



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, OCTOBER 11, 2022, AT 7:00 P.M.

ITEM #1:
7:00 (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 Brett Klein called the roll. Present were Mayor Dillenberg, Vice Mayor Alex Barber, Councilmember Jane Moore, and Councilmember Sonia Sheffield. Councilmember Harvey joined the meeting via telephone. Staff Present included Mr. Klein, Finance Manager Melanie Atkin, Zoning Administrator Will Blodgett, Fire Chief Rusty Blair, Fire Captain Carl Whiting, and Deputy Town Clerk Kristen Muenz.

It was agreed that the order of the agenda items would be changed to accommodate those present. The order of the items was #1, #2, #3, then #10A, #10B, #10C, #10D, #4, #5, #6, #7, #10E, #11, and #12. The items are presented here in the order in which they appeared on the agenda.

ITEM #2:
7:00 (0:32)

PROCLAMATIONS

Proclamation proclaiming October 2022, as Domestic Violence Awareness Month

Dr. Dillenberg invited the representative for the Verde Valley Sanctuary, Jessie Johnson to speak. She thanked the council, and said they are headquartered in Cottonwood, but cover the entire Verde Valley region. Ms. Johnson explained that domestic violence is considered a family issue and has been left to families to address in private for too long. Today, we recognize the role of public and private sectors, non-profits, communities, and individuals to address domestic violence. Ms. Johnson said that significant progress has been made but there is much work still to be done. During National Domestic Violence Awareness and Prevention Month we come together to reaffirm our commitments. She said that the Verde Valley Sanctuary began 29 years ago, with a mission to provide safety, services, and comfort to victims of domestic violence. They operate a 24/7/365 shelter and crisis line, advocacy center, and more. They have served 1,500 survivors of domestic and sexual violence in fiscal year 2022.

Dr. Dillenberg thanked Ms. Johnson and the Sanctuary for their service to the community and presented a signed copy of the Proclamation. There was a round of applause.

Motion to approve proclaiming October 2022 as Domestic Violence Awareness Month

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

ITEM #3:
7:03 (3:34)

FINANCIAL REPORTS

Financial reports for September 2022

Vice Mayor Barber stated that we're down \$139,000 from last year at the beginning of the budget season. It seems like, looking at the sales reports, we're down everywhere including retail and lodging.

Ms. Atkin replied that it is starting to look up this month.

Mr. Klein explained that we are keeping expenses down because of the lower numbers.

Ms. Barber said that we have tried to budget but being \$139,000 down this close to the beginning of the budget year is a little frightening. She thanked Ms. Atkin and said she appreciates the staff for all they're doing.

Ms. Moore asked if the numbers in the report were from last month.

Ms. Atkin replied that, yes, they are.

Dr. Dillenberg said that he believes we will see an increase over the next couple of months.

Motion to accept the September 2022 Financial Reports

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

<div>ITEM #4: 7:25 (25:45)</div>	<div>STAFF AND COUNCIL REPORTS</div> <div>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.</div> <div>Mr. Klein read his report to Council. He said that NACOG has additional traffic count locations, we have our own equipment, but there is additional DOT equipment available to be utilized if anyone has suggestions for locations. He also said that anyone who attended the last P&Z meeting would be aware that we have had trouble with Zoom meetings, and explained that we have worked to resolve our issues with the Zoom platform.</div> <div>Dr. Dillenberg asked for updates on the CAT shuttle service and Mr. Klein replied that there have been no issues reported, but it is too early for a full update.</div> <div>Motion to accept the October 2022 Staff and Council Reports</div> <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>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></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>SHEFFIELD</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		X				DILLENBERG			X				HARVEY			X				MOORE			X				SHEFFIELD		X	X																																													
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<div>ITEM #5: 7:27 (27:21)</div>	<div>ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES</div> <div>Minutes are provided for the information of Council and do not require action.</div> <div>Will Blodgett read his report, updating Council on recent PZ and DRB meetings. He said that the BOA meeting is still pending; no date has been set. Code enforcement has been active, and he has been working on a sign inventory at the UVX building due to some new signage that had not been approved. Mr. Blodgett said he is working with the owner, and the sign is being left in place for the time being because it was anchored to wall, and he would like to avoid damage to the historic wall if possible. He pointed out the drawings for Hotel Jerome, provided by Steve Knowlton, and said they are still conceptual. He asked Council to please look them over and give comments and suggestions, but he personally thinks they look fantastic.</div> <div>Ms. Moore said that she would like to have meeting to discuss the Hotel and have everyone involved to discuss not only the floorplans, but parking and other issues.</div> <div>Dr. Dillenberg said that was a good suggestion.</div> <div>Mr. Klein said that we can set that up.</div> <div>*There was a brief pause in the meeting because Councilmember Harvey's telephone signal dropped.</div> <div>When the meeting continued, Mr. Blodgett said we need to look at the windows on the Hotel because Mr. Knowlton had an idea to share.</div> <div>Dr. Dillenberg said that he would love for Steve to be at the special meeting.</div> <div>Ms. Moore then asked when the other boards might start in-person meetings, and Ms. Muenz explained that P&Z and DRB both had in-person meetings in September.</div> <div>Mr. Knowlton then explained to Council that he has been doing some research on replacing the glass on the Hotel Jerome. Unfortunately, tempered glass manufacturers are still closed, so you can't get it. He suggested that the window glass wouldn't have to be tempered if we raised the sills and, as it all must be rebuilt anyways, raising the sills could be part of the project to repair the front of the building.</div> <div>Ms. Barber asked, for clarification, would we be reusing the existing glass panels in new frames?</div> <div>Mr. Knowlton replied that is a possibility.</div>																																																																																				
<div>ITEM #6: 7:36 (36:37)</div>	<div>APPROVAL OF MINUTES</div> <div>September 13th regular meeting; and September 21st Special Meeting</div> <div>Councilmember Moore asked to vote for the minutes separately because she was unable to attend the September 13th meeting and would be abstaining from the vote for those minutes.</div> <div>Motion to approve the minutes of the September 13, 2022, Regular Council Meeting open session</div> <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>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></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td>SHEFFIELD</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table> <div>Motion to accept the minutes of the September 21, 2022, Special Council Meeting open session</div> <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>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></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>SHEFFIELD</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				MOORE						X	SHEFFIELD		X	X				COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG			X				HARVEY			X				MOORE		X	X				SHEFFIELD			X			
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<div>ITEM #7: 7:39 (39:13)</div>	<div>PETITIONS FROM THE PUBLIC</div> <div>There was a petition from Stephan Block, who wrote a letter to Council but was not in attendance.</div> <div>Ms. Barber said she has read the letter and commented that he is asking us to urge the county to readopt a 2006 Use Plan for the purpose of open space preservation. She said that she would rather not have Jerome grow into Clarkdale. Ms. Barber said she thought Clarkdale and Cottonwood had an open space IGA in the past but noticed that the cities are now combined with all areas around Clarkdale becoming growth corridors. She said she feels passionately about the topic and suggested we reach out for an intergovernmental meeting to discuss it.</div>																																																																																				

	<p>Ms. Moore said she would like to read the petitioners letter, which she proceeded to do. She said that she doesn't think too many people know that the county is updating their general plan, which she felt was important, and there are links on the County's website for citizens to make comments if anyone is interested.</p> <p>Ms. Barber asked, can we put this on the next agenda to formulate our response?</p> <p>Dr. Dillenberg said that it's getting close to the deadline, but we could have a meeting to discuss it.</p> <p>Ms. Barber suggested that citizens visit Clarkdale's website for more information their general plan and growth corridors.</p> <p>Ms. Harvey said she agrees we should add this topic to a special meeting because she also would prefer not to see Clarkdale and Jerome connect.</p> <p>Dr. Dillenberg said that it can be added to the special meeting.</p>																																										
ITEM #8:	ORDINANCES AND RESOLUTIONS																																										
7:45 (45:51)	<p>ITEM #8A: RESOLUTION No. 646; A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY ARIZONA, AMENDING AND ADOPTING USER FEES AND CHARGES FOR PERMITS, LICENSES, DEVELOPMENT RELATED SERVICES AND OTHER TOWN SERVICES.</p> <p>Council may approve the master user fee schedule as amended and as may be amended from time to time.</p> <p>Dr. Dillenberg read the resolution in title only; he asked his colleagues for their thoughts.</p> <p>Ms. Moore said that some of these may need further discussion. She asked if the fee for Special Event permits can be added at a later date.</p> <p>Mr. Klein responded, yes, that will come before Council because it will involve a code amendment.</p> <p>Ms. Moore asked if that would be in addition to adopting the current user fees.</p> <p>Mr. Klein explained that this resolution adds some new Public Safety fees, and the main impetus was the new S.T.R. licensing that would take place October 20th. Regarding commercial fees, he said we'll have another meeting with a lot of discussion, and the fee you are referencing will be part of that meeting. Mr. Klein said that the code amendment will come first.</p> <p>Ms. Barber said she was pleasantly surprised to see the addition of Police Service fees, as we do need to charge for the work that is being provided. According to our agenda, we can approve and amend the Master User Fee Schedule from time to time. We can approve this now and go back through it over the next few months to add updates. Ms. Barber commented that we don't want to hurt the people who are trying to fix old houses, but we also don't want to give things away, there needs to be a fine balance. People need to pay their fair share and we need to keep up to code. She asked if there was a record of the date of fee updates.</p> <p>Mr. Klein replied that some of the work was done last year, but there could be a work session for the commercial fees that need to be updated.</p> <p>Dr. Dillenberg agreed there should definitely be charges added, and we can schedule a meeting to discuss them.</p> <p>Ms. Barber said that she would motion to accept the master list as presented and they can update it later as needed.</p> <p>Motion to approve Resolution No. 646, Amending and Adopting User Fees and Charges for Permits, Licenses, Development Related Services, and Other Town Services</p> <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>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></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>SHEFFIELD</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		X				DILLENBERG			X				HARVEY			X				MOORE			X				SHEFFIELD		X	X			
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ITEM #9:	UNFINISHED BUSINESS																																										
	No items were included in this section.																																										
ITEM #10:	NEW BUSINESS																																										
7:07 (6:56)	<p>ITEM #10A: RECOGNITION OF FIRE CAPTAIN CARL WHITING PROMOTED TO THE RANK OF BATTALION CHIEF</p> <p>Chief Blair will provide background information on this Fire Department promotion.</p> <p>Fire Chief Rusty Blair introduced Carl Whiting and said he is an asset to the Fire Department, is very knowledgeable, and he is glad to have him board.</p> <p>There was a round of applause.</p> <p>Ms. Barber said she would like to say that she has seen Mr. Whiting in action taking care of rattlesnakes. Thank you, gentlemen, I think this is wonderful and well deserved.</p> <p>Dr. Dillenberg agreed the promotion is well deserved and great for the community. He added that they are appreciated.</p> <p>Chief Blair explained that Mr. Whiting's promotion will afford him more time to be out in the community.</p>																																										
7:08 (9:25)	<p>ITEM #10B: CONSIDER PURCHASE OF A NEW FIRE DEPARTMENT BRUSH TRUCK AND TRANSFER EXISTING TO THE PUBLIC WORKS DEPARTMENT</p> <p>Council may approve a quote for purchase of a new cab and chassis for the brush truck replacement.</p> <p>Mr. Whiting said he learned that Public Works has a budget of \$50,000 for a new flatbed truck. He said the Fire Department's current Wildland truck is getting close to the end of its lifespan per Arizona's Fire and Fuels Management Department's requirements. Mr. Whiting said that he's talked to PW Director, Marty Boland, and he is more than happy to take that old truck. If the FD can get a new truck, Mr. Whiting said he would like a bigger cab, which will be more comfortable for 3 people when traveling to assignments. Of the \$50,000 budgeted, Mr. Whiting proposed using \$10,000 to put a new flatbed on the</p>																																										

existing 2008 Ford F450 for the Public Works Department. The FD would then be able to get a newer truck by using some money from the Wildland contingency funds. A new type 6 truck typically runs between \$140,000 to \$200,000, so by doing this we could get a new truck and put the old utility box on it for around \$80,000.

Ms. Barber said she thinks it's wonderful that Mr. Whiting talked to Public Works and worked this idea out. She said, if Public Works is good with it, it sounds like the Ford would be perfect for driving around Jerome. She then asked for more information on the proposed new vehicle's type, and where they would purchase it for that price.

Mr. Whiting and Chief Blair explained that the photo they had provided as reference was of a complete newly built truck from 2021. What he is proposing to get is a 2023 by working with the dealership. He said that Chapman Dodge has a federal and state contract, and he will try to get lowest price he can.

Ms. Barber said that she would make the motion this is something we should do, if it's been worked out between departments, and Ms. Harvey said she would second that motion.

Mr. Whiting also said that he estimates the truck currently brings in between \$20-\$25,000 per assignment.

Dr. Dillenberg thanked Mr. Whiting and the Fire Department for the important work they do.

Motion to approve a Quote of Purchase of a New Cab and Chassis for the Brush Truck Replacement

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

7:14 (14:08)

ITEM #10C: CONSIDER ENTERING INTO AN INTERGOVERNMENTAL AGREEMENT (IGA) FOR FIRE APPARATUS MAINTENANCE AND REPAIRS WITH COPPER CANYON FIRE & MEDICAL DISTRICT

Council will consider and may approve the proposed IGA with Copper Canyon.

Dr. Dillenberg read the summary of the intergovernmental agreement with Copper Canyon Fire and Medical District.

Fire Chief Rusty Blair explained that the servicer, Rob, used to service our trucks with Northern Arizona Services out of Flagstaff. Now, they have bought the pump testing equipment and will be more centrally located. Mr. Blair said that Rob is very familiar with our apparatus, and he thinks this is a win-win situation over using other servicers, as their prices went up.

Dr. Dillenberg said that he agreed it will be a better fit.

Ms. Harvey motioned to approve.

Ms. Barber seconded that motion, and then thanked the Fire Department and its crew of volunteers.

Motion to approve an Intergovernmental Agreement (IGA) for Fire Apparatus Maintenance and Repairs with Copper Canyon Fire and Medical District

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

7:16 (16:15)

ITEM #10D: DISCUSSION AND DIRECTION ON A POTENTIAL CODE AMENDMENT IN SECTION 13-9 PERTAINING TO DEMAND REDUCTION STRATEGY I

The Council will consider and discuss a potential Code amendment and provide direction.

Fire Chief Blair presented saying, when looking at current Strategy 1 water restrictions, we're basically asking people to please not use water, but you can use as much as you want at night. To be in line with Strategy 2, he would propose different language that includes time limits. He suggested Council look at the summary he provided, which had usage averages for different categories from 0 gallons to over 40,000 gallons per month. Chief Blair said changing the language could get the heavier users to use less water when we are in Strategy 1 restrictions by limiting hours of use. He mentioned that there is a chapter on viticulture in the Town Code that already covers some of this, so this would affect mainly residential areas.

Ms. Barber said she felt the limit of 2 hours a day, or 900 gallons, and taking away the exemption for restaurants and other commercial accounts that already pay per gallon, is not unreasonable. She also said that we are usually only in Stage 1 during the summer months, but we extended it this year because we are down by one water tank.

Chief Blair confirmed that we will remain in Stage 1 until that tank is repaired.

Jane Moore asked, as there's quite a difference in usage with a large hotel or restaurant, how would we word exceptions.

Chief Blair explained that he intended on taking that part out of the amendment because he recently learned that they receive the commercial rate and are already charged by the gallon.

Jane Moore said, they will not be restricted by the 900 gallons per day, then?

Chief Blair said no they would not, there would be no way to maintain their businesses with that restriction.

Ms. Sheffield said that with Stage 1 restrictions, restaurants don't offer water unless asked and hotels don't do linens unless necessary, so they are already limiting water. She then commented that she may have found the potential leak on Sunshine Hill and could point it out.

Chief Blair responded that he and Marty Boland will address it.

Ms. Barber asked if someone goes over this, I don't see where it says what happens, is there a fine?

Chief Blair confirmed that there are penalties listed in the Town Code under the Strategy 2 restrictions.

Ms. Barber asked, if someone had a leak, would we tell them we will not fine them if they fix it? She would not want someone to get fined for a leak; there should be checks and balances.

7:50 (50:46)

Chief Blair agreed that it is important to find leaks. Right now, down at the 500 level, we're losing water and there is about 2,400 feet of line, so the leak has been hard to find.

Ms. Barber asked, what is the timeline to get the tank fixed?

Mr. Klein replied that we received two bids, but neither bidder can get to it until Spring. He said the bid from the company that is familiar with the tank from the last repair is competitive, but they cannot get to it until March or April. It's more difficult because there are very few companies available.

Chief Blair explained that this repair will include things, such as replacing hardware, that we were not able to get done during the last repair, so it will be beneficial.

Ms. Barber said she would like a reference to what the penalties would be.

Mr. Klein explained that the amendment was in the discussion stage, and there could be direction to staff.

There was some discussion as to where the penalties are currently listed in the code, and if they should be repeated in the amendment. Chief Blair pointed out the penalties in the code, shown from moderate to more severe depending on the violation.

Dr. Dillenberg thanked Chief Blair.

ITEM #10E: CONSIDER THE PURCHASE OF AN AGENDA MANAGEMENT SYSTEM

The Council will view proposals, hear recommendations from staff and may approve the purchase.

Mr. Klein explained to Council that he brought the item to the last meeting as a concept. He wanted to discuss it further because it will impact Council as there will be a different agenda format. He said that we can get it to look nearly identical but there may be some language changes. The rationale is that we'll free up staff time considerably and it will be part of an overall technology advancement for which we should be receiving a grant reward to purchase a screen, cameras, and recording devices.

Ms. Sheffield asked if there will be a database with a search engine, if so, could go into it and pull out any agenda with a key word search?

Ms. Barber commented that it should be more user-friendly, and we are coming out of our dark ages. She said that she had asked Mr. Klein to show us why it makes sense, and the fiscal impacts, and the report said that it equates essentially to no fiscal impact and may be a net gain of employee time and productivity. She asked, Clarkdale, Cottonwood, they all use agenda management systems, correct?

Dr. Dillenberg said there must be something good about them then.

Ms. Harvey said that she has two issues; the 1st is the paperless initiative which she is not keen on because she likes having paper. The other thing is that when we're looking at Civic Plus, there's an option for premium or ultimate. The difference is the premium option has a few less things, and it concerns me that the one-time cost is for up to 2 boards as we have 4 boards. Mr. Klein explained that 1 board is included, so we will have 3 total for the regular boards. For periodic, ad hoc boards like BOA, we can choose to add them on. I was able to negotiate to cut down costs overall, so the cost is \$45,000 and if we had gone with premium, it would have been more. He also said it will take time to implement because it will go before the boards.

Dr. Dillenberg asked, what about the paper issue?

Mr. Klein said they aren't mutually exclusive, there can be paper.

Ms. Barber said she also likes to take notes on the paper. She understands the carbon footprint aspect, but she does recycle it.

Dr. Dillenberg said it is nice to have flexibility and Mr. Klein responded we will be able to print still.

Ms. Barber asked, can we think about this some more and talk again at the next meeting unless anyone is ready to motion?

Ms. Moore asked for clarification on the quoted \$300 cost per meeting.

Mr. Klein explained that it meant meeting "type," not per each meeting. If we wanted to add another type, it would be \$300 cost per year.

Ms. Moore asked, if we decide to do this and then decide it's not really what we want, can say just say we don't want this anymore?

Mr. Klein answered yes, we can try another one or just discard it all together, we are not locked in for more than the year.

Ms. Moore commented that sometimes things turn out to be more of a pain. Tech is great on many levels, but just because 90% of other towns do it, doesn't mean it will be a good fit for us.

There was some more discussion of paper as opposed to an iPad.

Dr. Dillenberg asked Mr. Klein how they would proceed.

Mr. Klein said it was included in the grant application, and to receive the money, we must go forward with purchasing the system. This is most affordable one, and it meets our needs.

Ms. Barber commented that, if we have the grant money, we should use it and not give the money back. If it's included in the grant, what can it hurt to try?

Ms. Sheffield said, as a new councilperson, she feels like it would be beneficial and helpful to be able to search and follow a project that the Town undertook from beginning to end. She said she would love access to information in a database search.

Mr. Klein said that other town's use the system, and their councils still want paper copies; it's not unusual.

Dr. Dillenberg asked Ms. Harvey if she would feel comfortable going forward if she could have paper copies.

Ms. Harvey agreed that she felt comfortable with having the flexibility to not be totally paperless.

Ms. Barber pointed out that the report, like Ms. Sheffield mentioned, lists benefit #3 as 'easy searchability and archiving for all documents.' She said that she would move to approve purchase of the system contingent that we receive the grant.

Motion to approve the purchase of an Agenda Management System, contingent on receiving grant monies

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

ITEM #11:
8:02 (1:02:52)**TO AND FROM THE COUNCIL**

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

Ms. Harvey asked if we know who is running the Community Garden, because it is full of weeds and looking terrible. She said when we started it, we did not want the town crew to have to take care of it. If it's not being taken care of, we should open it up for use by other people to get it cleaned up. She said, compared to the beautiful Middle Park, it looks bad. Also, she wants the do-not-enter signs to be put up on 2nd and 5th streets; the new UPS driver has been digging up the streets.

Dr. Dillenberg asked Mr. Klein to follow up on that.

Ms. Sheffield wanted to also comment on the garden. She does not know who's in charge now either, but originally, there were plans for things like a tool shed. She said that she has a plot there that she has not been able to work on and having to load up her own tools makes it hard. Ms. Sheffield said it would be nice to have a weedwhacker one site.

Ms. Moore suggested that something be put in the newsletter requesting volunteers or suggestions.

Dr. Dillenberg asked Ms. Muenz if she would add something to the newsletter, which she agreed to do.

Resident Mimi Romberger told Council that she has the Facebook page for the garden. She and Lacey, who both volunteered in the garden, haven't talked in a while but she said she will post a notice.

Ms. Harvey and Dr. Dillenberg thanked Ms. Romberger.

Ms. Barber said that we had plans for a shed, but John Knight was heading that up and he left. She said we'll pick the ball back up and if we need a shed, so be it.

Dr. Dillenberg said it is a valuable space that can provide a great benefit.

Ms. Barber suggested that leaves be left on the ground for the benefit of animals.

Ms. Moore said we need to have a meeting with Pace Engineering and possibly Henry McVittie on the sewer plant. She said ADEQ is passing oversite of the sewer treatment plant to, she thinks, Jonathan Paul. Ms. Moore said that questions have come up and clarification is needed, so she thinks we need to have a work session with Pace and see where we stand with the sewer treatment plant.

Mr. Klein replied that we can certainly do that work session. He explained that this will be his 4th wastewater plant upgrade, and engineers do come regularly, we can have them come to next meeting or a separate meeting.

There was some discussion of scheduling a special meeting.

Ms. Moore said we need to discuss, for example, a container that will be used to haul out solids, and how often. Some rethinking may need to be done. She said there were comments from ADEQ, and she would like updates for Council. Also, we need to get the actual cost for the ratepayers.

Ms. Barber said we were talking \$100 at the beginning. She had looked into herself and, with 43 sewer connections and millions of dollars in cost, it's over \$10,000 per connection. But thinking about it, Ms. Barber said even those numbers seem like an underestimation.

Ms. Moore said there are lots of things to clarify.

Dr. Dillenberg, asked if they would like to add this to the other meeting?

Ms. Moore said it would depend on the Pace team's availability. The other item she wanted to discuss was Hotel Jerome, but they were already planning the meeting for that.

There was some discussion of scheduling the special meeting, and Mr. Klein said it would be helpful if the councilmembers would let him know which days they are not available.

Resident Nancy Robinson said she had follow-up questions from previous meeting recordings. She asked if she should send those questions to Council.


Dr. Dillenberg said, yes, and suggested she also speak with Mr. Klein.

ITEM #12:**ADJOURNMENT****Motion to adjourn at 8:14 p.m.**

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

APPROVE:

ATTEST:



Mayor



Brett Klein, Town Manager/Clerk

Date:

11/8/2022