ms. Worth suggested a revision in the same paragraph. Ms. Gallagher pointed out why the revision wouldn't work.

Dr. Dillenberg asked the Vice Mayor to clarify her concern about the time and day of the P&Z meetings, which she did. Discussion ensued. She said monthly P&Z and DRB meetings should come after Council meetings to streamline project approvals. Vice Mayor Harvey asked if changes can be made now by Council regarding the meeting schedule.

Dr. Dillenberg said he thinks that the scheduling of the day of the meeting should stay flexible. Discussion continued.

Mayor Barber agreed with keeping the meeting time at 7.

Dr. Dillenberg suggested that Council submit schedule change recommendations to the boards for their consideration.

Vice Mayor Harvey reiterated the importance of keeping the meetings scheduled at 7.

Ms. Worth suggested that the revision regarding terms on page 1, A. (2) a). be checked against the zoning ordinance, and along with the time change back to 7 and the monthly scheduling change, that they all be submitted to the Commission for re-evaluation. She would like to table a decision for now.

Ms. Gallagher pointed out the edit on page 2, A. (1) and whether Council approves of it. Discussion ensued, and it was decided it should be deleted. She explained that the chair could still reschedule a meeting without the revision and why the most recent DRB meeting had been postponed.

Ms. Moore added one revision to page 3 (6).

Mayor Barber suggested that the P&Z meetings should be scheduled on the Wednesday after the monthly Council meetings.

Ms. Moore suggested that someone sit in for the zoning administrator if he cannot attend a meeting, which prompted Ms. Worth to remind everyone that a succession plan is needed.

Motion to Table and Return Bylaws to Planning and Zoning Commission for a Second Revision

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH		X	X			

8:55 (1:43:33)

ITEM #10B: REVISED BYLAWS OF THE DESIGN REVIEW BOARD

Council may approve revised bylaws adopted by the Design Review Board.

Similar concerns were voiced regarding the revisions to the DRB bylaws (see Item #10A above).

Vice Mayor Harvey listed the recommended changes.

Ms. Gallagher pointed out a grammatical error on page 6 (3), first line. Discussion ensued and it was agreed the change should be made to P&Z and DRB bylaws.

Motion to Table and Return Bylaws to Design Review Board for a Second Revision

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH	X		X			

8:58 (1:47:09)

ITEM #10C: AFFORDABLE/WORKFORCE HOUSING

Zoning Administrator John Knight will lead the Council in a discussion of various options with respect to affordable/workforce housing.

Due to Mr. Knight's absence, Mayor Barber suggested tabling this item until the April Council meeting.

Ms. Moore recalled that direction was given to staff to do surveys related to the Hotel Jerome and the sliding jail.

Mayor Barber suggested bringing it up again during "To and From Council."

7:30 (29:18)

ITEM #10D: APPROVING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES – CENTER AVENUE IMPROVEMENTS

Council may approve an agreement with Southwest Environmental Consultants for engineering services relative to Center Avenue improvements.

Mr. Krishan Ginige was not present.

Ms. Gallagher said the proposal's estimated total was \$58,252, which is in the budget.

Ms. Worth clarified that the timing of approving this in conjunction with the CDBG funding was crucial.

Motion to Approve Agreement with Southwest Environmental Consultants

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG	X		X			
HARVEY			X			
MOORE			X			
WORTH			X			

7:26 (25:14)

ITEM #10E: APPROVING APPLICATION TO USDA FOR "SEARCH" GRANT

Council may approve an application to the USDA for a SEARCH (Special Evaluation Assistance for Rural Communities & Households) grant in the amount of \$30,000 to fund wastewater treatment engineering.

Motion to Approve Application to USDA for SEARCH Grant

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH			X			

9:00 (1:48:48)

ITEM #10F: AUTHORIZING LETTER TO ADOT REGARDING OVERSIZED VEHICLES

Council may authorize the submittal of a letter to the Arizona Department of Transportation requesting enhanced signage at the bottom of Cleopatra Hill prohibiting oversized vehicles.

Mayor Barber pointed out how drivers can be easily confused by where the signs currently exist.

Councilmember Jack Dillenberg expressed concern about the most recent accident involving an oversized vehicle, considering the driver claimed to not speak English. It was quickly pointed out that, in order to get a driver's license, a person needs to be able to understand English to pass the test. Dr. Dillenberg suggested flashing lights for the signage. Discussion ensued.

Dr. Dillenberg informed the Council that the arrow was missing from the "Risk of Fire" sign on Hwy 89A.

Ms. Moore brought up that in his email, Bob LaJeunesse states that ADOT reserves flashing lights for high crash sites. She also thought APS could provide a turnaround for trucks at the planned new substation at the bottom of Cleopatra Hill. Dr. Dillenberg said he's already discussed this with APS, and they can.

Dr. Dillenberg suggested a protective barrier be added for pedestrian safety at the accident site. This would require ADOT's approval. Mayor Barber said that adding a barrier would likely cause even more frequent accidents due to how narrow that stretch of Hwy 89A is.

Vice Mayor Harvey read the email from Mr. LaJeunesse and then her reply to him.

Ms. Gallagher said that the Vice Mayor's well-written letter is hard to top in light of the directive at hand. She suggested quoting and expressing support for the Vice Mayor's email and having all Councilmembers sign it.

Discussion ensued regarding current placement and efficacy of ADOT warning signs and the addition of citation information.

Regarding the proposed letter to ADOT, Ms. Worth said that public safety needs to be more pointedly addressed. She gave several examples of how Jerome's public safety is jeopardized by these truck accidents.

Vice Mayor Harvey gave her account of the recent accident in support of Ms. Worth's comments.

Ms. Gallagher shared, on a lighter note, that Public Works director Marty Boland was proud that his welding survived the derailling.

(2:09:09) Jerome resident Josh Epperson asked if the oversized vehicle signage applies to RVs. Discussion ensued.

(2:12:00) Resident Pam Morris said that the safety of pedestrians should be a priority. Vice Mayor Harvey suggested that this be mentioned in the letter to ADOT. Councilmembers shared risks they've taken walking along the stretch of 89A being addressed.

Mayor Barber confirmed direction to staff.

ITEM #11:
9:25 (2:13:49)

TO AND FROM THE COUNCIL

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

Councilmember Worth reminded other members and staff of the importance of having a succession plan. She asked that the filed statements of intent be added to the town website for the public's reference. She would also like representatives of local schools to make presentations to the Council after our round of budget meetings. She then listed what taxes Jerome pays to the various school districts; she would like to know how the money is being spent.

Ms. Worth also reminded everyone that council packets must be filed by April 6, 2020.

Vice Mayor Harvey reviewed the list of budget accomplishments during the current fiscal year, of which more than half of the projects have been completed. She praised the work of town staff and the accomplishments of this Council.

Vice Mayor Harvey asked if headshots of all councilmembers could be added to the town website.

(2:23:23) Resident Epperson reported that the streetlight at Center Avenue and Fourth Street has been out for months. Ms. Cays informed him that the outage had been previously reported to the police, who then report it to APS. She said she would follow up with Officer Rusty San Felice.

(2:25:35) Resident Pam Morris said that residents can also call APS directly.

Ms. Moore reminded Council that a survey needs to be done of the sliding jail area and the town-owned lot on Rich Street to get an idea of how much parking is available. She also suggested that instead of cancelling a P&Z meeting when no items are on the agenda, perhaps the Commission can meet to work on the zoning ordinance. She would like to see a revision of the definitions of boarding house (remove) and hotel. This would be a directive for the zoning administrator.

Dr. Dillenberg would like to add the health clinic, the Cottonwood area transit, and the idea of a community garden to the April agenda to move these discussions along and perhaps include in the budget meetings.

Ms. Worth would like to see designated green spaces and recreational areas in Jerome extended. She asked what it would entail to find out where this could happen in town. Dr. Dillenberg suggested perhaps getting five smaller grants for such projects. Ms. Gallagher suggested this be discussed further at a future Council meeting.

Vice Mayor Harvey said that graffiti in town has gotten worse. The Jerome Police Department and Public Works are both working on getting rid of it. Citizens are encouraged to send photos of new graffiti to Chief Allen Muma.

ITEM #12:

ADJOURNMENT

Motion to Adjourn at 9:46 p.m.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG		X	X			
HARVEY			X			
MOORE			X			
WORTH			X			

APPROVE:

ATTEST:

Christina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____