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# TOWN OF JEROME

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## MINUTES

### REGULAR MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, MARCH 11, 2014 AT 7:00 P.M.

<p><b>ITEM #1:</b></p>	<p><b>CALL TO ORDER/ROLL CALL</b></p> <p>Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.</p> <p><i>Mayor Check called the meeting to order at 7:03 p.m.</i></p> <p><i>Town Manager/Clerk Candace Gallagher called roll. Present were Mayor Nikki Check, Vice Mayor Lew Currier and Councilmembers Randall Hunt, Anne Bassett and Bill Phinney.</i></p> <p><i>Other staff in attendance at roll call included Finance Director Rebecca Cretti, Head Librarian Kathleen Jarvis, Zoning Administrator Rebecca Borowski and Deputy Town Clerk Rosemarie Shemaitis.</i></p>
<p><b>ITEM #2:</b> <b>7:04 pm</b></p>	<p><b>PLEDGE OF ALLEGIANCE</b></p> <p>Mayor/Chairperson to lead the Pledge.</p> <p><i>Mayor Nikki Check led the Pledge of Allegiance.</i></p>
<p><b>ITEM #3:</b> <b>7:05 pm</b></p>	<p><b>STAFF REPORTS</b></p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Representative, Public Works Department, Building Inspector, Library, Police Chief and Fire Chief.</p> <p><i>Councilmember Hunt noted that the Manager's report indicates that the new Hull Avenue handicapped space should be completed by the end of the month. He asked if that will include the repainting (to blue) of our existing handicapped spaces. Ms. Gallagher said that she is hoping it will – she has asked the crew to take care of that. She also explained that the space won't actually be on Hull Avenue because there is only parallel parking there, and not enough width to accommodate a handicapped space. It will be placed instead in the Middle Park parking lot.</i></p> <p><i>Mayor Check noted that Ms. Gallagher has informed her that the easement for the sidewalk from the 300 level parking lot is now in the hands of the Board of Supervisors, who will be voting on it at their next meeting<sup>1</sup>.</i></p> <p><i>Vice Mayor Currier asked Ms. Jarvis about an item in her library staff report referencing 178 "transits." Ms. Jarvis explained that the term "transits" refers to books, videos, etc., that are circulated out of the Jerome library to one of the other 19 public libraries in Yavapai County through the inter-library loan system. She added that our library receives at least as many transits as it sends out.</i></p> <p><i>Regarding the Fire Chief's report, Councilmember Bassett commented that she is glad to see that Lief Pederson will be receiving his engine boss certification, and asked how long it would be before that happens, and whether we currently have an engine boss. Ms. Gallagher responded that we do not have an engine boss at present, and she does not know how soon Mr. Pederson will be certified.</i></p> <p><i>Ms. Bassett if the water hammer problem which had resurfaced recently had been resolved. Ms. Gallagher said that we flushed the fire hydrant there, which should have taken care of the problem. She hasn't heard anything since.</i></p> <p><i>Regarding the Public Works Director's report, Ms. Gallagher confirmed for Ms. Bassett that two 300 feet sections of 6-inch sewer line (near the Powder Box Church and just below Douglas Road) were replaced by our crew. That area has been a problem for a long time, and Ms. Bassett said that she</i></p>

<sup>1</sup> Clerk's update/clarification (3/31/14): The Board of Supervisors has approved the extinguishment of that easement, and it has been sent to the Recorder's office for recording. Once the recorded document has been received, the Town will be able to execute the approved easement agreement with Freeport-McMoRan. (The County's extinguishment was needed first.)

	<p>was pleased that it has been fixed.</p> <p>Councilmember Phinney asked what the construction job was on SR 89A near Gary Shapiro's driveway. Ms. Gallagher explained that the Crew is replacing a sewer line there.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>accept the staff reports</b>. It was seconded by Councilmember Bassett and <b>approved by all with 5 ayes, 0 nays and 0 abstentions</b>.</p>
<p><b>ITEM #4:</b> <b>7:10 pm</b></p>	<p><b>FINANCIAL REPORTS</b></p> <p>Issued checks and Budget to Actual reports for the month of February 2014. Figures included therein are presumed accurate as of the report's preparation date, but are subject to adjustment as further information is gained.</p> <p>Vice Mayor Currier commented on the memo from Ms. Cretti reporting that Chase Bank has now been phased out and all Town funds have been moved to the National Bank of Arizona and the Arizona State Credit Union. He said that he is okay with that.</p> <p>Mayor Check thanked Ms. Cretti for the memo.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>accept the financial reports</b>. It was seconded by Councilmember Phinney and <b>approved by all with 5 ayes, 0 nays and 0 abstentions</b>.</p>
<p><b>ITEM #5:</b> <b>7:10 pm</b></p>	<p><b>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</b></p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Vice Mayor Currier commended Ms. Borowski for the quality of her report.</p> <p>Councilmember Bassett asked if the lights that were approved on Hill Street would be incandescent. Ms. Borowski replied that the lights there will be the same as all the others.</p> <p>Vice Mayor Currier asked if Brice Wood had stepped down as chair of the Design Review Board. Ms. Borowski confirmed that he did, and added that Deni Phinney was voted in as the new chair.</p> <p>Mayor Check referenced the <u>Practicum Proposal for Implementing a Tourism Management Element in the General Plan</u>, which had been prepared by our intern, Kathrine Nunn. She said that it was nice to see that, and asked if there is a next step. Ms. Borowski replied that Ms. Nunn will be back in a couple of months and will report on any progress at that time. Ms. Borowski added that she will report to Council regarding Ms. Nunn's updates. Vice Mayor Currier asked Ms. Borowski if she is on the committee that oversees Ms. Nunn. Ms. Borowski replied that she is, and Mr. Currier said that he would like to talk with her about that.</p> <p>Regarding Ms. Nunn's report, Councilmember Bassett said that this is the first time in her experience that an outside person coming in has had "accurate, reasonable and workable stuff" going on in their report, which, she said, is a "huge compliment."</p>
<p><b>ITEM #6:</b> <b>7:12 pm</b></p>	<p><b>COUNCIL MEETING MINUTES</b></p> <p>December 17, 2013 Special Meeting; February 11, 2014 Regular Meeting</p> <p><b>December 17, 2013</b></p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>accept the minutes of December 17, 2013</b>. It was seconded by Councilmember Bassett and the <b>motion passed with 4 ayes, 0 nays and 1 abstention by Councilmember Phinney</b>.</p> <p><b>February 11, 2014</b></p> <p>Ms. Gallagher referenced a correction on page 8, under To and From the Council, regarding a statement by Ms. Bassett regarding APS. After brief discussion, it was agreed to change the wording of the sentence that reads: "APS could charge an extra dollar or so . . ." to indicate that APS could <u>pay the Town</u> a dollar or two per meter for the Town to read the meters for them.</p> <p>Vice Mayor Currier asked if all the Town's electric meters have been opted out of Smart Meters, and Ms. Gallagher responded that they have. He and Ms. Bassett thanked the staff.</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>accept the minutes of February 11, 2014, as amended</b>. It was seconded by Councilmember Bassett and <b>approved by all with 5 ayes, 0 nays and 0 abstentions</b>.</p>
<p><b>ITEM #7:</b> <b>7:16 pm</b></p>	<p><b>PETITIONS FROM THE PUBLIC</b></p> <p>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda but the subject matter must be within the jurisdiction of the Council. All comments are subject to</p>

	<p>reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the microphone, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</p> <p><i>There were no petitions.</i></p>
<p><b>ITEM #8</b> 7:16 pm 7:25 pm</p>	<p><b>ORDINANCES</b></p> <p><b>ITEM #8A: FIRST READING - ORDINANCE NO. 410, An Ordinance to Amend Sections 104 C., 105 C., And 106 D. of the Town of Jerome Zoning Ordinance to Provide That Chairs and Vice Chairs of the Planning and Zoning Commission, Board of Adjustment and Design Review Board May Only Serve Two Consecutive One-Year Terms, and Amending Section 106 B. Regarding Membership of the Design Review Board.</b></p> <p>Council may conduct the first reading of Ordinance No. 410, which would amend the Jerome Zoning Ordinance to provide that Chairs and Vice Chairs of the Design Review Board, Planning and Zoning Commission and Board of Adjustment may not serve consecutively for more than two one-year terms. The ordinance would also provide that the member of the Design Review Board that is also a member of the Planning and Zoning Commission must be designated annually by the Commission, and may not serve concurrently as chair of both bodies.</p> <p><i>Mayor Check read Ordinance 410 in title only.</i></p> <p><i>Vice Mayor Currier said that he agrees with comments made by Mr. Babbage at the first discussion of this Ordinance, that it is "ridiculous" to replace the chair of the Board of Adjustment every year when they might meet only a few times per year. Mr. Currier said that Mr. Babbage has a good point and he would like to strike just that portion of the Ordinance.</i></p> <p><b>Motion:</b> <i>Vice Mayor Currier made a motion to <b>leave that section of the Code [regarding the Chair of the Board of Adjustment] as it is presently stands, so that there is no provision regarding how often the Chair of the Board of Adjustment must change.</b></i></p> <p><i>Councilmember Bassett said that she wasn't going to second this because they still need to make the changes that will make that paragraph gender neutral.</i></p> <p><b>AMENDED Motion:</b> <i>Vice Mayor Currier amended his motion to <b>include striking 'man' from 'chairman' to make it gender neutral.</b></i></p> <p><i>The amended motion was seconded by Councilmember Bassett.</i></p> <p><i>Councilmember Hunt commented that verbiage to be removed is usually indicated with strikeout text. Ms. Gallagher explained that the newspaper cannot print strike outs, so she is now using brackets to indicate deleted text.</i></p> <p><i>David McClellan, a Jerome resident, asked if the reasoning for having a limit on the terms is superseded by the fact that the Board [of Adjustment] only meets two times a year. Vice Mayor Currier replied that it <u>does</u> supersede that as a matter of convenience. When a chair is selected, and they meet rarely, and then they are removed, he said, it is very cumbersome. It might be more to the point, he suggested, to say that they can only serve for five calendar years.</i></p> <p><i>Discussion ensued regarding a longer term limit for the Board of Adjustment chair, as opposed to none at all. Ms. Bassett commented that state laws are very specific and narrow about what that Board can and cannot do. She would not want to see the chair rotate very much--they need one person who knows the law. That, she said, is very important.</i></p> <p><i>Vice Mayor Currier said that he doesn't know what would be a reasonable term limit with respect to the Chair of that Board, and he is willing to "let that float for a few years to see how it works" before setting a term limit.</i></p> <p><i>Mayor Check asked the other Councilmembers if they would prefer to set the Board of Adjustment chair's term limit at five years, or not to set a term limit for that Board at this time. It was generally agreed not to include any term limit for the Board of Adjustment Chair in this ordinance.</i></p> <p><i>Vice Mayor Currier commented that he has spoken with all the Board of Adjustment members individually, and they love their chair and are happy for him to continue. However, he noted, the fact that the present chair is doing a good job does not mean that the next chair will.</i></p>

	<p>Mayor Check called the question on the motion to amend the language of the proposed ordinance by removing the term limit provision for the chair of the Board of Adjustment. It was <b>approved by all with 5 ayes, 0 nays and 0 abstentions.</b></p> <p>Ms. Gallagher noted that this ordinance now needs to go to Planning &amp; Zoning for review. Following a brief discussion,</p> <p><b>Motion:</b> Vice Mayor Currier made a motion to <b>send Ordinance 410 to the Planning &amp; Zoning Commission, with the amendments, for review.</b> It was seconded by Mayor Check and <b>approved by all with 5 ayes, 0 nays and 0 abstentions.</b></p>
<p><b>ITEM #9</b></p>	<p><b>NEW BUSINESS</b></p>
	<p><b>ITEM #9A: LIBRARY FUNDING</b></p> <p>Council will review anticipated cuts in 2014-15 library funding by Yavapai County, and the impacts to our library's operation that may result.</p> <p>Head Librarian Kathleen Jarvis reviewed the history of Jerome's participation in the County's library system. She presented a chart showing that, out of 42 libraries in the county, Jerome's library (as well as Clarkdale's) was one of those considered a "special district." Now, Jerome and Clarkdale have been reclassified by the County and are no longer considered to be special district libraries. They are now part of the group of 20 public libraries in the County, and half of the funding for those libraries is based on assessed valuation of properties. Assessed valuations have decreased in recent years, and that hits Jerome particularly hard.</p> <p>Ms. Jarvis said that it is likely that Jerome and Clarkdale were moved out of the special district because they are incorporated towns; however, it was noted that Dewey-Humboldt is incorporated but was permitted to remain in the special district. Ms. Jarvis did not know what arrangement might have been made with that town. Vice Mayor Currier commented that they are an exception to the rule and suggested that we find out what that exception was, so that we too could be an exception.</p> <p>Ms. Jarvis explained that, in 2013, the Board of Supervisors met with Barbara Kile, who is the library district director, to approve (or not) her budget for the year, which is approximately \$4 million. The Board did not approve the full budget for the Yavapai Library Network (YLN) – it was \$600,000 short, and that shortfall was divided amongst all the libraries. That reduction has hit Jerome a little harder than the other libraries because we don't have the population base or the property valuation base to absorb this.</p> <p>Ms. Jarvis passed out additional information regarding anticipated additional costs for our library that will result from the reduction in funding and the reduction in services that had been provided by the County when we were part of the special district. The documents she distributed indicated that these services included IT services, internet service, software and hardware, and calculated that the total "hit" to our library for the coming year will be approximately \$14,000. She is working on her budget now, she said, and these costs will be incorporated. She emphasized that she is not asking Council to make any decisions at this meeting regarding the library's budget, but she wanted them to be aware of what we are facing. There are several options, she said, but none of them are good. Ms. Jarvis added that she is not concerned about being able to keep the doors open or the staff busy. Her largest concern is being able to keep the computers running. The added costs are nearly all computer and IT-related.</p> <p>Mr. McClellan asked if this is all the additional funding that would be needed. Ms. Jarvis replied that it is, and that the library's total budget last year was approximately \$65,000. She will be asking for more in this year's budget to cover the added costs.</p> <p>Mairi Ross, a Jerome resident, asked Ms. Jarvis if it is correct that the County has decided to not support the computers anymore because Jerome is no longer in the special district. Ms. Jarvis replied that, functionally, it is because Jerome is incorporated. She said that none of the incorporated towns have their computers supported by the County. Ms. Ross asked what would happen in July after the County takes away maintenance of the computers. Would no one be maintaining them then? Ms. Jarvis responded that we do have the option to contract with the County to provide IT support. If we do that, she said, they will also maintain the computers. She had provided a listing of various levels of support offered by the County, ranging from \$600 per year to \$5,000 per year. She said that the third tier of service, offered at \$2,500 per year, would cover what we need, which would be about the same level of support as has been provided by the County in the past.</p> <p>Councilmember Phinney requested clarification regarding what we will lose as a result of being removed from the special district classification. Ms. Jarvis explained that the county supplied all the</p>

computer tech support and equipment, and we were never billed for that. The technician came out between eight and ten times per year and was here for several hours each time. Ms. Jarvis said that whenever she needed any peripheral equipment, such as back up batteries, keyboards, mice, etc., she would contact the county and it would be sent to her free of charge.

She added that we would also need to pay for the cost of library cards.

Ms. Jarvis said that there is a possibility of acquiring grants – the Jerome library has received federal grants in the past, which paid for the computers they have now, but they occur on a state level and not for individual libraries. They had also received a Bill and Linda Gates Foundation grant, but she cannot count on that, she said, so she must budget for necessary expenses. She added that the computers could break down at any time, and there comes a point when it costs more to maintain them than to replace them.

Mr. Phinney noted that being in the special district helps the small population areas have a library.

Mr. Phinney suggested that the County could change the classification, and Mayor Check agreed. She asked Ms. Jarvis if she would like Council to send a letter. Ms. Jarvis replied that she is not asking for that because, she said, "it is too late."

Councilmember Bassett commented that we could appeal this decision by the County on the basis that we have only about one-fourth the population of what would be required if we were trying to incorporate today. Ms. Jarvis replied that we could write a letter of appeal, but said that the County is trying to be fair – if our population of 444 is paying their taxes into the County, and those tax levies are apportioned back to the libraries, you could say that we deserve a smaller percentage. Ms. Bassett commented that Jerome is a huge draw to the area, and Ms. Jarvis responded that that is not part of their formula.

In response to a question from Vice Mayor Currier, Ms. Jarvis said that her contact at the County library is Barbara Kile. Mr. Currier asked Ms. Gallagher if she had gotten in touch with Ms. Kile, and she replied that she had not. Mr. Currier said that he would like to hear the County's side of this from Ms. Kile.

Ms. Jarvis clarified that we will still be in the County library system, and Mr. Currier asked what good that will do us. Councilwoman Bassett noted that we will still be able to get books and movies from other libraries in the system. Ms. Jarvis added that, if we were not part of the County system, we would not have access to the inter-library loan system, training, circulation equipment and cataloguing. We would have to go back to using a card catalog, with no training for staff and no free databases. That, she said, comes to us from the state level. Vice Mayor Currier said that he has never used the databases and asked how many do use them. He looked at them, he said, and couldn't see any reason to use any of them. Ms. Jarvis responded that they don't track that usage. Mayor Check stated, "If you are a college student, you absolutely need access to those."

Ms. Jarvis commented, "That's a good question: why would we want to stay with the county?" When she first heard about this, she said, her first instinct was that they could get along fine without the county. However, once she thought about it, she realized that the Jerome Library would lose all of its services and would become what they call an "island library." We would be able to keep the doors open, pay the staff and keep all the shelving and books, she said, but we would lose almost all of the services that people want, such as inter-library loan, the computers and the databases. All of the software would have to be replaced, as the Child Internet Protection Act requires that the computers have filtering software. "Everything would be wiped out and we wouldn't be able to replace it," she said.

Councilmember Phinney commented that "it would be 1953 all over again."

At the request of Councilmember Hunt, Ms. Jarvis clarified that we do have the option to leave the County library network, which is comprised of 42 libraries; however, if we leave that, we lose everything – we become an island library. That is only an option, she said, and she does not recommend we leave the County network. It would be devastating to our community and the services we provide. Mr. Hunt agreed.

Ms. Gallagher noted that, if we are not part of the County network, the Jerome Library would not receive any County funding, which amounts to approximately \$20,000 per year. Ms. Jarvis commented that, by staying in the network, we will still receive the funding, but it will be reapportioned. We will receive a bill from the library district for much of that amount, she said, but at least they are getting it to us. She said that what we will receive in 2014-15 will be about \$3,500 less than what we received in 2011-12.

Councilmember Phinney summarized that what we are losing by being removed from the special district is "the insurance plan for taking care of the computers and all that kind of stuff. They had

been taking care of all of that and, now, they are not going to do that and we will have to take care of it." "That is exactly the way it is," Ms. Jarvis said.

Mayor Check asked if the server would be removed. Ms. Jarvis said that it would be removed if we don't contract with the County for IT services. She reviewed the information sheet showing the tiers of support and troubleshooting services offered as technology support by the library district, and recommended again the third tier of service, which, she said, would come closest to giving us the same level of service that we have currently.

Mayor Check commented that it might not be futile to have a discussion with county representatives about these issues. She noted that the County is working on their budget right now, so time could be of the essence. Ms. Jarvis agreed, and said that we could invite Ms. Kile to come to a Council meeting. Ms. Kile had offered to come and speak with Council, but Ms. Jarvis wanted to give an overview first. We can schedule another meeting with her. Vice Mayor Currier was in favor of this.

Mr. Currier added that he would like to find out if the Town's current IT provider could take on those duties, and what they would charge.

Mr. McClellan asked if the \$3,500 reduction in our funding is because we are moving out of the special district. Ms. Jarvis said that it is actually because the overall funding for the library district will be \$600,000 less than it was two years ago. Mr. McClellan noted that, either way, we will need to pay for IT services. Ms. Jarvis said that we also need to keep in mind the equipment that the county will remove if we if we do not purchase IT services through them. Mr. McClellan, having reviewed the support services offered by the district, said that, in his opinion, it is "a heck of a deal." Ms. Jarvis agreed that it is a good price to keep our full training and server and have IT services for a full year. She said that she has never had to pay for it and suggested that we talk to the Town's IT service provider. Ms. Gallagher noted that \$50 per hour, as proposed by the County, is considerably less than what the town is charged by its current IT services provider.

Ms. Jarvis asked Council to keep in mind that the \$2,500 is paid in advance – the Town is billed annually, but if we don't use all of the hours, at \$50 per hour, they roll over.

Councilmember Bassett asked if all the tech people are located in Prescott. Ms. Jarvis replied that there is only one tech person who handles the libraries for the entire county.

Travel time was discussed briefly, and it was noted that each trip here would involve at least two hours of travel time, which would amount to about 16 hours per year. Ms. Jarvis will review the tiers once again and may recommend Tier 4, which includes more hours and costs \$5,000 per year, rather than Tier 3.

It was agreed that Ms. Gallagher and Ms. Jarvis will be setting up a meeting with Ms. Kile as soon as possible.

Wendy Schall, a Jerome resident and part-time employee at the library, asked how Clarkdale is responding to this. Ms. Jarvis replied that Clarkdale has a much larger property valuation base and they will actually be getting an increase due to their size.

**ITEM #10**  
**7:55 pm**

**TO AND FROM THE COUNCIL**

Council may direct Staff as to items of pending importance that they would like placed on a future meeting agenda.

Councilmember Bassett said that:

- She would like to discuss water shortage strategies – Clarkdale has a good one, she said, and she would like to see us implement something similar here.
- She would also like to implement a dark sky ordinance.
- She would like to discuss how to make more financially successful use of our rentals on the first floor. If they are not being rented, she said, we need to do something about that.

Ms. Bassett also asked Ms. Gallagher if she had received a monthly update from the film festival people. Ms. Gallagher recalled that her direction was to report to Council if there were any problems, and so far, there have been no problems. She added that Ms. Ross has been paying down the amount owed to one of the vendors from the last festival. She will place copies of any reports received in Council's mailboxes.

Mr. McClellan wished to speak, and Mayor Check noted that these items cannot yet be discussed – they must first be agendaized. Mr. McClellan said that he would simply like to state why he doesn't rent one of the first floor spaces – there is no access from the front door to the lower area, so one has to go all the way around to the back door.

	<p>Ms. Shemaitis noted that two spaces are ready to rent and two others are almost ready. Once she has all the rental information for those four spaces, she is planning to advertise them in the <u>Verde Independent</u>.</p> <p>Councilmember Phinney thanked the Crew for taking down the old tree by the school steps. He also commented that there has been no water flow in the overflow for a few days now. Ms. Gallagher explained that we have turned out most of our water in order to alleviate the turbidity we experienced recently, and we are watching that very carefully.</p> <p>Mayor Check commented that, on a drive to Prescott, she noticed that there was a pool of water by one of the entry points into the water line – it's one of the first metal-covered boxes when you leave town. It's not a lot of water, she said, but she has noticed it more than once.</p> <p>Vice Mayor Currier suggested that the rentals at Town Hall also be listed with a rental agency. Craigslist was suggested as well.</p> <p>Mr. Currier asked why tenants would object to using the first floor entry to access the building. Mr. McClellan responded that he lives near the Clark Street side of the building, and he would have to go all the way around the building to enter. Since the stairs are currently blocked off, that is quite a distance. Ms. Jarvis asked why the downstairs tenants could not be given a key to the whole building. Councilmember Bassett asked that this be put on a future meeting agenda for discussion.</p> <p>Councilmember Hunt announced that <u>A Prairie Home Companion</u> is coming to Flagstaff in May, and he would like to invite "Dusty" and "Lefty" to visit the "wickedest town in the west." He thought it would be great if Council could send a letter inviting Garrison Keeler to come to Jerome. Councilmember Bassett volunteered a drawing for the cover of the letter.</p> <p>Vice Mayor Currier asked about the status of repairs to the steps by the sluice. Ms. Gallagher said that they did have a contractor come out to take a look at it and give us a quote.</p> <p>Councilmember Phinney said that, about a year ago, he asked for a report regarding the steps next to the Town Hall parking lot. He wanted to know if they could be used, but he has never received anything about that. Ms. Gallagher replied that the Town Engineer had looked at them and deemed them to be dangerous, so they have remained blocked off. She said that our current engineer has offered to do a full engineering report, but she has not proceeded with that because the report would entail many hours and the fix is likely to be a huge expense.</p>
<p><b>ITEM #11</b> <b>8:03 pm</b></p>	<p><b>REVIEW OF CLOSED SESSION MINUTES</b></p> <p>Council may enter into executive session, pursuant to A.R.S. §38-431.01(A)(2), if necessary for the purpose of discussion or consideration of records exempt by law from public inspection.</p> <p>Council reviewed copies of the closed session minutes disseminated by Ms. Gallagher. No discussion was necessary, so no closed session was held.</p>
<p><b>ITEM #12</b> <b>8:04 pm</b></p>	<p><b>APPROVAL OF CLOSED SESSION MINUTES</b></p> <p>December 17, 2013</p> <p><b>Motion:</b> Councilmember Bassett made a motion to <b>approve the closed session minutes of December 17, 2013</b>. It was seconded by Vice Mayor Currier and <b>approved by all with 4 ayes, 0 nays and 1 abstention by Councilmember Phinney.</b></p>
<p><b>ITEM #13</b></p>	<p><b>ADJOURNMENT</b></p> <p>Upon motion by Councilmember Bassett seconded by Vice Mayor Currier and unanimously approved, the meeting was adjourned at 8:04 p.m.</p>

Edited by Town Manager/Clerk Candace Gallagher from minutes taken and transcribed by Deputy Town Clerk Rosemarie Shemaitis.

APPROVE:

ATTEST:

\_\_\_\_\_  
Nikki Check, Mayor

\_\_\_\_\_  
Candace B. Gallagher, CMC, Town Manager/Clerk

Date: \_\_\_\_\_