

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331 (928) 634-7943

MINUTES REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM TUESDAY, SEPTEMBER 8, 2020, AT 7:00 P.M.

ITEM #1:	
7:01 (1:25	a.

CALL TO ORDER/ROLL CALL

Mayor/Chairperson to call meeting to order.

Mayor Alex Barber called the meeting to order at 7:00 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 Dr. Jack Dillenberg, Mandy Worth, and Jane Moore. Also present were Zoning Administrator John Knight, Accounting Clerk Melanie Atkin, Fire Chief Rusty Blair, Public Works Director Marty Boland, Librarian Kathleen Jarvis, and Deputy Clerk Rosa Cays.

ITEM #2: 7:02 (2:01)

FINANCIAL REPORTS

Financial reports for August 2020

Motion to Approve the August 2020 Financial Reports

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

ITEM #3: 7:03 (3:23)

STAFF AND COUNCIL REPORTS

Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.

Ms. Gallagher read from her staff report: COVID continues to be the main issue. The Spirit Room reopened as a retail operation on Friday, September 4. Ms. Gallagher is preparing to submit paperwork to DEMA grant for reimbursement of COVID-related costs including masks, signs, and Zoom costs. She said 80 percent should be reimbursed. The Home Rule election results have been submitted to the State. Ms. Gallagher met with Marty Boland and Joe Brunner of Freeport-McMoRan regarding a few rockslides in town; Freeport is responsible for the one on Giroux, United Verde for the one on UVX Road, and the town will take care of the one near the firehouse. She also finalized the APS agreement regarding the solar panel setup at the 300-level parking lot. Ms. Gallagher has conducted all staff evaluations but one, shared recent employee anniversaries, and welcomed Evon Lopez to the town crew.

Mayor Barber reported that she had attended the August 20 Verde Front Leadership Council meeting and the August 21 GAMA meeting, and that earlier in the day she presented an award to Jane Moore for her service to the town and then listed several roles Ms. Moore has filled over the years. The mayor also said a letter from Ms. Moore detailing her work with water issues will be preserved as a permanent record. The Council gave Ms. Moore a round of applicate.

Councilmember Mandy Worth reported highlights from the League of Cities and Towns meeting from the previous week. She said the Resolutions Committee presented two resolutions that did not get approved: one regarding the Military Affairs Commission (submitted by Sierra Vista) and one regarding the Transportation, Infrastructure, and Public Works Policy Committee (Huachuca City), which posed the question, how can towns work with ADOT regarding safety when their roads go through their cities?

Ms. Worth then listed the four resolutions the Resolutions Committee did pass, one of which was submitted by Chandler regarding the establishment of a state affordable housing tax credit for new as well as redevelopment of existing structures. She said that at the business meeting, awards were given for different levels of service to municipalities. She listed the Verde Valley recipients. A Lifetime Membership award was given to Mark Mitchell of Tempe, whose father, Harry Mitchell, has also received the same award.

Ms. Worth said the Nominations Committee would be nominating new members to the Executive Committee in two phases. The first phase was accomplished at the business meeting. Phase two would be to fill vacancies of the committee, and applications will be accepted starting in December.

Dr. Dillenberg brought up the fatal accident on 89A on September 7 in which Officer Jody Makuch of the Cottonwood PD was killed. He asked that, as a town or council, condolences be sent to the family. Officer Makuch had done a lot of community work; he was struck head on by a drunk driver.

Ms. Worth said she had also asked Ms. Gallagher that condolences be sent. She talked about the honor watch that took place on Highway 260 and how she had gotten to know the officer at Mingus Union High School. Ms. Gallagher said that she would take care of sending condolences on the town's behalf.

Motion to Approve the August 2020 Staff Reports

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

ITEM #4: 7:22 (22:02)

ZONING ADMINISTRATOR'S PLANNING AND ZONING AND DESIGN REVIEW REPORT AND MINUTES

Minutes are provided for the information of Council and do not require action.

Zoning Administrator John Knight read from his staff report: the DRB meeting on August 31 included a great work session w/SHPO with good attendance including councilmembers and P&Z commissioners. He said that he and APS searched for surveys and essentially determined that there was no place to relocate the streetlight on School Street that Jerome homeowner Janet Bustrin wanted moved from her property. He suggested to Ms. Bustrin that she hire a local surveyor. Mr. Knight said it did not make sense to have a neighborhood meeting about that just yet. He mentioned that several code amendments were being addressed by the P&Z commission and listed them for the Council. He also announced that the community garden was coming along, with beds almost in place and the waterlines to be installed soon. He said the next garden workdays were Saturday, September 12 and 19 and encouraged participation. Mr. Knight said he has also been working with SHPO on a CLG grant, which would be discussed later.

ITEM #5: 7:25 (25:34)

APPROVAL OF MINUTES

August 11 regular meeting; August 20 special meeting

Motion to Approve the August 11, 2020 Minutes

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X		1	
DILLENBERG			X	1		
HARVEY	X		X	i		
MOORE			X			
WORTH		X	X			

Motion to Approve the August 20, 2020 Minutes

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

ITEM #6:

PETITIONS FROM THE PUBLIC

7:26 (26:27)

There were no petitions from the public.

ITEM #7:

UNFINISHED BUSINESS

7:26 (26:40)

ITEM #7A: COVID-19

Council will again discuss plans and timeline for reopening Town Hall.

Mayor Barber said the state mandated that municipalities reopen the courts as of July 14. She said the library planned to open on September 14, with access mostly outside, per Ms. Jarvis's staff report. She also reported that she and Ms. Gallagher had discussed reopening Town Hall and want to follow the Yavapai County supervisors' lead (they are not open yet). The mayor also stated that Jerome resident Leo Shakespeare is ready to start shuttling Jerome residents to Cottonwood on Wednesdays again. She reminded councilmembers that Town Hall is open for appointments and said she had received a call from a resident who asked that Town Hall be open so the town could be proactive regarding the upcoming elections. Mayor Barber asked Ms. Gallagher if any election-related activities take place in Town Hall, to which Ms. Gallagher answered no.

Ms. Gallagher said she checked with other towns to see what they're doing in response to the pandemic. She said Cottonwood was still holding their meetings via Zoom but was not sure if they had reopened their offices; Clarkdale has been open since mid-May but still meeting via Zoom; Sedona is open certain hours and will begin in-person meetings that evening (Sept. 8) with distancing and masks; Camp Verde is open by appointment only (doors are locked) and meeting via Zoom, but that this would be changing soon.

Vice Mayor Harvey said she was okay with the Wednesday shuttle restarting if the van is cleaned, masks are used, and that the number of passengers is limited. She also said she wants town staff to feel safe, the Town Hall doors being closed is working, and voting is in Clarkdale.

Dr. Dillenberg agreed with the vice mayor [audio issues here].

Ms. Worth said she attended a Cottonwood council meeting in August at the Cottonwood Clubhouse. She said they're social distancing and wearing masks, but the public still must participate remotely unless they're on the agenda. She pointed out that Town Hall business is running fine the way things are now, and as far as the shuttle is concerned, the residents use it, especially the elderly and those without their own transportation, so if Leo is comfortable with reinstating the shuttle then go ahead.

Dr. Dillenberg said sanitation is critical for the shuttle van.

Fire Chief Blair said what was most important is to keep some of the van windows open.

Ms. Moore said she watched the Cottonwood council meeting online; that it's hard to get a decent amount of public input on important issues when the Council is not meeting in person; and that perhaps Jerome Town Council could start holding their meetings in a similar way as Cottonwood beginning in October or November.

Ms. Worth said the town would need a larger space, perhaps the upstairs room at the fire station. She shared how Cottonwood handled the situation. Ms. Moore reminded her that meetings are booked on Tuesdays at the fire station.

Vice Mayor Harvey requested that information about the shuttle be posted on social media and at posting sites. Ms. Gallagher said she could also send something from the town website.

Mayor Barber said she understood Jane's concern but bringing the public in is the question.

Chief Blair said they have had social distancing at fire station meetings and can check temperatures and distribute masks, and that the only obstacle is that Tuesday night is when the NA meetings are held, so that slot is taken. He suggested scheduling the council meetings on Wednesdays for the time being.

(39:17) Jerome resident Danny Smith suggested holding the Council meetings at Spook Hall.

Chief Blair said Spook Hall does not have enough ventilation.

Mayor Barber pointed out that Spook Hall is not a town property and that it is owned by the Jerome Historical Society. She said she wasn't sure what they would charge to lease the space.

Ms. Gallagher said the fire station is a possibility, but that having an in-person meeting does not work with Zoom if the public is not allowed to attend. She reminded everyone that it in that scenario, it was difficult for the public to hear what was being said. She said until we can meet with the public in person, it would be best to continue the meetings via Zoom.

(41:23) John Bartell said having Town Hall offices closed sends a bad message. He said staff is already isolated and behind glass.

Ms. Worth said Town Hall is not really "locked up," that people can meet with staff by appointment. She said the locked doors keep random people from coming through and that It's a matter of controlling traffic. She said it is common for tourists to come through on a regular basis.

Mr. Bartell pointed out that the town crew, Chief Blair, the police are out with the public, and doesn't see the risk for town staff, and that it sends a bad message that government is closed.

Mayor Barber said the issue in Jerome is that everything is in one place at Town Hall. She said Mr. Bartell was making a valid point but that it was important that town employees feel safe especially since tourists come from everywhere to Jerome.

Ms. Worth suggested revising the language of the motion and not use the word "closed." Ms. Gallagher suggested "Town Hall shall remain locked."

Dr. Dillenberg asked if this meant the October Council meeting would be held via Zoom.

Ms. Gallagher suggested keeping the status of the upcoming Council meetings out of this vote.

Motion Approved to resume Wednesday shuttle service for residents, continue keeping Town Hall doors locked, and to revisit the item in October.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
8ARBER	X		X			
DILLENBERG			X			
HARVEY		X	X			
MOORE			X			
WORTH			Χ			

7:47 (47:24) | ITEM #7B: FRIENDS OF JEROME

Councilmember Jack Dillenberg will provide an update regarding the "Friends of Jerome" initiative.

Dr. Dillenberg updated the Council on his most recent meeting with Riester Advertising at which they discussed a strategy; Riester is also working on a website for Friends of Jerome. Riester suggested Jerome set up a working committee with representatives from a local restaurant, hotel, the historical society, even a chamber of commerce member to put a program together. Dr. Dillenberg talked about having local businesses donate products or services that could be raffled. He said the idea is to reach people who know and love Jerome, not necessarily attract new visitors to the town, and get them to donate or participate in ways to sustain the town. [audio issues here] Dr. Dillenberg went on to say that the business and art communities need to be engaged as well to move this along.

Ms. Worth said she liked the idea and said it sounded like Dr. Dillenberg was proposing a stakeholders committee. She thought there may be guidance in the town code on how these are formed. Ms. Worth said the committee could meet, come up with ideas and outreach, and report back to Council.

Mayor Barber volunteered her time to help with this project if no one else from Council planned to,

Ms. Gallagher mentioned that if a committee is to report to Council, it needs to be a posted, public meeting with minutes taken. If they report back to Ms. Gallagher, then these standards are not required.

Ms. Moore said this reminded her of the community service organization formed years ago in Jerome, where interested community members fundraised for the town; no man hours were taken from town staff. Ms. Moore had several questions: Is there a goal in mind? Where would the monies go, into the general fund? How much staff time would this take? Legally, what should the Town be concerned with? Does a 501c3 need to be formed, and who would do all this?

Ms. Worth asked Ms. Gallagher if this could be approached in the same way that the parking kiosks project was handled, with a small group of local citizens doing the footwork and presenting their findings. Ms. Gallagher said if they were not making a recommendation directly to the Council, yes. Mayor Barber clarified that the group would report to Ms. Gallagher who would then present to the Council.

Mayor Barber suggested Ms. Gallagher and Dr. Dillenberg talk with Town attorney Bill Sims about the legal aspects and have Dr. Dillenberg report back with a more complete outline.

Dr. Dillenberg said this is about sustainability of the town and tapping into cash infusion from people who want to help maintain and improve Jerome.

Mayor Barber said to make this a working group that reports to Ms. Gallagher, who would then present to the Council. She asked Dr. Dillenberg to bring back another update at the next meeting.

Dr. Dillenberg said he would do this and meet with folks in town to form a working group.

ITEM #8:

NEW BUSINESS

7:59 (59:09)

ITEM #8A: USE OF WILDLANDS REVENUES

Council will consider a request by the Fire Chief and Public Works Director to utilize a portion of recently earned wildlands revenues toward the purchase of a Polaris for use by Public Works.

Chief Blair said they would need \$15k, not \$10k, after pricing out what's on the market.

Motion Approved to use \$15,000 of wildlands revenues toward the purchase of a Polaris for Public Works.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			· · · · · ·
DILLENBERG	Х		Х		1	
HARVEY			Х			
MOORE		Х	X			†
WORTH			X	T		

8:00 (1:00:54)

ITEM #8B: HONEYBEES IN JEROME

Council will discuss recent complaints regarding a proliferation of honeybees in our downtown area, and what might be done to mitigate that.

Mayor Barber said the bees are storing up for winter, and because of the hot summer, they've been swarming.

She asked Ms. Gallagher if she had received any complaints.

Ms. Gallagher said she had not received any direct complaints, but Ms. Worth and Dr. Dillenberg both said they had received complaints.

Ms. Worth has received complaints from businessowners between the police station and the Flatiron. She said it has affected safety and the ability to do business and to even move down the sidewalk.

Chief Blair said we have not had rain, so the bees are going for any water or sugar they can get. He said there is not much that can be done to control the bees. The trash cans and recycle bins are drawing the bees.

Mayor Barber said there is a local bee steward who can relocate hives.

Vice Mayor Harvey said she cannot walk out her front door without being swarmed. She said they're not stinging, but they are aggressive. The vice mayor has spoken to business owners and knows of one who has been stung seven times (resident Danny Smith chimed in and said his wife LaDonna has now been stung a dozen times). Vice Mayor Harvey said the excessive bees are due to hives located from the police station down to the Chinese steps (near the Haskins Apartments), and to have beehives in the commercial district is a problem. She said the bees are more aggressive than usual.

Dr. Dillenberg said hives must be moved at least five to ten miles away, ideally ten miles. He said there is a business in Cottonwood that could possibly help Jerome.

Ms. Worth said the bees swarming are aggressive and not honeybees. She asked if it was possible to mitigate just the aggressive ones.

(1:10:16) Mr. Smith said they have had their business on Main Street for 30 years, and that there seems to be more bees in the last couple years. He said a hive in the Haskins Apts. had to be destroyed because the bees were so aggressive, and that someone is keeping hives within 150 yards of the commercial district. He said other towns have something in their codes to address beehives. Mr. Smith mentioned that he saw the town crew take the trashcans across the street to clean them because no bags are used, which could help. He said he didn't think hives should be in town.

Public Works Director Mary Boland said he has noticed quite a few bees at the cans as well, but that trash bags would be a waste—the town has tried using them in the past and they get pushed down and buried by the trash. He said the crew will clean the trashcans every couple of weeks.

Ms. Moore asked Mr. Smith if it made a difference to move the trashcans across the street.

Mr. Smith said there were no trash cans by his door, but it helped Mike Caruso at the rock shop, who did have a can by his shop entrance. Mr. Smith listed a few other ways he has tried to detract the bees, but he said the real problem is the bees on the sidewalk chasing tourists and not being able to be outside without being swarmed. Mr. Smith said he didn't know of a solution other than to get rid of the hives in the business district.

Ms. Worth suggested finding out what other municipalities are doing in the Verde Valley or even other pedestrian-friendly towns like Bisbee, Winslow, or Tombstone.

Mayor Barber agreed and asked Ms. Worth if she wanted to table the item, who said it was hard to decide or implement anything without solid information.

Ms. Gallagher noted that an ordinance prohibiting beekeeping in Jerome was rescinded by Council a few years ago.

Ms. Worth said she was proposing a best-practice situation, not necessarily prohibiting beekeeping.

Vice Mayor Harvey said it was 2016 when the beehive ordinance was rescinded, but since then, it seems that the bee problem has gotten worse. She said allowing hives in a one-square-mile town is probably not wise.

Mayor Barber spoke about the rescinded ordinance [audio issues here] and said the hot weather has exacerbated the bee problem.

(1:22:00) John Bartell shared that there are two types of bees: honeybees and a strain of Asian bees, which are the aggressive ones that don't hive. Mr. Bartell pointed out that prohibiting hives will not get rid of the swarming bees.

Ms. Worth asked that more scientific and policy information be collected and presented and asked for input from residents on their experience with the bee problem.

8:24 (1:24:12) | ITEM #8C: HISTORIC PRESERVATION FUNDING

Council will discuss and may approve applying for historic preservation funding through the State Historic Preservation Office (SHPO).

Mr. Knight talked about the certified local government (CLG) grant, or pass-through grant, for which Jerome would be eligible. Awards range up to \$20K. He suggested that creating design guidelines could be funded, something Jerome could use assistance with for commercial and residential districts. Mr. Knight said the last time Jerome received a pass-through grant was 1986, and that SHPO believes Jerome is an ideal grant candidate. He said he had a good discussion with the SHPO staff, who are very supportive and offered assistance. Mr. Knight said he also met with Councilmember Moore, and that Jerome would have to match 40 percent with cash or labor.

Ms. Moore said the SHPO work session she attended on August 31 reflected for her the importance of Jerome's historic value. She said that at the work session, DRB members had questions about judging design, so she sees the importance of having design guidelines and ordinance updates. She had asked questions that were answered about the grant application, including the 40 percent match or \$8K, which could be paid in kind with staff labor, and that legal costs could also be considered part of the match. Ms. Moore said she understood that the project would need to be done in a year and that there were no opportunities for extension, although Mr. Knight said Jerome could possibly get a two-year extension, per SHPO. She said the guidelines would be for specific neighborhoods and their respective architecture; to preserve houses in danger of demolition due (or not) to neglect; and could address new construction and additions to existing structures.

Mr. Knight confirmed what Ms. Moore said, but pointed out that the match is 40 percent, so it would actually be \$13,334. He reiterated that it was a worthwhile process and will require a time commitment.

Ms. Worth said she doesn't like to leave money on the table, especially from SHPO. She said the town's guidelines are lacking and antiquated and could use updating. She said that working with SHPO would help in seeking out other grants, tax assistance, and rehabilitation projects. She said she would prioritize design guidelines but that an inventory of historic buildings needs to be conducted again, which hasn't been done since 1980.

Ms. Moore noted that Jerome received a SHPO grant around 2006 or 2007 to do an updated inventory of historic buildings. She said the Jerome Historical Society (JHS) has that inventory.

Mr. Knight said the 2007 inventory is at Town Hall, is being scanned, and is probably good for awhile.

Mayor Barber said she had heard the historical society had an historic overlay map from 1978 and reached out to JHS about it.

Mr. Knight said the overlay boundaries were brought up at the SHPO work session and that they were not coterminous with the town limits because the historic district boundaries were determined before the town limits were established. He said the overlay map goes beyond the town limits.

Mayor Barber asked Mr. Knight if more time needed to be spent on an updated inventory of historic structures or if the focus could be on town guidelines.

Mr. Knight suggested focusing on the design guidelines and do a new inventory in the future.

Ms. Worth clarified her earlier question: Within the guidelines, could something be included that required an update on the inventory on a regular basis, perhaps done in sections?

(1:38:35) John Bartell shared that hoops already exist in doing anything to improve property, like going before DRB and P&Z and getting permits. He said adopting guidelines is adding burdens to every person in town. He said that if the Council wanted to go forward with this, they need to tell the public. He said "it's good to go for the money" but that it

was just more hoops for property owners to jump through. He said most people who come here and buy property have good intentions.

Mayor Barber said Mr. Bartell made a valid point, but that Jerome is a national historic landmark and the ordinance is "clear as mud." She said the guidelines are needed not to make it harder for people but to protect the town's historic status, that it was a balancing act to preserve a quality of life for the residents as well as to keep Main Street viable for business owners.

Mr. Bartell said he has done the research and that Jerome is not in jeopardy of losing its historic status. He said it did happen years ago, but that was someone's fault who worked for town. Mr. Bartell offered to present evidence of the safety of Jerome's historic status at the next Council meeting.

Motion Approve to apply for historic preservation funding through SHPO

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X	î .		
DILLENBERG			X	1		
HARVEY		Х	X			
MOORE			X			
WORTH		i	V V			

ITEM #9; 8:44 (1:44:11)

TO AND FROM THE COUNCIL

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

Dr. Dillenberg said he met with folks from Verde Exploration at the high school to discuss opportunities, and that they're looking at a possible collaboration to maximize the space and possibly build out a theater. He said they're also looking at the engineering building as a potentially usable space. Dr. Dillenberg also brought up the water usage in Jerome. He said one thing that has bothered him is that Jerome is providing water to Clarkdale residents. He asked if the town could explore the possibility of adding charges to those people—and that it's legal to do. He said he wanted this to be discussed and come up with a fair price to charge, perhaps by how much pipeline footage is being maintained to deliver the water. He said the "Jerome Museum" (Douglas Mansion) should also be charged more since they're outside of town.

Ms. Moore said she wanted to discuss the sewer treatment plant and get an update on the project,

Ms. Worth said she would like to discuss the town code regarding postings. She also reminded everyone that school consolidation will be on the ballot in the November election, and that it will affect not just students but Jerome's property owners, property taxes, etc. She said the Council and constituents need to get factual information and would like to invite pro and con committees regarding the consolidation to present at the next Council meeting.

Mayor Barber said the Jerome Police Department would like a thank-you letter sent to Vince's Autobody, who did work for free on the Ford Explorer that was damaged after hitting a deer on a call. She reminded staff about sending condolences regarding Officer Makuch and brought up Ms. Worth's idea of a letter to new property owners and tenants and offered to work with her on it.

ITEM #10:

ADJOURNMENT

Motion to Adjourn at 8:51 p.m.

COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN
BARBER			Х			
DILLENBERG		T	X		-	
HARVEY	X		X			-
MOORE			X			
WORTH		Y	V			

APPROVE:

ATTEST:

hristina "Alex" Barber, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: 10.14.70