

TOWN OF JEROME

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

AGENDA

SPECIAL MEETING OF THE JEROME TOWN COUNCIL COUNCIL CHAMBERS, 600 CLARK STREET, JEROME, ARIZONA THURSDAY, FEBRUARY 3, 2022 AT 10:00 A.M.

Notice is hereby given pursuant to A.R.S. 38-431.02 that members of the Town Council will attend this meeting.

ITEM #1:	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
ITEM #2:	INTERVIEWS WITH ZONING ADMINISTRATOR APPLICANTS Council will interview applicants for the position of Zoning Administrator/Code Enforcement Officer. Following the interviews, Council may convene in executive session for discussion, pursuant to A.R.S. § 38-431.03 (A)(1).	<i>Sponsored by Mayor Jack Dillenberg Discussion; Possible Action</i>
ITEM #3:	ADJOURNMENT	

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before _____ on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk.

970 Gulch Road, side of Gulch Fire Station, exterior posting case
600 Clark Street, Jerome Town Hall, exterior posting case
120 Main Street, Jerome Post Office, interior posting case

Rosa Cays, Deputy Town Clerk



Founded 1876
Incorporated 1899

TOWN OF JEROME, ARIZONA
POST OFFICE BOX 335, JEROME, ARIZONA 86331
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EMPLOYMENT APPLICATION

Date: January 31, 2021

Applicant Name: George Vernon Gehlert

Mailing Address: [REDACTED]
Cottonwood, AZ 86326

Contact Phone: [REDACTED] Email Address: [REDACTED]

Date you can start work: 3-1-21 Do you have the legal right to work in the U.S.? Yes

Position applied for: Zoning Administrator Age if under 18 years old: _____

Have you worked for the Town of Jerome before? No If yes, when: _____

Do you have a valid Arizona driver license? Yes Commercial driver license? No

Have you ever been employed under another name? No If yes, list: _____

Have you ever been discharged from employment? No If yes, explain: _____

Do you have any relatives working for the Town of Jerome? No

If yes, who: _____

Are you able to perform the essential functions of the position you have applied for, with or without accommodation? Yes

If no, explain: _____

WORK HISTORY beginning with the most recent employer:

Name of Company: City of Glendale, AZ (3+ yrs)

Address: 5850 W Glendale Ave., Glendale, AZ

Job Title: Senior Planner Supervisor: Jamsheed Mehta

Phone #: 623-930-2585 May we contact employer? Yes

Describe duties performed: Managed review of development applications for annexations, zone changes, subdivisions, use permits, variances

Reason for leaving: Too much commuting. and Design Review

Department of Defense

Name of Company: U.S. Naval Facilities Engineering Command

Address: PSC 455, Box 195 FPO AP 96540-5101, Santa Rita, Guam

Job Title: Community Planner Supervisor: Matt Morris

Phone #: 928-821-3416 May we contact employer? Yes

Describe duties performed: Completed Base Plan for Andersen AFB, project summaries for congressional approvals; and facility inventories

Reason for leaving: They wouldn't let me go home often enough.

30 months on a rock out in the sea was long enough.

Name of Company: City of Cottonwood

Address: 111 North Main Street, Cottonwood, AZ 86326

Job Title: Comm. Dev. Dir. Supervisor: Brian Mickelsen / Doug Bartosh

Phone #: 928-634-5505 May we contact employer? Yes

Describe duties performed: Supervised Plng/Bldg Dept (Staff of 7)

Managed Community Plan process and review of all new development. Including hearing review process. Code Enforcement/ BOA

Reason for leaving: Retired (80 pts) after 16 yrs with Cottonwood.

Also worked for Yavapai County Plng 8 yrs.

EDUCATION: High School, College, University, Business, Vocational or Technical

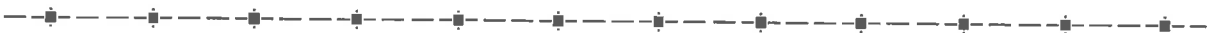
Name of School: Northern Arizona University

Location: Flagstaff, AZ

Area of study: Geography / Land Planning

Degree awarded: B.S. Professional license or certification: AICP

License / certificate #: N/A Expiration date: On-going Licensed in AZ N/A



Name of School: Scottsdale Community College

Location: Scottsdale, AZ

Area of study: General

Degree awarded: NO Professional license or certification: N/A

License / certificate #: N/A Expiration date: N/A Licensed in AZ N/A



Name of School: Genesee Community College / Notre Dame H.S.

Location: Batavia, NY

Area of study: College Prep

Degree awarded: HS Professional license or certification: N/A

License / certificate #: HS Diploma Expiration date: N/A Licensed in AZ N/A



SKILLS: Please list any additional skills or information relevant to the position for which you are applying:

Technical Writing, GIS, Basic Computer Skills, Spreadsheet

Some graphic arts capability

The Town of Jerome supports a drug-free work environment through pre-employment drug testing.

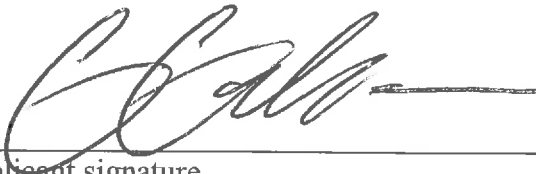
EOE / F / M / D / V

AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Town of Jerome to provide equal opportunity employment. Selection and employment of applicants shall be made on the basis of qualifications without regard for disability, national origin, race, color, religion or sex.

**Read the following statement carefully.
The application is invalid unless signed by the applicant.**

I hereby certify that the facts set forth on this application are true and complete and that any misrepresentation, falsification, or willful omission shall be sufficient reason for refusal of employment. I authorize the Town of Jerome to investigate all information contained in this application including contacting employers. I also grant permission to any previous employer to disclose any and all information concerning my previous employment. I understand if I am interviewed or selected as a finalist with the Town of Jerome, my application will be considered "public record" and may be subject to publication.



January 31, 2021

Applicant signature

Date

After employment, information will be sent to e-verify as well as Arizona New Hire.

All applications are kept on file for six months.



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EMPLOYMENT APPLICATION

Date: January 24, 2022

Applicant Name: Edward M Arico

Mailing Address: [REDACTED]
Clarkdale AZ 86324

Contact Phone: [REDACTED] Email Address: [REDACTED]

Date you can start work: 2/7/2022 Do you have the legal right to work in the U.S.? Yes

Position applied for: ZONING ADMINISTRATOR/CODE ENFORCEMENT Age if under 18 years old: _____

Have you worked for the Town of Jerome before? No If yes, when: _____

Do you have a valid Arizona driver license? Yes Commercial driver license? No

Have you ever been employed under another name? _____ If yes, list: _____

Have you ever been discharged from employment? No If yes, explain: _____

Do you have any relatives working for the Town of Jerome? No

If yes, who: _____

Are you able to perform the essential functions of the position you have applied for, with or without accommodation? Yes

If no, explain: _____

WORK HISTORY beginning with the most recent employer:

Name of Company: Faegre Drinker LLP

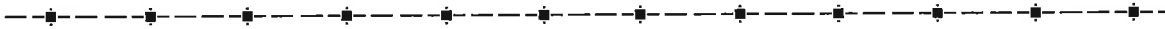
Address: 105 College Rd East Princeton NJ

Job Title: Tech Support Analyst Supervisor: Scott Finklestien

Phone #: 215-988-2765 May we contact employer? Yes

Describe duties performed: RESUME ATTACHED

Reason for leaving: Relocated to Arizona



Name of Company: _____

Address: _____

Job Title: _____ Supervisor: _____

Phone #: _____ May we contact employer? _____

Describe duties performed: _____

Reason for leaving: _____



Name of Company: _____

Address: _____

Job Title: _____ Supervisor: _____

Phone #: _____ May we contact employer? _____

Describe duties performed: _____

Reason for leaving: _____

Edward M. Arico



Having Recently relocated to Clarkdale AZ; I'm looking to put my lifetime of experiences to good use. I've spent nearly 40 years in the IT field, I've also worked as a Bartender for 30 years, and also served on my municipal Zoning Board for 12 years while maintaining a NJ Real Estate license. These positions have provided me with an education that can not be taught in a classroom. I enjoy personal interaction and getting out into the community. Although most of my experience is in the IT field that hardly defines me a person. Knowing that I'd be moving to Yavapai County I began following the Boards and Commissions of my future home for the past three years so I could have a better understanding of the Community and its historical nature.

Retired from The State of NJ Office of the Public Defender in 2014 where I worked for more than 30 years, I represents the highest level of customer service, technical prowess, and project management acumen that maturity and experience creates.

On three separate occasions acted as the project coordinator for Statewide upgrades at the Office of the Public Defender for a user community of 1300 users. I was also able to secure relationships with several vendors, including Dell, Microsoft Cisco. One of my many responsibilities was as an Asset Manager overseeing Enterprise Licensure and Hardware Distribution throughout 30 locations. I have managed Help Desk and Desktop Resources as well as acted as the main contact for offsite data management.

Membership:

Mercer County Association of Realtors

Education: Associates Degree in Computer Science from Mercer County Community College 1983



Leadership/Management Skills:

- Experienced, motivated professional with broad and diverse technical and managerial skills. Rapidly develops a comprehensive understanding of the client's needs and how to best fulfill them.
- Possesses an in-depth understanding of network functionality and the acumen to know what corrective measures must be taken whether addressing issues on a local or large environment.
- Evaluates contract proposals and negotiates Statements of Work prior to supervising large-scale projects
- Reduces costs by strictly defining the scope of projects with an eye toward saving the organizations time and money.

Area of Expertise

Helpdesk Management
User Support & Training
Database Management
Vendor Negotiation

Project Management
Communications Skills
Data Analysis
Documentation

Problem Resolution
Customer Service
Asset Management

Technical Proficiencies

Platforms: Office 365, Active Directory, Windows 7/8 &10
Hardware: Windows PC's, Laptops, I-phone, I-pad, Android and Blackberry, Printers, Scanners
Applications: Microsoft Office, Team Viewer, Spice-Works, Remote Desktop, Log Me In, Adobe Pro XI, AVG.

PROFESSIONAL EXPERIENCE:

Zoning Board of Adjustment Hamilton NJ (Mercer County)
Vice Chairman (*Uncompensated Civic Duty*)

January 2008 – January 2021

- Responsible for the review of applications for variances from Zoning Ordinances
- Make decisions on applications seeking relief from structural setback, lot size and area restrictions within the Township
- Consider requests for Preliminary and Final Site Plan and Variance approvals
- Interpret unclear provisions in the zoning ordinance
- Make findings on nonconforming uses and structures

Faegre Drinker Biddle & Reath LLP
Technical Support Analyst (Princeton)

October 2016 – July 2021

- Troubleshoot and resolve end-user computing issues related to desktop hardware and software
- Work directly with end users to provide quick service restoration and subsequent updates regarding final resolution
- Manage and coordinate hardware shipments, conduct inventories, and configure, install a variety of computer hardware and equipment
- Work with other offices to coordinate installation, delivery, setup and configuration of computer hardware and software
- Provide input into cross-functional IT groups to ensure a consistent, stable firm image and imaging process
- Ensure that technical knowledge and inventory records are consistently maintained and updated
- Place and manage service calls to vendors for system and application support
- Participate in Support on-call rotation

Gibson Technologies @ City of Trenton
Network Technician

April 2016 – October 2016

- Travel to all City wide site locations when necessary. Assisting users with Desktop issues. Face to Face or remotely using TeamViewer. Log all IT calls in Spice-Works ticketing system.
- Upgrade users MS Office Suite and Export local Outlook account to Exchange server.
- Manage site backups. Manage Active Directory and Exchange accounts for new and existing users.
- Install printers configure Scanning options to network folders and email.
- PC and Hardware Repair
- Created asset tracking database. Troubleshoot 3rd party software issue with vendors.

Family Resource Network
IT & Network Coordinator (Part Time)

November 2014 – April 2016

- In a one man shop handles all IT related inquires. Supporting 100 user accounts at four locations. Manage Help Desk, Active Directory along with all Microsoft office products in addition to various other internal applications. Support all users either Face to Face or remotely via Log Me In. In addition to maintaining a knowledgebase by writing tutorials and training manuals.
- Upgraded all agency computers to MS Office 365. Administered Office 365 portal, Installed new anti-virus protection on all computers. Deploy new workstations and printers. Manage VoIP system.
- Designed/created an Access inventory database to manage and track assets, Designed inventory control/tracking forms. Assisted other departments with their internal controls forms and design
- Wrote agency IT policy, Reviewed and Evaluated contract proposal. Secured volume pricing. Managed software licensing, Order new equipment based on maintenance replacement plan.
- Manage Verizon Wireless accounts for all mobile devices, Negotiated monthly billing costs. Acquired device recycling contract which deposits funds into existing Verizon account.
- Assists Contracted IT Vendor in maintaining system continuity by reviewing network performance statistics, creating backup schedules, coordinated server upgrades.

State of NJ Department of Treasury
Office of the Public Defender
Data Processing Analyst

July 1998 – October 2014

- Managed Helpdesk and all Hardware & Software Assets
- Managed all 30 site backups using Vault Logix. Restored and salvaged data utilizing off site backups
- Responsible for all Access database projects.
- Responsible for in house forms design using Adobe Acrobat Professional
- Coordinated State wide computer upgrades for 30 Locations Distributing Laptops and PC's for 1,300 users.
- Worked closely with outsourced vendors by providing schedules and site information as well as organizing Hard Drive Degaussing In addition to overseeing warehousing for all old equipment in accordance to OIT standards for disposal
- Performed as a negotiating agent in certain procurement talks and manage assignments of vendor companies.
- Implement policies and procedures for users and system support. Conduct in house training
- Assisted the Director of MIS in research, review and evaluation of large scale IT systems and current and emerging hardware and software. Assisted in the design and upgraded of LAN/WAN components for 30 sites.

EDUCATION: Associates Degree in Computer Science from Mercer County Community College 1983,

Princeton School of Real Estate 2007

Real Estate License (NJ)

Certification in land usage, Member of Hamilton Township Zoning Board of Adjustment 2008- 2020

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EOE / F / M / D / V


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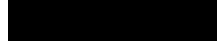
Cover letter from Indeed.com:

Good afternoon, or morning, whenever this reaches you! My name is William Blodgett, and I am recently relocated to Camp Verde after over a decade of running around the Mojave desert. I started my early career, while in school as a planning intern/tech, working mostly with CEQA and assisting on General Plan updates for many cities in east Los Angeles. Gradually I moved into field Archaeology and cultural resource preservation, with a break in that career during the great recession. During this break I became the Regional manager for Patrolmasters/Patrol One, a large patrol /HOA and parking enforcement company in Southern California. I've towed many cars! While I may not be the perfect fit, I feel I might have a diverse enough set of skills, and a can-do attitude that would be a benefit to your team. I look forward to possibly hearing back from you.

William Blodgett

Camp Verde, AZ

williamsblodgett2q9g_fuc@indeedemail.com



Work Experience

Archaeological Crew Manager

Applied EarthWorks, Inc., - Topock, California

January 2019 to December 2022

Collection Consultant

Private Artifacts - Idyllwild, CA

January 2014 to December 2014

Cultural Resources / Planning Technician, Blodgett

Baylosis, Inc. Environmental Planning - Hacienda Heights, CA

January 2007 to December 2009

Archaeological Assistant

Agua Caliente Tribal Historic Preservation Office, - Palm Springs, CA

January 2007 to December 2007

Archaeological Technician

The Keith Companies - Palm Desert, CA

January 2004 to December 2005

Cultural Resources / Planning Technician, Blodgett

Baylosis, Inc. Environmental Planning - Hacienda Heights, CA

January 2002 to December 2004

Archaeological Field Technician

Dudek Inc. - Encinitas, CA

Archaeological Field Technician

Applied EarthWorks, Inc., - Hemet, CA

Education

Undergraduate in Archaeology

University of Leicester

2009 to 2011

Mt. San Antonio College

2007 to 2009

College of the Desert

2003 to 2004

Skills

- Archaeological monitoring
- Archaeological Survey
- Site Updates & Recordation Years of Experience
- 19 Mr. Blodgett is an archaeological technician with 19 years of archaeological field experience in California. and Arizona.

Certifications and Licenses

Hazardous Waste Operations & Emergency Response Training

CPR Certification