



TOWN OF JEROME


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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA

TUESDAY, MARCH 8, 2022, AT 7:00 P.M.

ITEM #1: 7:00 p.m. (0:01)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Mayor Jack Dillenberg called the meeting to order at 7:00 p.m. Town Clerk to call and record the roll. Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg, Councilmember Alex Barber, Councilmember Sage Harvey, and Councilmember Jane Moore. Vice Mayor Worth attended via Zoom. Also present were Zoning Administrator Will Blodgett, Finance Manager Melanie Atkin, and Deputy Clerk Kristen Muenz.																																										
	MOMENT OF SILENCE and acknowledgement of the passing of Nancy Rayne Smith A moment of silence was observed for the passing of Nancy Rayne Smith, citizen of Jerome. Councilmember Barber recounted fond memories of Ms. Smith and her work for the Historical Society, the Town Council and the Fire Department Auxiliary as Treasurer. Ms. Gallagher read a letter about Nancy Rayne Smith by Fire Chief Rusty Blair. Councilmember Moore recounted her fondness for Ms. Smith. Councilmember Harvey commented on Ms. Smith's passion for the Town of Jerome and Jerome's children. Vice Mayor Worth spoke on Smith's willingness, passion, and ability to share Jerome history.																																										
ITEM #2: 7:06 p.m. (6:25)	FINANCIAL REPORTS Financial reports for February 2022 <u>Motion to accept the February 2022 Financial Reports</u> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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ITEM #3: 7:07 p.m. (7:08)	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members. Ms. Gallagher read from her staff report. She noted that there are time capsules, one of which is to be opened now and the other in 100 years. She suggested that the town might set up an event for the capsule that will be opened soon. Ms. Gallagher also announced that a new Utility Clerk, Terri Card, has been hired. She congratulated Mark Boan for five years of service and the Court Clerk, Ronda Brockman, for 10 years of service. <u>Motion to accept the February 2022 Staff Reports</u> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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ITEM #4: 7:13 p.m. (13:28)	ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action. Zoning Administrator Will Blodgett read from his staff report. Mr. Blodgett also brought attention to an email from the town attorney which was added to the meeting packet per Councilmember Jane Moore's request. Council expressed appreciation for Mr. Blodgett's report and for the inclusion of minutes and thanked him for his work.																																										

<div>ITEM #5: 7:17 p.m. (17:09)</div>	<div>APPROVAL OF MINUTES</div> <div>January 18, 2022 special meeting (open and closed sessions); January 27, 2022 special meeting (open and closed sessions); February 3, 2022 special meeting (open and closed sessions); February 8 regular meeting (open session)</div> <div>Motion to approve the minutes of the January 18, 2022 special Council meeting (open and closed sessions), January 27, 2022 special meeting (open and closed sessions); February 3, 2022 special meeting (open and closed sessions); and February 8 regular meeting (open session) (all as submitted)</div> <table><tr><td>COUNCILMEMBER</td><td>MOTION</td><td>SECOND</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></tr><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></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>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X			
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<div>ITEM #6: 7:18 p.m.</div>	<div>PETITIONS FROM THE PUBLIC</div> <div>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.</div> <div>There were no petitions from the public.</div>																																										
<div>ITEM #7: 7:19 p.m. (19:09)</div>	<div>PRESENTATIONS</div> <div>ITEM #7A: CERTIFICATES OF APPRECIATION</div> <div>Certificates of Appreciation will be presented to David Garner and John Passeno for their work cleaning up the Jerome Pioneer Cemetery.</div> <div></div> <div>Present were David Garner and John Passeno, along with Mrs. Passeno. Mayor Dillenberg expressed gratitude for Mr. Garner and Mr. Passeno's incredible service to Jerome and the deceased in residence at the Jerome Pioneer Cemetery. Framed Certificates of Appreciation were presented to Mr. Garner and Mr. Passeno and there was a round of applause in recognition for their volunteer work.</div>																																										
<div>ITEM #8: 7:22 p.m. (22:27)</div>	<div>ORDINANCES AND RESOLUTIONS</div> <div>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION - ORDINANCE NO. 481, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-9, "INTERNATIONAL FIRE CODE" OF THE JEROME TOWN CODE TO ADOPT THE INTERNATIONAL FIRE CODE, 2018 EDITION, INCLUDING APPENDIXES B, C, D, E, F AND G, TOGETHER WITH AMENDMENTS THERETO</div> <div>Council may conduct the second reading of, and may adopt, Ordinance No. 481.</div> <div>Mayor Dillenberg read Ordinance No. 481 in title only.</div> <div>Motion to adopt Ordinance No. 481</div> <table><tr><td>COUNCILMEMBER</td><td>MOTION</td><td>SECOND</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></tr><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></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>X</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></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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<div>7:24 p.m. (24:42)</div>	<div>ITEM #8B: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 476, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 3-1, "OFFICERS IN GENERAL," OF THE JEROME TOWN CODE TO REMOVE THE RESIDENCY REQUIREMENT FOR THE POSITIONS OF TOWN CLERK AND TOWN MANAGER</div> <div>Council may conduct the second reading of, and may adopt, Ordinance No. 476.</div> <div>Mayor Dillenberg read Ordinance No. 476 in title only.</div> <div>Ms. Gallagher explained that final adoption of this ordinance was previously delayed while research was done into a possible voter initiative. The search, assisted by the County Elections Department, found no reason not to go forward and the town attorney recommended doing so.</div> <div>Motion to adopt Ordinance No. 476</div> <table><tr><td>COUNCILMEMBER</td><td>MOTION</td><td>SECOND</td><td>AYE</td><td>NAY</td><td>ABSENT</td><td>ABSTAIN</td></tr><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></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>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X			
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ITEM #9:**NEW BUSINESS**7:26 p.m.
(26:00)**ITEM #9A: APPOINTMENTS TO PLANNING & ZONING COMMISSION AND BOARD OF ADJUSTMENT**

Council may renew appointments for three-year terms ending February 28, 2025 as follows: Planning & Zoning Commission – Lance Schall; Board of Adjustment – Gary Shapiro.

Councilmember Harvey asked if these gentlemen were willing to renew their terms.

Mayor Dillenberg confirmed that they were.

Motion to Renew appointments to Planning & Zoning Commission and Board of Adjustment for Lance Schall and Gary Shapiro

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH			X			

7:27 p.m.
(27:10)**ITEM #9B: CONDITIONAL USE PERMIT – RESIDENTIAL APARTMENT IN C-1 ZONE**

Council may approve a Conditional Use Permit for a residential apartment in the C-1 Zone at 515 Main Street.

Member of the public and applicant, Doajo Hicks, was present.

Vice Mayor Worth asked for clarification that the CUP is for the 2nd floor of the building.

Applicant Doajo Hicks confirmed that to be the case.

Motion to approve Conditional Use Permit-Residential apartment in C-1 zone

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

7:29 p.m.
(28:58)**ITEM #9C: CONDITIONAL USE PERMIT – CORONADO VINEYARDS**

Council may approve a Conditional Use Permit for a winetasting facility at 515 Main Street.

Councilmember Harvey asked if the applicant has addressed the P&Z condition on changing the dining tables.

Applicant Doajo Hicks replied that he has addressed the issue of the tables.

Ms. Gallagher confirmed that the revision for the tables is in the meeting packets.

Mr. Hicks commented that they are smaller tables.

Councilmember Barber said, “Our code just says table with chairs around them. Is there a definition for dining room seating? I think we should revisit and make our ordinance clearer.” Ms. Barber added that she thinks bistro sets are closer to what it means.

Zoning Administrator Will Blodgett agreed that the ordinance leaves some gray areas. He found an interpretation by a prior ZA addressing the same issue which described dining table seating as sitting down for a long period of time rather than a coffee shop atmosphere.

Mr. Hicks said that his tables will be coffee tables.

Councilmember Moore mentioned the P&Z minutes, in which couches were suggested, but expressed concern that this may not be able to be enforced. She also mentioned parking compliance based on 900 sq ft of usable space, which would require three spaces.

Ms. Barber clarified that the building has three grandfathered parking spaces, which is sufficient for use.

Motion to approve Conditional Use Permit with the condition that there will be no more than 900 Sq ft of useable space

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE		X	X			
WORTH			X			

7:36 p.m.
(37:07)**ITEM #9D: LIQUOR LICENSE – CORONADO VINEYARDS**

Council may recommend approval, disapproval, or take no action regarding an application for a Series 19 (Remote Tasting Room) Liquor License for a winetasting facility at 515 Main Street.

Vice Mayor Worth asked why the applicant is listed as David James Smith, not Doajo Hicks, on the application and mentioned that the title 4 training needs to be attached for him if he is the applicant.

Mr. Hicks explained that Mr. Smith is his agent, so he accepts all his forms for him as Mr. Hicks is not a resident of the state of Arizona.

Ms. Worth responded, “I appreciate the clarification.”

Motion to approve the Liquor License for Coronado Vineyards

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH	X		X			

7:39 p.m.
(39:50)

ITEM #9E: GARBAGE TRUCK

Council will review a recommendation from the Public Works Director for the purchase or lease purchase of a new garbage truck and may approve the solicitation of sealed bids for same.

Ms. Gallagher said that Public Works Director Marty Boland says we need a new garbage truck, and she agrees. She asked for Council approval to go out to bid, if we are unable to purchase a truck under a State contract.

Councilmember Moore mentioned that the town has been putting aside money for a truck.

Ms. Gallagher said that there is \$60,000 saved for a down payment and Mr. Boland has received a quote of \$224,000 for a truck.

Motion to approve the Solicitation of Bids for a garbage truck

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

ITEM #10:
7:41 p.m.
(41:24)

TO AND FROM THE COUNCIL

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

In reference to suggestions from Mr. Blodgett, Ms. Moore agreed that there needs to be clarification for the definition of Spiritous Liquor Facility. Ms. Gallagher said that this can be brought up by him before P&Z. Ms. Moore also mentioned clarification issues as the result of the Board of Adjustment meeting regarding setbacks when it comes to frontage and easements.

Ms. Moore also commented on the concern voiced by many about the removal of historic vegetation on a property in town.

Ms. Gallagher said that she has reached out to other clerks about how their towns address this and will provide their responses.

Mr. Blodgett said that the town may already have some protections available for vegetation and he will investigate that.

Ms. Moore then mentioned some hand railings on Verde Street that need repair, and suggested clarification on parking requirements in the Zoning Ordinance. There is some discussion on updating the parking inventory to have a better idea of exactly how much parking is available for commercial use, she said; the prior Zoning Administrator started that project.

Ms. Harvey commented that the food bank for the last few weeks has been bare. The town did donate some money but if members of the public could step up and also donate to Haven, it would be great.

Ms. Barber mentioned that she will reach out to people in town to work on something to honor Greg Gardemann and Nancy Smith after their passing. She said that a sewer plant tour and walkthrough of the Hotel Jerome need to be set up and added that Fire Chief Rusty Blair has an idea for the Hotel's fire escape.

Vice Mayor Worth asked if we were able to get information on Clarkdale's Resolution 1658. She also said that she appreciates that the updated building code is to be put on the next month's agenda. Ms. Worth asked if Jerome has building permit tracking. In regard to Ms. Harvey's comments, Ms. Worth said that there has been an uptick in people coming to the Haven food pantry, almost 40% more in the last month. She stated that the pantry is serving 33% to 36% of Jerome's adult population and said that she would be happy to provide statistics on that at a future meeting.

Mayor Dillenberg suggested installing an outdoor art display similar to Bisbee, Arizona.

Ms. Barber asked if we have any quotes yet for windows on Hotel Jerome. Ms. Gallagher explained that Mr. Boland is working on this.

Ms. Harvey noted that it is pothole season and several roads are in need of patching. There was general discussion, and Ms. Gallagher said that she would discuss that with Mr. Boland.

ITEM #11:

ADJOURNMENT

Motion to adjourn at 7:59 pm

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG			X			
HARVEY	X		X			
MOORE			X			
WORTH			X			

APPROVE:

Dr. Jack Dillenberg, Mayor

Date: 4/13/2022

ATTEST:

Candace B. Gallagher, CMC, Town Manager/Clerk