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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, AUGUST 12, 2014 AT 7:00 P.M.

<p>ITEM #1:</p>	<p>CALL TO ORDER/ROLL CALL</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 7:09 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 Fire Chief Rusty Blair, Jerome Kid's Art Workshop Director Penelope Davis and Deputy Town Clerk Rosemarie Shemaitis.</i></p>
<p>ITEM #2:</p>	<p>PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to lead the Pledge.</p> <p><i>Mayor Nikki Check led the Pledge of Allegiance.</i></p>
<p>ITEM #3: 7:09 pm</p>	<p>STAFF REPORTS</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>Mayor Check said that quite a lot of work has been going on, and added that she was excited to see that the Cleopatra Hill tanks project is complete.</i></p> <p><i>Councilmember Bassett asked, regarding Ms. Gallagher's report, if requests for public information have lessened over the last few months. Ms. Gallagher responded that they have lessened somewhat.</i></p> <p><i>Mayor Check thanked Ms. Gallagher for working with ADOT, especially her communication with them regarding issues residents have experienced with storm drainage. Ms. Gallagher responded that ADOT is being very cooperative.</i></p> <p><i>Vice Mayor Currier asked if the work currently taking place at the corner of Holly Street and 89A is related to that. Ms. Gallagher replied that it is not – that work is being done by Unisource. Chief Blair said that Unisource may be upgrading or repairing a gas line at that location.</i></p> <p><i>Councilmember Bassett asked about a grant application to Freeport-McMoRan that was noted on the Manager's report. Ms. Gallagher said that she is planning to apply for funds toward restoring access to Town Hall via the School Street steps. Ms. Bassett was pleased to hear that.</i></p> <p><i>Mayor Check noted that we now have a new Duty Officer for the Fire Department. Vice Mayor Currier said that he would like to meet him. Chief Blair said that he would bring him to the next Council meeting.</i></p> <p><i>Ms. Bassett commented that Council was supposed to meet our new Police Officer at this meeting. Ms. Gallagher explained that Chief Muma had a family emergency and was not able to be here. It will be scheduled for the September meeting.</i></p> <p><i>Ms. Bassett asked if the water hammer issue at Gary Felix's place had returned. Ms. Gallagher replied that it has not. Chief Blair said that they have been bleeding the fire hydrant at the head of Dundee, which seems to have helped with that.</i></p> <p>Motion: Vice Mayor Currier made a motion to accept the staff reports. It was seconded by Councilmember Phinney and approved by all with 5 ayes, 0 nays and 0 abstentions.</p>

<p>ITEM #4: 7:13 pm</p>	<p>FINANCIAL REPORTS</p> <p>Issued checks and Budget to Actual reports for the month of July 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>Motion: Councilmember Hunt made a motion to table the financial reports to the next meeting. It was seconded by Vice Mayor Currier.</p> <p>It was clarified that Mr. Hunt did not have time to review the reports, because they were part of the packet addendum. Mayor Check called the question and it was approved by all with 5 ayes, 0 nays and 0 abstentions.</p>
<p>ITEM #5: 7:14 pm</p>	<p>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</p> <p>Minutes are provided for the information of Council and do not require action.</p> <p>Mayor Check noted that we have received several applications for the position of Zoning Administrator and Council will be scheduling a special meeting in the near future to conduct interviews.</p>
<p>ITEM #6: 7:15 pm</p>	<p>COUNCIL MEETING MINUTES</p> <p>May 8 special meeting; May 29 special meeting; June 5 special meeting; July 8 regular meeting; July 29 special meeting</p> <p>It was agreed that, since not everyone was present at each meeting, the minutes would be voted on separately.</p> <p>May 8, 2014 budget meeting</p> <p>Motion: Vice Mayor Currier made a motion to accept the minutes of May 8, 2014. It was seconded by Councilmember Bassett. The motion passed with 5 ayes, 0 nays and 0 abstentions.</p> <p>May 29, 2014 budget meeting</p> <p>Vice Mayor Currier, referencing a discussion on page 8, said that he would like the new street signs installed in town as soon as possible. Ms. Gallagher said that she would review the locations with him.</p> <p>Councilmember Bassett asked if the Town is able to accept credit cards for purchases or donations at the library. Ms. Gallagher replied that she would check on that.</p> <p>Motion: Vice Mayor Currier made a motion to accept the minutes of May 29, 2014. It was seconded by Councilmember Bassett.</p> <p>Following brief additional discussion, the motion passed with 4 ayes, 0 nays and 1 abstention by Councilmember Phinney.</p> <p>June 5, 2014 budget meeting</p> <p>Councilmember Bassett noted a correction needed to page 3 of the minutes to clarify that, when she commented regarding reducing the police department staff by one full time person in light of impacts to this year's library budget, she was merely conveying the opinion of a citizen that she had spoken with, and not making that suggestion. Ms. Gallagher will make that correction.</p> <p>Motion: Councilmember Bassett made a motion to accept the minutes of June 5, 2014, as amended. It was seconded by Vice Mayor Currier. The motion passed with 4 ayes, 0 nays and 1 abstention by Councilmember Hunt.</p> <p>July 8, 2014 regular meeting</p> <p>Councilmember Bassett commented that the minutes are "really good," and the Mayor agreed. Ms. Gallagher thanked them.</p> <p>Vice Mayor Currier, referencing page 8, requested that certain comments attributed to him regarding the Yavapai College advisory committee be clarified and corrected. Staff will review the recording and adjust the minutes accordingly.</p> <p>Mr. Currier asked if Greg Gardemann had been approached to help with the sewer line survey project, and Councilmember Phinney asked if we had gotten the vector truck to clean out the sewer lines. Ms. Gallagher responded that Mr. Dement is working on those items.</p>

	<p>Motion: Vice Mayor Currier made a motion to accept the minutes of July 8, 2014, with corrections. It was seconded by Councilmember Bassett. The motion passed with 5 ayes, 0 nays and 0 abstentions.</p> <p>July 29, 2014 budget meeting</p> <p>Motion: Councilmember Bassett made a motion to accept the minutes of July 29, 2014. It was seconded by Vice Mayor Currier. The motion passed with 4 ayes, 0 nays and 1 abstention by Mayor Check.</p> <p>Councilmember Phinney asked how long it takes to produce meeting minutes. Ms. Gallagher explained that Ms. Shemaitis takes notes at the meeting and then transcribes them, while listening to the recording. Ms. Gallagher then refines and edits them, which she estimated, can take about three hours per set of minutes. It is a long process, she said.</p> <p>Mr. Phinney commented that there is quite a bit of work that goes into getting the minutes the way that they are. Mr. Currier said that the minutes come out very well, and Mayor Check added that they are great documents. Ms. Gallagher thanked them.</p>
<p>ITEM #7: 7:25 pm</p>	<p>PETITIONS FROM THE PUBLIC</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 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 was one petition from Jerome resident Joey Van Leeuwen, discussing how applications for Design Review and Planning & Zoning used to be handled, and how they are handled now. He does not like how they are handled now.¹</i></p> <p>Mayor Check asked Mr. Van Leeuwen which application he was referring to. He replied that his comments refer to all applications.</p>
<p>ITEM #8</p>	<p>PRESENTATIONS</p>
<p>7:28 pm</p>	<p>ITEM 8A: JAIL DISTRICT TAX PROPOSAL</p> <p>Yavapai County Supervisor Chip Davis, County Administrator Phil Bourdon and County Sheriff Scott Mascher will present information regarding the Jail District Tax proposal.</p> <p><i>Mr. Davis, Mr. Bourdon and Captain David Rhodes of the Yavapai County Sheriff's Office presented information regarding a ¼ cent sales tax increase proposed to fund the construction of a new jail facility in the Prescott area. The question will be on the November 4 general election ballot. They then invited questions from Council and the public.</i></p> <p><i>Mayor Check commented that there is a perception that there are people in jail for petty reasons. Captain Rhodes responded that he has heard those comments, but the statistics are that 81% are in jail for felony crimes and only 19% are in jail for misdemeanor crimes. Those that make up the 19%, he said, are there for only about three days for pre-trial. He added that he recently checked around the county and there was only one person jailed for marijuana, and that person was only in for one day.</i></p> <p><i>Councilmember Bassett said that citizens could say "no more jails" and that they do not want to finance them from property or sales taxes. Mr. Davis replied that "anyone would say 'no tax increase,'" but the County has grown. He said that 3/10 of 1% of the population is in jail, and it costs \$68 per day to take care of each prisoner. He noted that DUI's are booked and released – they try to keep the numbers down.</i></p> <p><i>Captain Rhodes concurred that they are interested in keeping the jail population low while adhering to their constitutional mandate. He said that there is no more room to do the job they need to do.</i></p> <p><i>Councilmember Phinney had several questions:</i></p> <ul style="list-style-type: none"> • <i>He asked if there is land available in Prescott, and was told that there is. He then asked why they don't just expand the jail in Camp Verde. Mr. Davis responded that it is a transportation issue – the distances are too far from Congress, Ash Fork, etc., to Camp</i>

¹ Mr. Van Leeuwen's letter is included at the end of these minutes.

	<p>Verde.</p> <ul style="list-style-type: none"> • He asked if they plan to farm out the jail service and was told that they do not. • He asked if this is mandated by the Arizona Constitution and was told that it is. • He asked how many beds are in the Prescott facility and was told that there are approximately 300, with room for expansion. <p>Captain Rhodes noted that they have to provide all services, including medical, kitchen facilities and protection.</p> <p>It was confirmed that Jerome's sales tax is currently at 9.85%. Vice Mayor Currier commented that Jerome is a tourist-oriented town and he would rather see property taxes go up instead of sales taxes. Jane Moore, a Jerome resident, commented that she is both a property owner and a business owner, and she would rather see sales taxes go up rather than property taxes. If property taxes go up, she said, then rents will go up.</p> <p>Mr. Currier asked how many are detained in Prescott. Captain Rhodes said that none are detained there, it is just a holding facility. It is inefficient and expensive to use, so offenders are detained in Camp Verde.</p> <p>Mr. Currier asked why the jail was built in Camp Verde. Mr. Davis responded that when they needed to build a jail, no one in Prescott wanted it there. Also, they already had the land in Camp Verde.</p> <p>Councilmember Hunt asked how much it costs to house an inmate per day. Captain Rhodes responded that it is about \$70 per day for 600 people.</p> <p>Mr. Hunt asked about the cost to non-residents of Yavapai County and if local inmates are charged. Captain Rhodes replied that inmates are not charged if they are arrested or adjudicated within the district. They do have contracts with others outside the jail district, including the Bureau of Indian Affairs, which pays a daily rate. The U.S. Marshals and Immigration also pay a daily rate.</p> <p>Captain Rhodes explained that if someone is arrested, charged, convicted and sentenced in another county, but wants to serve their time in Camp Verde, they must pay a daily rate of \$70. There are also other charges that are allowed: a medical co-pay of \$10 if an inmate requests to see the doctor after the initial visit, \$2 per day for meals, and charges for the commissary and for non-attorney-related phone calls.</p> <p>Mr. Hunt noted that the cost would be borne by visitors to the area via sales tax. Mr. Davis said that they receive around 33-35% of their income from sales tax paid by visitors to Yavapai County.</p> <p>Mr. Bourdon left informational brochures for the public and added that there is also a lot of information on their website.</p> <p>Ms. Bassett asked what happens to any confiscated property. Captain Rhodes replied that it is auctioned off and then the funds go to the RICO (Racketeer Influenced Corrupt Organizations) fund. A board comprised of members from all of the agencies then decides how to disseminate the funds.</p>
8:01 pm	Mayor Check called a break.
8:10 pm	The meeting reconvened.
ITEM #9:	UNFINISHED BUSINESS
8:10 pm	<p>ITEM 9A: RESOLUTION #524, A Resolution of the Mayor and Town Council of the Town of Jerome, Arizona, Levying Upon the Assessed Valuation of Property Within the Town a Certain Sum of Money for Fiscal Year 2014-15 To Be Assessed Against the Valuation of Real Property for Primary Tax Purposes</p> <p>The Mayor and Council will review and possibly approve Resolution #524, adopting the property tax levy for the Town of Jerome for the fiscal year ending June 30, 2015. A public hearing on the tax levy and budget was held on July 29, 2014. There is no increase in the property tax levy proposed for this fiscal year.</p> <p>Mayor Check explained that there was no tax levy increase this year and that the Town will once again be raising the sum of \$47,500 from the collection of property taxes in Jerome.</p> <p>Ms. Gallagher noted that the tax <u>rate</u> is lower this year, because assessed values went up. She added that this is the last step in the budget process.</p>

	<p>Motion: Councilmember Bassett made a motion to approve Resolution 524. It was seconded by Vice Mayor Currier.</p> <p>Mayor Check called the question and the motion passed with 5 ayes, 0 nays and 0 abstentions.</p>
<p>8:12 pm</p>	<p>ITEM 9B: BILLING SERVICES AGREEMENT – FIRE RECOVERY USA, LLC</p> <p>Council will review and may approve an agreement with Fire Recovery USA, LLC, to perform billing and collection services for the Jerome Fire Department with respect to services provided/rendered to non-residents during motor vehicle accidents and other emergency incidents. Fire Recovery will retain 20 percent of the monies collected.</p> <p>Mayor Check explained that this had been on a previous agenda and there had been questions, which were discussed with the Town Attorney and Finance Director Rebecca Cretti. Ms. Cretti provided a memo regarding this and Town Attorney Sims has worked through all the concerns that were previously noted.</p> <p>Ms. Gallagher explained that they have clarified the language regarding the billing process. Chief Blair added that they will only bill what is sent to them for collection. He added that they only bill the insurance companies – not individuals.</p> <p>Councilmember Hunt asked why there is such a problem collecting from the insurance companies. Chief Blair replied that insurance companies will sometimes try to spin it so that they don't have to pay – they will say that there is no coverage for the incident. He said that motorcycle insurance typically is different than other vehicle insurance. Chief Blair added that he focuses mostly on property damage.</p> <p>Mr. Hunt asked what the percentage is of motorcycle incidents compared to other vehicle incidents. Chief Blair responded that there have been more motorcycle accidents than other vehicle accidents but he does not have a percentage. However, he does have hard numbers.</p> <p>Chief Blair said that he is seeking to recover pending insurance payouts. We are not guaranteed to get any payment, he said, but when the insurance companies give us no response at all, that's when he wants to use Fire Recovery's services. Some insurance companies are better at paying out than others, he added.</p> <p>Mr. Hunt suggested that we have our attorney create a series of dunning letters that could be sent out, and collect the funds ourselves instead of handing over 20% to Fire Recovery Services. Chief Blair explained that it would be very time consuming, because each letter would have to be customized and, usually, sent out multiple times. In addition, phone calls must be made repeatedly. Receiving 80%, he said, is better than receiving nothing.</p> <p>Abe Stewart, a Jerome resident, asked if Mr. Hunt was suggesting a series of three letters. Mr. Hunt said that he was thinking three to five letters. Mr. Stewart said that this would be the standard procedure: to have them signed and sent out by the Chief. Chief Blair said that adds to his workload, and he would like to get this kind of thing off his plate.</p> <p>Mayor Check said that there would be a lot of work in customizing the letters with claim numbers and other pertinent information. It would be easy to underestimate the amount of work that would have to go into this. She would rather pay a company to do the collections.</p> <p>Mr. Hunt said that he finds it hard to believe that it could take that much work to send out a letter. Also, if the letter were to come on legal letterhead, it could have more impact than just coming from the fire department.</p> <p>Mayor Check said that Chief Blair is probably not the best person to be dealing with these claims – this company is expert at what needs to be done.</p> <p>Vice Mayor Currier clarified that if they do not collect, they do not get their money, so it does not cost the Town if they do not collect.</p> <p>Motion: Councilmember Bassett made a motion to approve the service agreement with Fire Recovery USA, LLC. It was seconded by Vice Mayor Currier. The motion passed with 4 ayes, 1 nay by Councilmember Hunt and 0 abstentions.</p>

ITEM #10	NEW BUSINESS
8:23 pm	<p>ITEM 10A: SPECIAL EVENT LIQUOR LICENSE</p> <p>Council will review and may approve an application by the Jerome Volunteer Fire Department Auxiliary for a Special Event Liquor License for their fundraising event scheduled for October 25, 2014 at Spook Hall, 260 Hull Avenue.</p> <p>Motion: Councilmember Bassett made a motion to approve the special event liquor license for the fire department. It was seconded by Vice Mayor Currier. The motion passed with 5 ayes, 0 nays and 0 abstentions.</p>
8:25 pm	<p>ITEM 10B: JEROME KIDS ART WORKSHOP</p> <p>Penelope Davis will present a request by the Jerome Kids Art Workshop for continued use of space on the first floor of the Jerome Civic Center.</p> <p><i>Ms. Davis explained there were issues this spring with the old location (on the bottom floor of the Hotel Jerome) for the Jerome Kid's Art Workshop. There were water leaks and problems with mice and rats. "It was filthy," she said. As a result, the JKAW utilized an available space on the first floor of the Civic Center. That space worked out really well for them, she said, and she would like for them to be able to use it permanently. She said that there were between six and twelve kids in attendance each day, with an adult to child ratio of about 1 to 8. She would like to grow the program, have it open on holidays, and conduct a fundraiser.</i></p> <p><i>Councilmember Hunt asked if her plan was to use that space year-round. Ms. Davis confirmed that she would like to do that, and added that it doesn't cost a lot to run. She added that she was able to furnish supplies and snacks.</i></p> <p><i>Vice Mayor Currier noted that he is on the Board of the summer Head Start program, which furnishes meals to children in need. He asked if there are any such children in Jerome. Ms. Davis replied that she didn't know. Mr. Currier said that Head Start works through local youth groups, and he asked that she keep Council informed.</i></p> <p><i>After brief further discussion,</i></p> <p>Motion: Mayor Check made a motion to allow the continued use of the first floor studio by the Jerome Kids Art Workshop. It was seconded by Councilmember Bassett.</p> <p><i>Chad Hembrough, a Jerome resident, commented that he has heard good things about the program, but every year it is a burden to find someone to run it.</i></p> <p><i>There was further discussion regarding the Workshop's use of the library, letting the library use the Workshop space for its own programs, and maintenance of the space.</i></p> <p>Motion: Mayor Check called the question and the motion passed with 5 ayes, 0 nays and 0 abstentions.</p>
8:35 pm	<p>ITEM 10C: CHANGE ORDER NO. 1 TO IGA WITH YAVAPAI COUNTY FLOOD CONTROL DISTRICT</p> <p>Council will review and may approve Change Order No. 1 to the IGA with the Yavapai County Flood Control District, which is funding the Town's Area Drainage Master Plan project. The change order would extend the term of the agreement to June 30, 2015, and provide for the rollover of \$114,820.60 in funding for 2014-15.</p> <p><i>Mayor Check commented that this is a good thing for the Town.</i></p> <p>Motion: Councilmember Bassett made a motion to approve Change Order No. 1. It was seconded by Vice Mayor Currier. The motion passed with 5 ayes, 0 nays and 0 abstentions.</p>
8:37 pm	<p>ITEM 10D: TIME LIMIT SIGNAGE FOR LOADING ZONES</p> <p>Council will discuss the installation of signage at our loading zones regarding the Town's time limit for loading and unloading.</p> <p><i>Councilmember Bassett explained that, decades ago, Council set a time limit of 20 minutes for unloading delivery trucks. Before we can enforce that law, she said, there needs to be signage installed at the loading zones indicating the time limit. She added that the fines are not a deterrent, because they are too low.</i></p> <p><i>Ms. Gallagher said that she had spoken with Mr. Dement and he doesn't think that 20 minutes is long enough for a truck to be able to unload. She suggested that we do some research before</i></p>

	<p>putting up signs. Mayor Check agreed. Mr. Currier said that 40, or at most 50, minutes may be reasonable.</p> <p>Deni Phinney, a Jerome resident, commented that the problem with the trucks is that they idle the whole time they are unloading, and put out a lot of exhaust. Councilmember Phinney agreed, and said that we don't want the trucks sitting and idling. We would like a "quiet zone". Ms. Bassett stated that if the motor is off, that would fulfill the intention of the ordinance.</p> <p>It was noted that a truck is able to keep the refrigeration unit on without the need for the engine to be idling.</p> <p>After further discussion, it was generally agreed that Ms. Gallagher would check with Chief Muma to get his input about this, find out how much time is actually necessary for unloading, look into how other towns handle it, and research whether there may be a state law regarding idling time, and bring that information back to Council.</p>
<p>8:54 pm</p>	<p>ITEM 10E: NATIONAL FLOOD INSURANCE PROGRAM</p> <p>Council will review the requirements for the Town's participation in the National Flood Insurance Program and may direct staff regarding same.</p> <p>Ms. Gallagher noted that only two municipalities in Arizona do not participate in the National Flood Insurance Program (NFIP) and Jerome is one of them. She said that, to become eligible to participate, the Town must adopt regulations for flood plains (even though we have none), and that we can opt to use the County's regulations. She said that residents cannot purchase flood insurance without the Town's participation in this.</p> <p>Mayor Check requested that this be put on the next agenda. Ms. Gallagher explained that we will need to have a resolution of intent and an ordinance.</p> <p>Vice Mayor Currier wondered if an insurance company would refuse to sell flood insurance to someone not located in a flood plain.</p> <p>Mr. Phinney noted that there is no cost to the Town to participate in the NFIP.</p>
<p>8:58 pm</p>	<p>ITEM 10F: POLICY FOR RENTAL OF TOWN PROPERTIES</p> <p>Council will discuss staff participation in the rental of Town properties, and may develop a policy for same, and/or direct staff in this regard.</p> <p>Mayor Check opined that it had been an awkward process to rent out 301 Main Street and she thought it would be a good idea to have a team that worked on rentals.</p> <p>This was discussed at some length, and it was agreed that staff will prepare a draft policy outlining who will handle each aspect of the process, the criteria that will be used in selecting/approving a tenant, and the process for establishing a fair market value.</p>
<p>9:13 pm</p>	<p>ITEM 10G: STAFF PARTICIPATION IN VERDE VALLEY PINK HEALS EVENT</p> <p>Council may determine to what extent Town staff may participate in this year's Verde Valley Pink Heals event.</p> <p>Ms. Shemaitis requested permission, once again this year, to utilize some paid work hours for work on the upcoming Pink Heals event. Discussion ensued.</p> <p>During discussion, Councilmember Hunt expressed support for the Pink Heals program, but indicated that he did not feel it was appropriate for the Town to provide staff hours for it. After discussion,</p> <p>Motion: Councilmember Phinney made a motion to allow Ms. Shemaitis 15 hours of paid time to work on the Pink Heals event. It was seconded by Councilmember Bassett. The motion passed with 3 ayes, 2 nays from Vice Mayor Currier and Councilmember Hunt, and 0 abstentions.</p>
<p>ITEM #11 9:23 pm</p>	<p>TO AND FROM THE COUNCIL</p> <p>Council may direct Staff as to items of pending importance that they would like placed on a future meeting agenda.</p> <p>Councilmember Bassett said that she would like to discuss drought provisions, water rates and a dark sky ordinance.</p> <p>Councilmember Phinney asked about the upcoming candidates forum. Ms. Gallagher responded that all 11 candidates will be present. It was also noted that it will be hosted by the League of Women Voters.</p>

	<p>Vice Mayor Currier asked about the audit. Ms. Gallagher responded that she is going to schedule a special meeting for the audit presentation.</p> <p>Mayor Check announced that she had written a book of poetry and would be doing a reading on August 16.</p> <p>Councilmember Hunt stated that he received a complaint from a resident who came to Town Hall on a Friday to pay a utility bill with cash, and was not able to do so because the office was closed and cash payment can't be left in the dropbox. He added his own complaint to that, and noted that there have now been two complaints registered.</p> <p>Ms. Gallagher said that she will be scheduling a special meeting soon for presentation of our annual audit and interviews with applicants for Zoning Administrator. She added that Ms. Borowski has agreed to continue on a part-time basis as needed until the end of October.</p> <p>Ms. Shemaitis, regarding a previous discussion of signage at the Old Town Hall, reported that there is a sign on the side of the building near the stairs pointing to the old Town offices. The Town Magistrate had previously noted that there has been confusion on the part of those coming to court and going to the wrong building, and this may be the sign that is causing the problem.</p>
ITEM #12	ADJOURNMENT <p>Upon motion by Vice Mayor Currier seconded by Mayor Check and unanimously approved, the meeting was adjourned at 9:32 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: _____