



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
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 www.jerome.az.gov

MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, JUNE 14, 2022, AT 7:00 P.M.

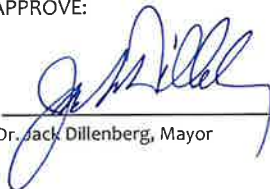
<p>ITEM #1: 7:00 (1:25)</p>	<p>CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Vice Mayor Alex Barber called the meeting to order at 7:00 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Vice Mayor Alex Barber, Councilmember Jane Moore, and Councilmember Sage Harvey. Mayor Jack Dillenberg was unable to attend, and for that reason, Vice Mayor Barber chaired the meeting.</i> <i>Other staff present included Zoning Administrator Will Blodgett, Finance Manager Melanie Atkin and Deputy Town Clerk Kristen Muenz.</i> <i>It was agreed that the order of the agenda items would be changed to accommodate those present. Item #2 was addressed first, followed by Item #8C, then Items #3, #4, #5, #6, #7A, #8A, #8B, #8D, #8E, #9, and #10. The items are presented here in the order originally agendized.</i></p>																																			
<p>* MOMENT OF SILENCE * for lives lost through gun violence</p>																																				
<p>ITEM #2: 7:01 (2:53)</p>	<p>FINANCIAL REPORTS Financial reports for May 2022 <i>Councilmember Harvey explained that, if anyone questioned why they had gone over budget for advertising, printing, and publishing, it was because of advertisements to hire new employees. She asked Ms. Gallagher if there was still an ad on the Indeed website.</i> <i>Ms. Gallagher replied that there was one ad still on the website, but there had been several other positions advertised over the course of the year.</i> Motion to approve May 2022 Financial Reports</p> <table border="1" data-bbox="430 1136 1356 1234"> <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>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td>X</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG					X		HARVEY	X		X				MOORE		X	X			
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<p>ITEM #3: 7:09 (10:05)</p>	<p>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. <i>Ms. Gallagher reviewed her report. She mentioned that the water tanks had been low, and the town would be entering Stage 2 Water Restrictions.</i> Motion to approve May 2022 Staff and Council Reports</p> <table border="1" data-bbox="430 1413 1356 1518"> <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>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td>X</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG					X		HARVEY		X	X				MOORE			X			
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<p>ITEM #4: 7:11 (12:27)</p>	<p>ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action. <i>Zoning Administrator Will Blodgett read from his report which included the elections of the new chair and vice chair for the Design Review Board and the approvals of repainting projects.</i> <i>Ms. Moore asked about progress on the new design review guidelines.</i> <i>Mr. Blodgett replied that it has been a slow process; he was working on defining a new historic period which required specific attributes. He noted that he has an arrangement with Jay Kinsella to do some research, and to conduct personal interviews.</i> <i>Ms. Moore asked Mr. Blodgett about the pre-1950 period and Mr. Blodgett replied that he had found the work for that period that was previously completed by Brice Wood, which he stated was quite good.</i> <i>Ms. Barber asked for some clarification on a withdrawn application mentioned in the minutes.</i> <i>Mr. Blodgett explained that the applicant had withdrawn that application in order to redesign the project, and the project would be brought back for review once the redesign was completed.</i></p>																																			

<p>ITEM #5: 7:16 (17:47)</p>	<p>APPROVAL OF MINUTES April 27, 2022 special meeting; May 5, 2022 special meeting; May 10, 2022 regular meeting; May 17, 2022 special meeting <u>Motion to approve the minutes of the April 27, 2022, May 5, 2022, and May 17, 2022 special Council meetings and the minutes of the May 10, 2022 regular Council meeting</u></p> <table border="1" data-bbox="430 300 1357 401"> <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>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td>X</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG					X		HARVEY		X	X				MOORE			X			
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<p>ITEM #6: 7:17 (18:42)</p>	<p>PETITIONS FROM THE PUBLIC There were no petitions from the public.</p>																																			
<p>ITEM #7: 7:18 (18:53)</p>	<p>ORDINANCES AND RESOLUTIONS</p> <p>ITEM #7A: FIRST READING – ORDINANCE NO. 483, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 12-1, “TRAFFIC CODE,” OF THE JEROME TOWN CODE</p> <p>Council may conduct the first reading of Ordinance No. 483.</p> <p>Ms. Barber read the ordinance in title only.</p> <p>Ms. Gallagher said that one change was suggested by the Chief of Police, the addition of, “within a 24-hour period.”</p> <p>Ms. Moore asked if there were any comments from the public.</p> <p>Resident Suzy Mound said that she thought it was a good move because many businesses put their advertisements on their vehicle and then leave them where parking is needed for tourists, and that will be eliminated.</p> <p>Ms. Moore said the ordinance is the result of people complaining for years about sign clutter and distractions, which is not something they wish to promote, so she is in support.</p> <p>Ms. Barber commented that it is a step forward at reducing visual clutter.</p> <p>Ms. Gallagher noted that the second reading will take place at the July regular meeting.</p>																																			
<p>ITEM #8: 7:21 (22:22)</p>	<p>NEW BUSINESS</p> <p>ITEM #8A: INTERGOVERNMENTAL AGREEMENT WITH YAVAPAI COUNTY FLOOD CONTROL DISTRICT – DRAINAGE IMPROVEMENTS</p> <p>Council may approve an intergovernmental agreement with the Yavapai County Flood Control District that will provide \$130,000 in funding for drainage improvements.</p> <p>Ms. Barber said that we have had money set aside for this project and we are, “finally getting boots on the ground.”</p> <p>Ms. Gallagher explained that these fundswill help pay for the current drainage improvement project.</p> <p>Ms. Moore asked if there were going to be notices for the work because she felt it was important for areas impacted by the traffic to be made aware.</p> <p>Ms. Gallagher replied that Public Works had already distributed notices to homeowners in the impacted areas.</p> <p>Ms. Moore said that the work is much needed.</p> <p>Ms. Barber commented that funding for this project was a wonderful gift from the AZ Dept of Transportation and she was looking forward to the project’s completion.</p> <p><u>Motion to approve the Intergovernmental Agreement with Yavapai County Flood Control District-Drainage Improvements</u></p> <table border="1" data-bbox="430 1346 1357 1444"> <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>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td>X</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG					X		HARVEY	X		X				MOORE		X	X			
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<p>7:23 (24:18)</p>	<p>ITEM #8B: INTERGOVERNMENTAL AGREEMENT WITH ARIZONA DEPARTMENT OF TRANSPORTATION – CENTER AVENUE IMPROVEMENTS</p> <p>Council may approve an intergovernmental agreement with the Arizona Department of Transportation that will provide \$560,000 in funding for Center Avenue improvements.</p> <p>Ms. Barber read the agreement title and said it was much needed work for the town.</p> <p>Ms. Moore commented that many repairs to Center Avenue that required digging up the street had been postponed, hoping that this funding would become available, and now those could be completed.</p> <p>Ms. Barber said that Center Avenue is an important alternative route in an emergency, and the repair funds are a gift to the town for \$560,000.</p> <p>Suzy Mound asked, being a resident of Center and watching it slowly deteriorate, if she could be updated on what would be done.</p> <p>Ms. Gallagher replied that improvements will first involve fixing the utilities under the street, and then fixing the street itself.</p> <p>Ms. Mound asked if they would lose all the cobblestones during the repairs and Ms. Gallagher replied that they will preserve as much as they can.</p> <p>Ms. Mound said that it will be wonderful to keep some of the cobblestones; she is excited for the work although she noticed that people drive faster on the repaired streets. She thanked Council for working on Center Avenue.</p>																																			

	<p align="center"><u>Motion to approve Intergovernmental Agreement with Arizona Department of Transportation-Center Avenue Improvements</u></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 align="center">X</td> <td></td> <td align="center">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td align="center">X</td> <td></td> </tr> <tr> <td>HARVEY</td> <td></td> <td align="center">X</td> <td align="center">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td></td> <td align="center">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG					X		HARVEY		X	X				MOORE			X			
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<p>7:03 (4:17)</p>	<p>ITEM #8C: AGREEMENT WITH VERDE EXPLORATION REGARDING USE OF TOWN WATER Council may approve an agreement with Verde Exploration regarding terms for provision of town water to certain Verde Ex owned properties. Ms. Gallagher pointed out two small changes to the term sheet requested by the Town, and said that the Town Attorney has been working on the agreement with Verde Exploration. Ms. Harvey said that the agreement was straightforward, and she had no questions. Ms. Moore asked if the agreement was satisfactory to Verde Ex. Stephen Polk, attorney on behalf of Verde Ex, replied that the agreement was satisfactory, including the changes. He explained that he had the opportunity to meet with the Mayor, Councilmember Moore, Public Works Director Marty Boland, and Ms. Gallagher to go over this, and the intent is to reconnect some of the historic buildings. Vice Mayor Barber asked for clarification on if it would be three properties and three water meters. Mr. Polk explained there were two separate parcels, one of which was quite large. The water connections would be to the historic engineer's building, the assay office, and the mine yard. Ms. Barber thanked Mr. Polk for the clarification. Ms. Moore asked if there were three buildings, including one at the mine yard. Mr. Polk answered that the mine yard building is not currently functional, the connection would be at the edge of the property and they would extend it to the building.</p> <p align="center"><u>Motion to approve Agreement with Verde Exploration with Minor Changes to language</u></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 align="center">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td align="center">X</td> <td></td> </tr> <tr> <td>HARVEY</td> <td align="center">X</td> <td></td> <td align="center">X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MOORE</td> <td></td> <td align="center">X</td> <td align="center">X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG					X		HARVEY	X		X				MOORE		X	X			
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<p>7:27 (27:50)</p>	<p>ITEM #8D: ANNEXATION Council will discuss the process of annexation and consider whether to begin that process and for which areas. Ms. Barber asked the Councilmembers if they wanted to have the discussion without Dr. Dillenberg, or table the discussion to a later date to include him. Ms. Moore said she thought Dr. Dillenberg would be interested in looking at where they would draw the lines for annexation. She mentioned Dundee, Bell Road properties, and the sewer treatment plant, and said it should be possible to put together a map showing the areas they have talked about. Ms. Gallagher explained that, if they are not contiguous areas, the recommendation from the League would be a separate ordinance for each area. Ms. Moore replied that she thought the areas could be contiguous, and that they had considered it 20 years ago. Ms. Harvey said her concern is having the Jerome State Park in Jerome, as she had not found any information on including State Parks, and she would like clarification. Ms. Gallagher commented that county parks and state land have special treatment, but the State Park may not be considered to be in either of those categories. Ms. Moore explained that when they considered this last time, the State Park could not weigh in and had to remain neutral. Ms. Gallagher asked if they could be annexed, to which Ms. Moore replied "yes." Ms. Harvey added that was also her question, whether it could be annexed. Ms. Gallagher said that she would find out. Ms. Barber said they will continue the discussion at the next meeting.</p>																																			
<p>7:31 (31:48)</p>	<p>ITEM #8E: MICROBREWERY REGULATIONS Council will review regulations established in other towns for microbreweries and may direct staff regarding preparation of an ordinance to include similar regulations in the Jerome Town Code. Ms. Gallagher explained that the regulations from Patagonia, provided by engineer Mike Pace, was the only example they could find. She asked Henry MacVittie to review it, and he said that the regulations were extensive, and not all would apply to Jerome, but he would like them worked into a plan. He also said that a microbrewery's B.O.D. numbers can be high and put incredible stress on small treatments plants like ours in Jerome, so he was in favor of setting some regulations. Zoning Administrator Will Blodgett said that he had investigated microbreweries as well and he was not able to find many specific regulations. He investigated how they were zoned, and what applies to them, and they are generally zoned as industrial or heavy commercial. Many cities require permits for them to discharge their sewage. He spoke on several issues that are involved with sewage discharge and said that a lot of the solids can be removed through pretreatment. There are self-contained systems or other ways to mitigate the problems, but we would need to regulate them. Ms. Barber pointed out that the town is due for sewer upgrades, and she asked Ms. Gallagher how much the planned upgrade will cost, to which Ms. Gallagher replied "\$6.6 million."</p>																																			

	<p>(35:39) Ms. Harvey clarified that Mr. MacVittie had said that he read the numbers, which can be astronomically high and “put incredible stress on wastewater plants like the one in Jerome, both existing and future facilities,” so, even though the plant will be upgraded, a microbrewery could hurt it. She thanked Mr. Blodgett for his research.</p> <p>Ms. Gallagher asked if Council had direction for staff or if they would like to continue gathering information.</p> <p>Ms. Moore said she has legal questions about how to go about this as we will probably have other applicants for breweries and should be able to answer their questions. Also, she said, a microbrewery is different from a wine tasting room because they would be manufacturing. She said she has concerns about consistency on water and would like some questions answered before addressing it.</p> <p>Mr. Blodgett said he researched how several cities addressed the problem of fitting brewing and consuming into commercial types. Some towns limited production, similar to limits on wine tasting rooms, while other cities limited them to industrial areas. He offered to do a comparative analysis.</p> <p>Ms. Harvey said she was willing to volunteer some time to work with Mr. Blodgett.</p> <p>Ms. Barber said they will need clarification on whether a microbrewery was a commercial or industrial endeavor, and on how to protect the wastewater treatment plant.</p> <p>Ms. Harvey said it is very important to start this discussion.</p> <p>Ms. Moore asked if there was any public comment.</p> <p>7:39 (40:32) Suzy Mound said that it is important to protect residents and existing businesses because if infrastructure shuts down, everyone suffers. It is a high priority to protect infrastructure and water and to make decisions based on what is best for the community.</p> <p>Jera Peterson said that the issue of a microbrewery is a big endeavor, and we need to safeguard ourselves, because it is not meant for smaller systems created at the turn of the century. She said she agrees with the need to protect the town.</p> <p>Ms. Moore clarified that they tabled the recent microbrewery application for more information, it was not denied. She said things like this do need to be discussed publicly as there can be misunderstandings, and it is nice to be able to inform the public when there are reasons for denial. Ms. Moore said that Mr. MacVittie is better at giving numbers than she had been at the last meeting and, while a microbrewery may sound great on the surface, they need to be discussed to consider their impact.</p> <p>Ms. Barber said that public participation is nice because it allows Council to know how the voters feel. The people who volunteer to sit behind the dais try to do what is best for the town and the community. She explained that the report from Mr. MacVittie is part of the meeting and will be public record for people for anyone to see. They will have another discussion of the topic at the next meeting.</p>																																			
<p>ITEM #9: 7:44 (45:26)</p>	<p>TO AND FROM THE COUNCIL</p> <p>Council may direct staff regarding items to be placed on a future agenda.</p> <p>Ms. Moore mentioned that they had discussed having the next budget meeting at a later hour so that the public could attend and make comments. Also, at the last meeting they voted to purchase a house on Holly Avenue for the purpose of providing housing to town staff temporarily, and she was happy that they had begun dealing with housing.</p>																																			
<p>ITEM #10:</p>	<p>ADJOURNMENT</p> <p><u>Motion to adjourn at 7:46 p.m.</u></p> <table border="1" data-bbox="430 1224 1360 1325"> <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>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>DILLENBERG</td> <td></td> <td></td> <td></td> <td></td> <td>X</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> </tbody> </table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER	X		X				DILLENBERG					X		HARVEY		X	X				MOORE			X			
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APPROVE:



Dr. Jack Dillenberg, Mayor

ATTEST:



Brett Klein, Town Manager/Clerk

Date: 7/13/22