



# TOWN OF JEROME

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## MINUTES REGULAR MEETING OF THE JEROME TOWN COUNCIL HELD via WEB CONFERENCE ON ZOOM TUESDAY, JUNE 9, 2020, AT 7:00 P.M.

<p><b>ITEM #1:</b> 7:00 (0:05)</p>	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor/Chairperson to call meeting to order.</p> <p>Mayor Alex Barber called the meeting to order at 7:00 pm.</p> <p>Town Clerk to call and record the roll.</p> <p>Town Manager/Clerk Candace Gallagher called the roll. Remotely present were Mayor Barber, Vice Mayor Sage Harvey, and Councilmembers Mandy Worth, Jane Moore, and Dr. Jack Dillenberg. Zoning Administrator John Knight, Accounting Clerk Melanie Atkin, and Deputy Clerk Rosa Cays were also present.</p>																																										
<p><b>ITEM #2:</b> 7:01 (1:26)</p>	<p><b>FINANCIAL REPORTS</b></p> <p>Financial reports for May 2020</p> <p><u><b>Motion to Approve the May 2020 Financial Reports</b></u></p> <table border="1" data-bbox="383 873 1382 999"> <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>X</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	X				HARVEY		X	X				MOORE			X				WORTH			X			
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<p><b>ITEM #3:</b> 7:03 (3:20)</p>	<p><b>STAFF AND COUNCIL REPORTS</b></p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p>Ms. Gallagher said the COVID-19 pandemic continues to be the priority. She then read from her report.</p> <p>Mayor Barber said a peaceful protest had been held on Saturday, June 6, where she and Vice Mayor Sage Harvey met with the police chief in charge. She believed that there was some concern about violence in light of the protests across the nation regarding Black Lives Matter and "Defund" Police. The mayor said she walked briefly with the protesters then went to the shady side of the street to listen to Councilmember Mandy Worth give her speech (she asked Ms. Worth to share her speech with the councilmembers as well when it was her turn to report to Council). Mayor Barber said another demonstration was being planned soon and to check the post office bulletin board for more information. She also brought up that Krystal Johnson, one of the protesters, had talked about the Justice in Policing Act 2020 that is being introduced to Congress, and that Ruben Gallego and Greg Stanton both support it; no Arizona senators do at this time. She went on to address the need for police training across America so they can better deal with mental illness in their respective communities. She suggested police departments in this area partner with Spectrum and get training. Mayor Barber said mental illness is not addressed correctly and that this must change in the Verde Valley and across the nation. She shared a quote from Mark H. Muriel, president and CEO of the National Urban League, and spoke about ratifying the equal rights amendment and including women and all minorities. The mayor said she was very pleased that all 50 states and eighteen countries have participated in the Black Lives Matter protests. She is glad Jerome's protest was peaceful.</p> <p>Councilmember Mandy Worth said she has spoken out against injustice in all forms most of her life. She said she was pleased to see the people of Jerome stand up for what's right, who marched and then held a symposium that was open to the public to speak. Ms. Worth said she chose to read an excerpt from John F. Kennedy's civil rights address of June 11, 1963, which she read aloud at Mayor Barber's request.</p> <p>Councilmember Jack Dillenberg spoke about the Federal Civil Rights Resolution passed this day, June 9, 2020, which challenges discriminatory hospital "no visitor" policies. Mr. Dillenberg spoke about a case in Connecticut that instigated this resolution. He also pointed out that people of color (POC) have been disproportionately affected.</p> <p>Mayor Barber thanked Vice Mayor Harvey and Ms. Worth for their continued help with the food bank, as well as those who continue to volunteer in Jerome.</p>																																										

<p><b>ITEM #4:</b> 7:21 (21:)</p>	<p><b>ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES</b></p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Zoning Administrator John Knight read from his report. He talked about the May 20 and June 3 P&amp;Z meetings where the bylaws changes from Council were accepted and the commission approved moving the monthly meetings to the third Wednesday of the month. They also approved the site plan for the UVX patio cover and the Knowlton project on Clark Street. The P&amp;Z Commission also initiated the code amendment for residential lodging definitions and held productive work sessions on code amendments for temporary signs, sidewalk encroachment, and residential lodging definitions. The community garden was also discussed.</p> <p>Mr. Knight also announced that DRB had approved the Knowlton project and voted to change their monthly meetings to the first Monday of the month. They also did a courtesy review of the community garden. Mr. Knight then explained that the reason for moving the meeting dates was to help expedite the project approval process but also to lighten the workload for staff by not having the meetings scheduled so close together.</p> <p>Vice Mayor Harvey thanked Mr. Knight for his work on the "Safe, Clean, Ready" COVID-19 posters distributed to local businesses.</p>																																										
<p><b>ITEM #5:</b> 7:26 (26:01)</p>	<p><b>APPROVAL OF MINUTES</b></p> <p>May 12 regular meeting; May 27 special meeting; May 28 special meeting</p> <p><b><u>Motion to Approve the May 12, May 27, and May 28, 2020 Minutes</u></b></p> <table border="1" data-bbox="383 764 1382 892"> <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>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				DILLENBERG		X	X				HARVEY	X		X				MOORE			X				WORTH			X			
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<p><b>ITEM #6</b> 7:26 (26:23)</p>	<p><b>PETITIONS FROM THE PUBLIC</b></p> <p>Mayor Barber reminded everyone of the rules regarding petitions from the public. She asked Jerome resident and homeowner Jera Peterson to introduce herself and proceed with her petition.</p> <p>Ms. Peterson expressed her concerns about the new home project being built at 18 North Drive. She said she was originally told only part of her view would be blocked and believes the plans have since changed. She shared a few other concerns as well, including the modern design of the new home, which she feels would affect the historical character of Jerome.</p>																																										
<p><b>ITEM #7:</b> 7:31 (31:17)</p>	<p><b>ORDINANCES</b></p> <p><b>ITEM #7A: FIRST READING: ORDINANCE NO. 461, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA TO AMEND ARTICLE 12-2, "RESIDENTIAL PARKING" OF THE JEROME TOWN CODE</b></p> <p>Council may conduct the first reading of Ordinance No. 461, to amend Article 12-2, "Residential Parking" of the Jerome Town Code to provide for review of parking permit applications by the Zoning Administrator.</p> <p>Mayor Barber read Ordinance no. 461 in title only, which she said would shift the administrative responsibility for processing parking permits away from the police department to the zoning administrator.</p> <p>Councilmember Jane Moore clarified that it would not be "completely" taken from the police department's control. She then referred to Section 12-2-4 B and pointed out that residents required to have onsite parking <u>have</u> been given permits even though the ordinance clearly states that they are not to be issued to those residents. Ms. Moore asked if a survey has been done to see what the parking inventory is for the streets requiring permits. Her main concern is that this be dealt with fairly.</p> <p>Vice Mayor Harvey explained why this ordinance was back on the table. She said that in talking to Chief Muma, JPD administrative assistant Janice Pontious, and Mr. Knight, it seemed to make sense for the zoning administrator to manage the permitting since he has access to all the parcel information. She also clarified for Ms. Moore that inventory has been taken of the available parking.</p> <p>Ms. Worth said she was glad to see the administration of the permit parking going in this direction. She referred to the first line in Section 12-2-4 C regarding inventory of usable parking and said she would like to see added to the ordinance that a simple, comprehensive list would be maintained of residents required to provide off-street parking. She said it would likely be easier to walk the streets to make the list than to look in each parcel file; if a resident wanted to contest property eligibility, then the parcel file could be researched.</p> <p>Ms. Gallagher suggested that a line to that effect be added at the end of Section 12-2-4 B.</p> <p>Ms. Worth said that, assuming a second reading of the ordinance is adopted by Council, she would like to see a comprehensive review conducted of what is not working with the ordinance and see what is currently issued and needs to be changed. She said this would also give residents an opportunity to contest eligibility.</p> <p>Vice Mayor Harvey said that it made sense for the zoning administrator to track the permitted parking because of the intrinsic housing issues.</p>																																										

Mayor Barber said revisions can be made and a second reading conducted at the next Council meeting. Dr. Dillenberg said he was fortunate to have parking but knows it is an issue on Holly Avenue. He said good points have been made, which he supports.

Ms. Gallagher confirmed with the Council that only the one line would be added to the ordinance.

Ms. Worth referred to paragraph Section 12-2-4 G regarding the issuance of disability plates and wanted to be sure it was clear who was making the determination as to who receives them and to remove the zoning administrator from this section.

Ms. Gallagher suggested a statement that could be added to paragraph G to make it clear.

Comments were made about the good work in progress on the ordinance. Mayor Barber suggested revisiting it again in another year.

**ITEM #8:**

7:44 (44:24)

**UNFINISHED BUSINESS**

**ITEM #8A: TOWN RENTAL PROPERTIES/COVID-19**

Council will revisit its prior action to allow deferred rental payments by tenants of Town-owned properties for during the COVID-19 pandemic and determine how to address this going forward.

Mayor Barber asked if anyone had a recommendation.

Ms. Gallagher recommended that the deferral continue until phase two of the governor's orders. She said most of the tenants are paying their rent anyway.

Ms. Worth said she would like to put a specific time frame on this and extend a 60-day deferral and then revisit this item; if phase two has not begun by the end of 60 days, then Council can decide if a deferral extension is needed.

Mayor Barber clarified that this would be basically tabling a decision until the August council meeting. She then brought up reimbursement from the federal government and other financial support the town could qualify for and expressed that the more funding the town can get, the more generous the town can be with citizens in need.

**Motion to Table Item #8A, continue deferral for 60 days, and revisit at the August 11, 2020 meeting**

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

7:49 (49:47)

**ITEM #8B: COVID-19 AND TOWN HALL**

Council will discuss plans and timeline for reopening Town Hall.

Ms. Gallagher said the plan was to keep Town Hall closed till June 15 and revisit before then. She said safety protocols will be in place before town hall reopens, such as wearing masks and a plexiglass partition at the payment window. Ms. Gallagher said other local towns are opening in phases, some starting out with reduced hours. She also reported that Kathleen Jarvis is comfortable with opening the library on June 15 with certain precautions in place. Ms. Gallagher said she is not so sure this is still the plan since the COVID-19 curve is not flattening in Arizona and that she is somewhat uneasy with opening on June 15.

Dr. Dillenberg said that he would support waiting a few more weeks to open Town Hall since the virus is spiking in Arizona, and that it would be in our best interest to hold off till July.

Mayor Barber said the testing blitzes have ended. She said slow and steady wins the race, and better to be safe than sorry.

Ms. Worth said she agreed with Dr. Dillenberg. She said she would like to see plexiglass panels at the library as well: at the desk and between the public computers. Ms. Worth would also like to require masks, hand sanitation stations in two places, limit capacity, and prohibit entry to the hallway to staff offices.

Mayor Barber said that Ms. Jarvis would be comfortable with five (5) people in the library at any given time, including staff, and only two computers set up for public use, at least six feet apart. Ms. Worth was fine with not requiring plexiglass partitions if this was the case.

Ms. Worth suggested perhaps appointments with town personnel could be set up at the discretion of staff, with safety precautions still required. She said her biggest concern was holding court at town hall and made suggestions for keeping things safe. Discussion ensued about the protocols currently in place, and that taking temperatures of each person entering the building should be required when Town Hall finally opens.

Vice Mayor Harvey spoke about the false negatives with blitz testing and said COVID-19 cases are still spiking. She said we must be careful and that the staff must be consulted before reopening since they are most at risk, especially utilities clerk Kristen Muenz at the payment window. Vice Mayor Harvey said she too was worried about the courts opening again, but that it was a "blanket" executive order—under which Jerome does not fit because of all the town services being in one building.

Discussion returned to when Town Hall should be opened again.

Mayor Barber suggested keeping Town Hall closed until July 14 and broaching the subject again at the July 14 Council meeting.

Ms. Worth asked what library services are currently available to residents and was told curbside checkout has been offered since the shutdown.

Mayor Barber made a few more comments about the uncertainty of the future and COVID-19 and needing to protect the community.

**Motion to Table Item #8B until the next Council meeting on July 14, 2020**

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

8:02 (1:02:48)

**ITEM #8C: COMMUNITY GARDEN UPDATE**

Zoning Administrator John Knight will update Council regarding the planned community garden near Middle Park.

Mr. Knight updated the Council on the progress of the community garden. He said that DRB had asked for a more formal design review once more of those elements were chosen (e.g., fencing). Mr. Knight then shared results of the survey of 30+ participants, which were mostly positive, suggested possible fee scenarios, and plans to set up a meeting on Saturday, June 20, after which Mr. Knight would update the Council.

Ms. Gallagher said that she had participated in a webinar with Freeport-McMoran, and one of the funding categories included community gardens, so perhaps Jerome could get some financial support from them.

Mayor Barber said she would like to see the local restaurants "donate" to the compost pile. Ms. Worth announced she knew a local resident who wanted to help with composting and was willing to work with the restaurants.

Ms. Worth went on to say that she liked the idea of holding an on-site meeting for better visualization, but that it was antithetical to holding it while Town Hall is still closed and board meetings are closed to the public. She suggested Mr. Knight wait until town hall is open again and to give people three weeks' notice for those who work on Saturdays and need to schedule time off.

Mayor Barber said she wanted this project to start soon but sees the validity in staying in line with Town Hall's open/closed status. She also said she does not want to charge any fees for the first year.

Ms. Moore pointed out that the meeting would be outside, like other recent outdoor activities (i.e., protests). Ms. Worth's concern is that it is a town-sponsored project.

Ms. Moore reiterated that it is outside, and that people could easily social distance. She also said composting with restaurants could be a challenge to keep out meat, grease, and other nonorganic foods that are not compostable, especially if the community garden is intended to be organic.

Mr. Dillenberg said he agreed that no fee should be charged for the first year.

ITEM #9:

**NEW BUSINESS**

8:11 (1:10:46)

**ITEM #9A: AGREEMENT WITH CONTRACT WASTEWATER OPERATIONS, LLC**

Council will review and may approve a renewed agreement with Contract Wastewater Operations, LLC for wastewater treatment system and water system consulting, operation, and maintenance.

Mayor Barber asked Ms. Gallagher if the contract was the same as the previous year's contract.

Ms. Gallagher confirmed it was the same and said the fees had not been changed in several years.

**Motion to Approve the May 12, May 27, and May 28, 2020 Minutes**

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

8:12 (1:12:01)

**ITEM #9B: APS SOLAR COMMUNITIES PROGRAM AGREEMENT**

Council will review and may approve an agreement with APS for utility-owned solar distributed generation on covered parking at the 300 Level parking area.

Mayor Barber shared background on the project, which was originally introduced a few years ago.

Vice Mayor Harvey expressed concern a clause of the agreement) regarding the operation and maintenance of the lighting fixtures of the parking structure. She asked Ms. Gallagher to verify that APS would be responsible. Vice Mayor Harvey said she did not want this to fall on the Public Works crew.

A short discussion ensued about the light fixtures, bulbs, and if special equipment would be needed to maintain them. The councilmembers asked for clarification.

**Motion to Approve the APS Solar Communities Program Agreement with the understanding that the agreement will be clarified regarding maintenance and equipment costs**

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

8:15 (1:15:56)

**ITEM #9C: AUTHORIZING SALE AT AUCTION**

Council may authorize the sale at public auction (PublicSurplus.com) of a 2001 Jeep Cherokee no longer needed for public use.

**Motion to Approve the sale at auction of a 2001 Jeep Cherokee**

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

ITEM #10:  
8:17 (1:16:36)

**TO AND FROM THE COUNCIL**

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

Ms. Worth mentioned succession planning. She also said she would like to see job descriptions and comprehensive hiring practices of staff. Ms. Worth said constituents have been asking how it is determined what town employees are paid considering the budget and would like to be able to answer these questions.

Mayor Barber started to explain the hiring process of certain staff positions, to which Ms. Worth said she was aware of—it is the other staff positions and hiring practices that she is not familiar with. She would like to be able to direct constituents to where the information is or provide the information herself.

Ms. Gallagher said job descriptions do exist and precede her and may not be up to date. She recalls they were never adopted by the Council.

Ms. Worth said what descriptions do exist could be a starting point and updated. Discussion ensued. Ms. Worth said it was more a point of information than procedure.

Ms. Moore said in light of the local protest and the national discussion of defunding police departments, she suggested that perhaps it would be worthwhile to have Chief Allen Muma address these issues and wanted see what other councilmembers thought of the idea. She suggested perhaps the police department could talk to Council, discuss their hiring and training practices, and assure our residents that Jerome has a well-trained police force that is not discriminating against anyone.

Mayor Barber mentioned the Justice in Policing Act 2020, which addresses some of these elements.

Dr. Dillenberg interjected that he did not like the term "defunding police" and suggested it be called something else.

Ms. Moore explained her intent and that she was simply referring to what is happening in other cities, not Jerome, and that she wanted the public to understand what our police department does.

Mayor Barber said she would email the Justice in Policing Act 2020 to Ms. Gallagher, who could forward it on to everyone, Chief Muma included.

Vice Mayor Harvey stated she will never vote to defund our police. She went on to explain her reasons. Discussion erupted about the term and its misleading intention.

Ms. Gallagher stopped the discussion since it was not on the agenda and asked Council if they wanted to request a special public meeting with Chief Muma, perhaps on June 23.

Ms. Worth said the meeting with Chief Muma could be on the same day as the budget meeting but that it should be distinct and separate from it. She also addressed the term "defunding police."

Ms. Moore clarified that what she wanted was the Council to talk with Chief Muma to see how and when he would like to approach educating the community on what the Jerome Police Department (JPD) does. The purpose would be to inform the public of the training our officers go through. She also recognized that JPD does a good job of training and knows Chief Muma stays on top of it. She also said it would be to assure the community that their screening process in hiring is something that works for Jerome. She would like this to be discussed with Chief Muma first and then go from there.

Ms. Gallagher said she would talk to Chief Muma and see how he would like to handle it.

Vice Mayor Harvey's message was for Jerome citizens to be kind to one another, and that a difference in opinion does not make it okay to push someone who does not agree. She said this is not freedom and gave a personal example. She said she understood tensions are high; that we are dealing with a pandemic inside of a pandemic. She wanted to remind everyone to center and balance themselves and to be kind, especially to neighbors.

Dr. Dillenberg gave an update on Friends of Jerome, an opportunity to establish national support who know and love Jerome. Dr. Dillenberg has spoken with Tim Riester and Alan Perkel of Riester Advertising, who have agreed to help but suggested a separate website may not be necessary. Dr. Dillenberg said he would be holding a Zoom meeting with them on June 18 at 4 pm to discuss this further. He added that an event may be a good idea and that he had worked on the anti-tobacco campaign with them.

Mayor Barber urged everyone to contact senators and to get familiar with the Justice in Policing Act 2020 and the Equal Rights Amendment. She too said to be kind to one another and that Black lives matter.

**ITEM #11:**

**ADJOURNMENT**

***Motion to Adjourn at 8:35 p.m.***

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

APPROVE:



Christina "Alex" Barber, Mayor

ATTEST:



Candace B. Gallagher, CMC, Town Manager/Clerk

Date: July 15, 2020