



# TOWN OF JEROME

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## MINUTES

### SPECIAL MEETING OF THE JEROME TOWN COUNCIL

#### HELD via WEB CONFERENCE ON ZOOM

#### COUNCIL CHAMBERS, JEROME TOWN HALL

#### TUESDAY, JUNE 23, 2020 AT 6:00 PM

<p><b>ITEM #1:</b> 6:01 (2:55)</p>	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor/Chairperson to call meeting to order. Mayor Alex Barber called the meeting to order at 6:01 pm. Town Clerk to call and record the roll. 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 Dillenberg. Accounting Clerk Melanie Atkin and Deputy Clerk Rosa Cays were also present.</p>																																										
<p><b>ITEM #2:</b> 6:02 (3:42)</p>	<p><b>AZCARES FUNDING</b></p> <p>Council will review and may approve the execution of a grant agreement for AZCARES funding that has been awarded to the Town in the amount of \$52,237. Mayor Barber introduced the item. Ms. Gallagher said Town Attorney Bill Sims has reviewed and approved the agreement.</p> <p><b><u>Motion to Approve the Execution of Grant Agreement for AZCARES Funding</u></b></p> <table border="1" data-bbox="396 974 1393 1100"> <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 #3:</b> 6:03 (4:35)</p>	<p><b>LEASE RENEWAL – CARRIE MAE ROSE</b></p> <p>Council will review and may approve the renewal of a lease with Carrie Mae Rose for Studio Two on the first floor of the Jerome Civic Center. Ms. Gallagher said this would be a lease renewal with one addition to the contract to specifically state that the studio cannot be used for residential purposes. Councilmember Mandy Worth asked if the lease terms and rate were otherwise the same, which Ms. Gallagher confirmed they were. Mayor Barber asked if inspections were made, to which Ms. Gallagher replied that routine inspections have not been done, but if something required it, an inspection would be done. Councilmember Moore asked if there have been any issues with Ms. Rose as a tenant, of which there have been none.</p> <p><b><u>Motion to Approve the Renewal of Lease with Carrie Mae Rose for Studio Two at Town Hall</u></b></p> <table border="1" data-bbox="396 1530 1393 1656"> <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>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				DILLENBERG	X		X				HARVEY		X	X				MOORE			X				WORTH			X			
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<p><b>ITEM #4:</b> 6:04 (6:05)</p>	<p><b>COVID 19: MASK REQUIREMENT</b></p> <p>Council will discuss the Governor's Executive Order 2020-40 giving towns the authority to establish requirements to wear masks and may determine if and to what extent to require the wearing of masks in Jerome. Mayor Barber said she had just received the packet related to this item and asked if everyone had had a chance to read the material, which included feedback Ms. Gallagher had received. Ms. Gallagher said she had received three emails: two were in support of requiring masks and one did not support the requirement. The sender who did not support provided technical information about the use of masks.</p>																																										

Mayor Barber said she had suggested to the person against masks to review OSHA's stance in support of the use of cloth masks and social distancing, which had been recently updated on their website.

Vice Mayor Sage Harvey shared that she had talked to many local residents since the last Council meeting. She said 56 residents think masks should be required while 10 residents do not. She said she strongly feels masks should be worn in Jerome to protect the residents, which she pointed out have already been taking safety precautions. She went on to say that it is not fair to let the tourists come to town and potentially spread the virus to local residents, and that zero cases have been reported in Jerome as of this date. Vice Mayor Harvey said other towns in the county have all reported cases. In her opinion, she said, requiring a mask in this situation is like requiring a seatbelt—it is for a good reason. To vote against masks would be like taking a chance and driving while intoxicated.

Mayor Barber pointed out that Police Chief Allen Muma has agreed with the mask requirement to protect the vulnerable in our community.

Councilmember Jack Dillenberg said he wanted to support the police department in enforcing and monitoring the mask requirement and suggested Officer Harris be scheduled more often and to perhaps ask the Rangers to come help on the weekends. Dr. Dillenberg said to enforce this from the beginning will give the message to the public that this is being taken seriously and that the town is protecting its citizens and counting on local businesses to do their part. He also said that although the town is struggling financially, he would like to see support provided to enforce the mandate of masks.

Councilmember Jane Moore shared that she had received many emails and phone calls in the last week from residents who overwhelmingly want masks to be mandated. She said a few did not. One email she received included a photo of a local restaurant with customers jammed in a line waiting to get in, not distancing or wearing masks. Ms. Moore said she was concerned about protecting Jerome residents, and with people visiting from many places and not social distancing, she would rather be safe than sorry and mandate the use of masks in town. She then asked if shopkeepers can let customers in without masks, but it was clarified that they cannot, per the governor's executive order.

Councilmember Worth said that this was a hard decision for her and that she had referred back to the seatbelt law for perspective. She said from a healthcare standpoint, face coverings are better than nothing and that people would take precautions to protect loved ones from illness; the key issue for her was enforcement, especially since this would be a "code" and not law. She wondered if penalties would be in place. She suggested focusing on awareness and taking an educational approach, and provide guidelines to and support businesses with compliance and not go straight to penalties and enforcement.

Mayor Barber asked Ms. Worth if she had had the opportunity to review the draft of the town's emergency order.

Ms. Worth requested three minutes of time for councilmembers to go over the material presented to the Council just before the meeting. A brief conflict ensued between Vice Mayor Harvey and Councilmember Worth, and Ms. Worth, in a point of order, asked that Ms. Harvey's comment be redacted.

Mayor Barber asked everyone to calm down and directed the discussion to what Ms. Gallagher had been saying, which was that Chief Muma texted that the Rangers can only help spread information, not enforce a mandate.

Dr. Dillenberg said that would be enough and suggested that something be added to the emergency order about how education will be integrated into the mandate, e.g., recruiting educators to inform the public.

Discussion ensued about the education proponent of the emergency order, with Ms. Gallagher reading from Section 6a (Section 6, no. 1) regarding education, compliance, and enforcement. She went on to read the next section regarding noncompliance as a civil violation.

Dr. Dillenberg said he wanted to add to the order **how** education would be conducted, not just that it would be provided, e.g., recruiting educators.

Mayor Barber said signs are in business windows and on parking kiosks. She said Ms. Gallagher would be ordering masks as well.

Ms. Gallagher announced that a shipment of 500 masks had arrived to hand out to visitors.

Mayor Barber pointed out to Dr. Dillenberg where in the governor's executive order it addresses the responsibility of businessowners to help enforce the code. Discussion ensued about the legality of recruiting volunteers to enforce the mandate.

Dr. Dillenberg said they would not be enforcing, they would be educating, and mentioned the Rangers again. Discussion continued. Vice Mayor Harvey read from Section 5 of the emergency order where it states the responsibility of business owners.

Ms. Gallagher said a large ADOT-type sign will be placed on Hampshire Avenue alerting people of the mask requirement, and that Chief Muma has ordered other signs for near the parking kiosks.

Vice Mayor Sage Harvey thanked Ms. Gallagher and Chief Muma for their efforts.

Ms. Gallagher then read aloud the emergency order for the benefit of the public listening via Zoom.

Dr. Dillenberg asked for clarification on Section 2f (Section 2, no. 6 of final draft) of the proclamation regarding social distancing and wearing a mask.

Ms. Worth asked if face shields would be allowed, not just face coverings, and asked that the language be adjusted to include face shields, which Mayor Barber approved. Discussion ensued.

Ms. Worth also asked that **who** would be enforcing and educating be added to Section 6a (i.e., Section 6, no. 2), and that it be clarified in Section 6b (Section 6, no. 2) who would be in violation in the case of a customer refusing to wear a mask in a shop. Discussion continued.

Ms. Gallagher suggested language that could be added to Section 6b.

Mayor Barber asked if anyone from the public wanted to add to the discussion.

**Motion to Approve an Emergency Order to Require Face Coverings in Public Places in Jerome, with Certain Exceptions**

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

**ITEM #5:**  
**6:38 (40:23)**

**FY21 BUDGET**

Council will continue discussion of the FY21 Town budget. Discussion may include any or all aspects of the budget.

Ms. Gallagher pointed out that Judge Dwyer's contract would be expiring in July and that she was asking for a 10 percent increase. This line item was added to the budget since the last budget meeting. Ms. Gallagher said Judge Dwyer has not had a raise in pay since 2011 or 2012.

Ms. Gallagher said the sales tax revenue had also been updated and shared data from the report. She said June looked like it would be coming in at about half of what was received in 2019. Discussion ensued about forecasted June revenues.

Dr. Dillenberg suggested giving Judge Dwyer a 5 percent increase since the town was struggling due to the pandemic. Discussion ensued.

Mayor Barber asked questions about the budget under property expenses. She also suggested holding off on buying additional parking kiosks.

Dr. Dillenberg asked if the kiosks would generate income and pay for themselves.

Mayor Barber said she was not comfortable with additional expenses during unsure times. Dr. Dillenberg reiterated his point. Mayor Barber said she preferred to play it safe and leave the money in the budget.

Ms. Worth asked if the money could be rolled over if it was not spent. Ms. Gallagher told her yes and that it could also be transferred to another line item in the same category.

Mayor Barber asked Ms. Gallagher if the Jerome Chamber of Commerce (JCC) was asking the town to fund the shuttle van and for \$10,000 in funding.

Ms. Gallagher confirmed this and added that \$2,800 would be for advertising and the rest for someone to work the chamber kiosk. She was asked to look into what other tourist towns do with their commerce chambers and how they were funded. The JCC had also asked for funding to cover advertising expenses.

Mayor Barber pointed out that volunteers used to run the chamber kiosk and commented on the amount of funding being requested toward wages for an employee. She doesn't feel the need to advertise during this time.

6:49 (50:50) Donna Chesler of the JCC spoke to the Council. She said that because the annual home tour was canceled, the only income for the chamber the past year was membership dues. They would like to have an employee work Friday through Sunday, 5 to 6 hours per shift, which doesn't leave enough funding to pay for the shuttle, which is why the JCC was asking the town to pick up the cost. They would also like an employee to work holiday Mondays. Ms. Chesler elaborated on the budgeted advertising expenses. She said without the home tour, the budget was wiped out.

Ms. Worth asked about the walking map brochure.

Dr. Dillenberg said he felt it was important to support the local businesses.

Ms. Moore mentioned that the one-percent bed tax is mandated to be used for tourist-related expenses.

Mayor Barber asked if the JCC would reassume the shuttle expense once business was back to normal.

Ms. Gallagher clarified that the town was not giving the money to the JCC for the shuttle, rather the town pays the expense directly and it comes from the bed tax.

Ms. Moore shared her support of funding the map brochure and three days of wages for an employee. She asked for clarification on the advertising budget.

(56:45) Ms. Chesler said the map pays for itself with the ads and readdressed the advertising budget and how the money is spent. She said \$2,800 for the year is not very much.

Mayor Barber said she had received a memo from JCC president Kevin Savage breaking down the JCC's advertising budget and felt it was very reasonable.

Dr. Dillenberg said he attends many of the JCC meetings and mentioned how Sedona magazine (i.e., Sedona Monthly magazine) is very "pro Jerome" as is the city of Sedona. He said he agreed with the mayor that \$2,800 is a good price to pay for advertising in the magazine.

Ms. Moore inquired about the maps that were supposed to go with the district signs and asked if some of the monies could pay for them.

(1:00:54) Ms. Chesler said the map is being worked on for the town's district sign project.

Ms. Gallagher asked if there were any further changes to the budget and said it would be on the agenda for the July 14 Council meeting.

Ms. Worth asked if a decision had been made about the judge's salary.

Ms. Moore said Judge Dwyer has been with the town since at least 2007–2008 and deserves a raise.

Mayor Barber asked about the fund balance recap sheet. Ms. Gallagher explained that the remaining fund balance is above and beyond the 25 percent reserve.

Ms. Moore asked when a reasonable deadline would be to make changes to the budget. Ms. Gallagher told her it would be a few days before the meeting, and that an adopted tentative budget can be decreased, just not increased.

Mayor Barber suggested the July 28 special budget meeting be held at 6 p.m.

(1:06:15) Ms. Chesler asked if the mask mandate would begin that evening, which it would. Ms. Gallagher offered to email her the text of the emergency order.

Ms. Moore asked if shop owners could get signs from Town Hall saying "Masks required." Ms. Gallagher told her yes. A brief discussion ensued about signage.

<b>ITEM #6:</b>	<b>ADJOURNMENT</b>						
	<i>Motion to Adjourn at 7:06 p.m.</i>						
	<b>COUNCILMEMBER</b>	<b>MOVED</b>	<b>SECONDED</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
	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