

TOWN OF JEROME

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

MINUTES
SPECIAL MEETING OF THE JEROME TOWN COUNCIL
VIA ZOOM
WEDNESDAY, APRIL 6, 2022 AT 3:00 P.M.

ITEM #1: 3:00 PM (0:24)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Mayor Jack Dillenberg called the meeting to order at 3:03 PM Town Clerk to call and record the roll. Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Jack Dillenberg and Councilmembers Sage Harvey, Alex Barber, and Jane Moore. Vice Mayor Mandy Worth was not present. Other staff present were Finance Manager Melanie Atkin, Zoning Administrator Will Blodgett, and Deputy Town Clerk Kristen Muenz.
ITEM #2: 3:04 PM (0:47)	RESIGNATION OF VICE MAYOR MANDY WORTH Vice Mayor Mandy Worth may formally announce her resignation from Council, effective this date. Ms. Gallagher read a letter from Vice Mayor Mandy Worth, dated April 6, 2020, resigning as Vice Mayor and as a member of the town council, effective at 3 PM on April 6, 2022. Ms. Worth explained that it was a difficult decision to make. She expressed gratitude and appreciation to be a part of the Jerome Council. She asked for the letter to be shared with the various boards and commissions, and staff. (2:58) Mayor Dillenberg stated from that moment, Ms. Worth is officially resigned. Ms. Moore expressed appreciation for Ms. Worth's involvement on council for the last four years, both with her time and dedication.
	The Mayor requested that Item #4 be addressed at this time, and it was, but it appears in these minutes in the order originally agendaized.
ITEM #3: 3:09 PM (5:57)	INTERVIEW WITH TOWN MANAGER APPLICANT Council will conduct an interview via Zoom with Brett Klein, out-of-state applicant for the position of Town Manager. Mayor Jack Dillenberg thanked applicant Brett Klein for joining the meeting and asked him to speak. Mr. Klein introduced himself. He said he had been raised around the Chicago area and spent many summers in Arizona. His wife and he have worked, through educational pursuits and work experience, to put themselves in a position to retire to Arizona and fully intend to do so. The opportunity in Jerome fits with his skillset and 15-to-20-year plans. Mr. Klein commented that Jerome reminds him of one of his favorite towns, and that's what brought him to apply for the position. (10:00) Ms. Barber asked, "If you got the job, would you try to do it remotely or are you interested in moving here?" Mr. Klein confirmed that his plans are to work onsite and be immersed in the community. Ms. Barber then asked if Mr. Klein has done any management for any other municipalities. (10:48) Mr. Klein stated that he has managed several other communities, ranging in size. He has also worked in government in an administrative capacity and has experience in large and small governmental organizations, rural and urban. (11:48) Ms. Harvey asked Mr. Klein to describe the most difficult personnel matter he has experienced, and if he should have handled it differently. Mr. Klein described one of his early positions as the Director of the Office of Professional Standards, where he reviewed employee conduct and acted as a repository of outside and internal complaints. He was assigned to investigate the brother of his chief. Mr. Klein explained the difficulties involved, considering the complicated nature of the investigation which resulted in a charge of dishonorable conduct and malfeasance for the individual under

investigation. Mr. Klein described how he handled the situation by following procedure, and he felt that the result was satisfactory and would not do anything differently.

(15:50) Ms. Harvey asked Mr. Klein to describe his experience preparing and administering municipal budgets. Mr. Klein described his extensive experience in preparing and presenting budgets, following the financial policies and objectives of a finance committee or board. He also described experience with capital improvement and equipment plans, and grant funding, and considers budgets as one of his strengths.

(17:56) Ms. Harvey asked Mr. Klein how familiar he is with Arizona Open Meeting Law. Mr. Klein responded that Arizona OML is similar to that of Iowa. He cannot quote the OML verbatim, but the exceptions are very similar, endorsing transparency and public participation.

(19:16) Ms. Harvey asked Mr. Klein to describe the town manager's role in relationship with department heads and how to establish leadership and promote communication and teamwork. Mr. Klein described how he works with employees to build trust and increase their motivation, opportunities, personal skills, and training skills to help them meet their goals. He believes it is important to retain all valuable personnel through empowerment and strategic policies and initiatives.

Ms. Harvey commented that Mr. Klein covered the topic well.

3:26 (23:14) Ms. Moore asked Mr. Klein about his impressions of Jerome and why he might be a good fit for the community, and what he could bring to the town that may be lacking. Mr. Klein described his impressions of Jerome from his research, including the beauty and recreational opportunities. He was also impressed with past audits, with solid financial policies and no significant deficiencies. Mr. Klein commented on the excellent stewardship of funds and said that he believes there is opportunity to build on that. What he brings to the table is practical experience working in all departments, leadership, supervisory experience, and identifying grant opportunities. He also described past success with downtown revitalization.

(29:19) Ms. Moore wanted to know if Mr. Klein is familiar with tourist towns and the housing issues involved, and how he would keep the balance between residents and businesses. 3:33 (30:20) Mr. Klein responded that he has some experience with tourist towns and understands that serving the tourists is important to the local economy. He has some experience running a housing authority and believes it's important for the workforce to find affordable housing. Mr. Klein agreed that there must be a balance between tourism and residents. He stated that he would take his lead from the philosophy of the town council and implement it to the best of his ability.

Ms. Moore asked Mr. Klein about his familiarity with historic preservation. Mr. Klein spoke of his involvement with CDBG projects in two communities, both on the historic register. He has been a member in more than one capacity of historic preservation commissions and is quite familiar with the bureaucracy and the tangible product.

Ms. Moore commented that, per his resume, he appears familiar with small town politics. She said that the town is a historic landmark, and asked how he would deal with potential legal issues and difficult people. Mr. Klein responded that he likes hearing from citizens, even with complaints, and will use the challenge as an opportunity to inform using listening, feedback, follow-up in a reasonable time frame and explaining the reasoning and logic behind decisions. Mr. Klein described his experience inside courtrooms, attending proceedings and representing his organization.

(42:10) Ms. Moore asked if Mr. Klein was familiar with legal water issues. Mr. Klein confirmed that he is familiar with those.

Ms. Gallagher asked Mr. Klein, because he lives in Iowa, when he would expect to be able to begin working. (43:25) Mr. Klein stated that he has sold his home with the intent of relocating. He explained that he has several roles within his organization that would need to be filled. Upon notification, he estimated 30 to 45 days, and would prefer to move to Jerome.

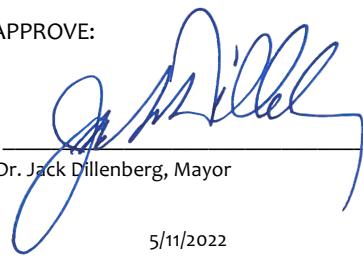
(44:56) Dr. Dillenberg asked Mr. Klein how he would describe his style of management. Mr. Klein described his style as a servant leader, to citizens and council. He likes to coach, preparing staff, makes quick decisions when called for, and thinks collective decisions are best. Mr. Klein said he likes to hear from the hands-on workers so that they feel they can speak without reprisal. He emphasized the importance of a professional environment, motivation, humor, and defusing difficult situations.

Dr. Dillenberg then asked, "Have you taken any courses to enrich your abilities, pursuits?" Mr. Klein responded that he is always looking for opportunities, and he spoke of programs he has utilized, as well as two professional mentors. He explained that he previously had an issue striking a personal and professional balance but is now more secure and will utilize staff and identify their strengths.

(49:57) Ms. Harvey commented that the current town manager is also an internationally certified municipal clerk. She asked if Mr. Klein has experience with town clerk duties and would be able to handle both duties. Mr. Klein responded that he feels he is able, and would prefer, to do both duties. He stated that he was a certified election clerk in Wisconsin, and he is familiar with our primary with run-off elections. Currently, he acts as deputy

	<p>clerk and handles liquor licensing, business licensing, as well as preparing agendas and taking minutes expeditiously and efficiently. He is not a certified municipal clerk at this time, however, has taught classes at the Clerk Institute and was on the advisory committee, so he has experience at both positions.</p> <p>Dr. Dillenberg asked if Mr. Klein had any questions.</p> <p>3:55 (52:29) Mr. Klein had questions about the timeline, the process, and residency. He felt it's important to live and immerse yourself in a community, especially a smaller one, as there's a different aspect than working for a place like Scottsdale.</p> <p>Ms. Gallagher answered that her last day will be July 28th, and ideally she would work alongside the new person for at least a month or more before she leaves.</p> <p>(54:19) Dr. Dillenberg thanked Mr. Klein for his responses and wished him great success however the pathway emerges.</p> <p>In response to Ms. Gallagher, Mr. Klein confirmed that he may be in Arizona during the last week of April. Dr. Dillenberg commented that it would be wonderful to meet in person.</p> <p>(54:55) Ms. Harvey asked Mr. Klein if he is opposed to being discussed in closed session.</p> <p>Mr. Klein said he is not opposed.</p> <p>(55:10) Ms. Moore thanked Mr. Klein and Dr. Dillenberg commended him on his resume, experience, and accomplishments.</p>																																			
ITEM #4: 3:06 PM (3:52)	<p>SELECTION OF VICE MAYOR / FILLING OF COUNCIL VACANCY</p> <p>Council may appoint one of its members as Vice Mayor and may discuss the process for filling the vacancy on Council resulting from the resignation of Mandy Worth.</p> <p>Councilmember Sage Harvey nominated Councilmember Alex Barber to fill the role of Vice Mayor.</p> <p>Ms. Barber accepted the nomination.</p> <p>Mayor Dillenberg thanked Ms. Barber for stepping in once again.</p> <p>Motion to elect Councilmember Alex Barber as Vice Mayor</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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>DILLEMBERG</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLEMBERG		X	X				HARVEY	X		X				MOORE			X			
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN																														
BARBER			X																																	
DILLEMBERG		X	X																																	
HARVEY	X		X																																	
MOORE			X																																	
ITEM #5:	<p>ADJOURNMENT</p> <p>Motion to adjourn at 4:00 p.m.</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOTION</th> <th>SECOND</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>DILLEMBERG</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLEMBERG			X				HARVEY	X		X				MOORE			X			
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN																														
BARBER		X	X																																	
DILLEMBERG			X																																	
HARVEY	X		X																																	
MOORE			X																																	

APPROVE:



Dr. Jack Dillenberg, Mayor

Date: _____

5/11/2022

ATTEST:



Candace B. Gallagher, CMC, Town Manager/Clerk