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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, SEPTEMBER 9, 2014 AT 7:00 P.M.

ITEM #1:	<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 7:04 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 and Anne Bassett.</i></p> <p><i>Other staff in attendance at roll call included Fire Chief Rusty Blair, Police Chief Allen Muma, Duty Officer Ron Chilston, Officer Kerry Lee, Head Librarian Kathleen Jarvis, Town Attorney Bill Sims and Deputy Town Clerk Rosemarie Shemaitis.</i></p>
<p>* MOMENT OF SILENCE *</p> <p>At this time, a moment of silence will be observed in memory of Councilmember Bill Phinney.</p> <p><i>All in attendance paid their respects by keeping a moment of silence.</i></p> <p><i>Mayor Check commented that Bill Phinney was a great Councilmember and an asset to the town; he will be missed.</i></p>	
ITEM #2:	<p>PLEDGE OF ALLEGIANCE</p> <p>Mayor/Chairperson to lead the Pledge.</p> <p><i>The pledge of allegiance was led by Mayor Nikki Check.</i></p>
ITEM #3: 7:07 pm	<p>STAFF REPORTS</p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Representative, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief and Fire Chief.</p> <p><i>Mayor Check asked when the new Zoning Administrator, Al Sengstock, would be starting work with the Town. Ms. Gallagher responded that he would start within 30 days from his hire date (which was August 25)¹.</i></p> <p><i>Councilmember Bassett was very pleased with the Freeport-McMoRan grant application for repairs to the School Street steps and wall. She then asked about the sinkhole referenced in the Fire Chief's report. Chief Blair said that it was on lower Bell Road. Ms. Bassett asked if they had found the water leak in the line there and Chief Blair responded, "no."</i></p> <p><i>Referencing the Manager's report, Mayor Check commended Ms. Shemaitis for receiving the Unsung Hero Award for her work with the Verde Valley Pink Heals fund. She also congratulated the following employees for their years of service with the town:</i></p> <ul style="list-style-type: none"> <i>• Police Chief Allen Muma – 15 years</i> <i>• Fire Chief Rusty Blair – 13 years</i> <i>• Deputy Town Clerk Rosemarie Shemaitis – 5 years</i> <i>• Public Works Crew Chief Travis Conoboy – 4 years</i> <i>• Police Sergeant Rusty San Felice – 2 years</i> <i>• Public Works Crew member Marty Boland – 1 year</i> <p><i>Chief Blair introduced the Fire Department's new duty officer, Ron Chilston, and he was welcomed by the Mayor and Council.</i></p>

¹ Clerk's note: Mr. Sengstock began employment with the Town on Monday, September 22.

	<p>Councilmember Hunt asked Chief Muma about video cameras on our officers, as referenced in his report. Chief Muma said that he has been looking into them and experimenting for years. He has finally found one that is affordable, durable and has a battery that will last a full shift. It is evidentiary quality and can provide both audio and video. He clarified that the cameras will not be on all the time – they will be used at traffic stops or any time a citizen initiates a contact. Those files can be reviewed at any time and can be stored as needed. Chief Muma said that they are already implementing the cameras with the night duty officers. The rest of the cameras will be coming in during the upcoming week and he expects that they will be fully implemented within the next two weeks. Vice Mayor Currier asked where the files will be stored, and Chief Muma replied that they will be stored in-house because the files are huge.</p> <p>Chief Muma then introduced new officer Kerry Lee. Officer Lee has a military background as well as experience as a firefighter and mechanic – he is also on the fire department. He is a good candidate and Chief Muma is very pleased with him.</p> <p>Mayor Check welcomed Officer Lee and Vice Mayor Currier wished him good luck.</p> <p>Chief Muma noted that, in his 15 years here, this is the first time that he has had two officers that live in Town. Officer Lee has been a resident of Jerome for two years.</p> <p>Motion: Vice Mayor Currier made a motion to accept the staff reports. It was seconded by Councilmember Bassett and approved by all with 4 ayes, 0 nays and 0 abstentions.</p>
<p>ITEM #4: 7:18 pm</p>	<p>FINANCIAL REPORTS</p> <p>Issued checks and Budget to Actual reports for the month of August 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>Councilmember Bassett asked if the engineering fees in the water budget included the Hampshire Avenue water line. Ms. Gallagher replied, "most likely," and said that they may also include the School Street regulator project. She noted that the amount of \$49,000 showing as expended in the water budget was for the overage on the Cleopatra Hill tanks project, and will be transferred to the 2013-14 budget.</p> <p>Vice Mayor Currier asked about sales tax revenues, which appear to be slightly under budget. Ms. Gallagher explained that, per the State's online report, July sales taxes were actually up from last year, and our budget to actual reports reflect receipts as of the date received from the State rather than in the month in which the revenues were earned. Also, the budget to actual report, as currently written, divides the annual budget for sales tax revenues evenly by 12 to reflect the anticipated monthly revenue. In actuality, revenues are typically higher in some months than in others.</p> <p>Councilmember Bassett commented that the numbers can also appear skewed at this point because some of the line items, such as dues, subscriptions and memberships, have been paid up for the year.</p> <p>Motion: Vice Mayor Currier made a motion to accept the financial reports. It was seconded by Councilmember Bassett.</p> <p>Mayor Check called the question and it was approved by all with 4 ayes, 0 nays and 0 abstentions.</p>
<p>ITEM #5: 7:20 pm</p>	<p>PLANNING AND ZONING AND DESIGN REVIEW MINUTES/ RECOMMENDATIONS/ZONING ADMINISTRATOR'S REPORT</p> <p>No report is available for this month. Reports will resume following the arrival of our new Zoning Administrator.</p>
<p>ITEM #6: 7:21 PM</p>	<p>COUNCIL MEETING MINUTES</p> <p>August 12 regular meeting</p> <p>Vice Mayor Currier asked if Ms. Gallagher had had a chance to speak with Chief Muma regarding the signage at our loading zones. She replied that she had not. He then asked about the Town policy for property rentals. Ms. Gallagher responded that she had originally placed both of those items on this agenda but removed them because she was unable to get to them. She added that there was only one applicant for the rental space at 500 Main Street. We are unsure of their occupancy date, but they are very excited to move into that space.</p>

	<p>Mayor Check requested a clarification to her comments in Item 8.</p> <p>Councilmember Bassett noted a correction needed in Item 10B.</p> <p>Motion: Mayor Check made a motion to accept the minutes of August 12, 2014, as amended. It was seconded by Vice Mayor Currier. The motion passed with 4 ayes, 0 nays and 0 abstentions.</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 were no petitions.</i></p>
<p>ITEM #8</p>	<p>PRESENTATIONS</p>
<p>7:25 pm</p>	<p>ITEM 8A: MINGUS UNION HIGH SCHOOL OVERRIDE</p> <p>Dr. Paul Tighe, Superintendent at Mingus Union High School District #4, will address the Council to provide information regarding an upcoming capital override request by the School District.</p> <p><i>Dr. Tighe explained that the Mingus board is seeking a 10% capital override, which will be presented to the voters at the November election. He gave a presentation regarding the importance of the override, what it is and how it differs from last year's. He handed out a brochure that explained the budgetary needs of the school.</i></p> <p><i>Dr. Tighe said that this capital override has actually been renamed as "District Additional Assistance Override." He explained that the funds are restricted - they cannot be used to pay people, only to purchase things. It will only be for seven years and will be capped at \$590,000.</i></p> <p><i>Councilmember Bassett asked if this is a continuation of the previous override or in addition to that. Dr. Tighe responded that this override amount is in addition to the previous override.</i></p> <p><i>Vice Mayor Currier commented that the courts and legislature are still fighting over how much money to give to the schools. He asked if the legislature is going to provide this extra money. Dr. Tighe explained that there is litigation, Cave Creek v. Ducey. Per Proposition 301, he explained, the state was supposed to fund inflationary expenses, but they stopped doing that. A consortium of school districts, including Cave Creek, and other educational organizations, are suing the state, which, he said, now owes the schools around \$1.3 billion, statewide, from the years they didn't pay. The consortium has offered to forget the \$1.3 billion if the state would start paying the inflationary increase this year. This offer was made in May, but they still have not received a response. Dr. Tighe said that he is "cautiously optimistic."</i></p> <p><i>Vice Mayor Currier asked when the revenue would start from the override, if it is approved. Dr. Tighe said that it would start next fiscal year. He also clarified that there is no clause to stop the override if the inflationary increase is restored.</i></p>
<p>ITEM #9:</p>	<p>UNFINISHED BUSINESS</p>
<p>7:40 pm</p>	<p>ITEM 9A: RESOLUTION 525 – A RESOLUTION OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AGREEING TO ASSIST IN THE MANAGEMENT OF FLOODPLAIN ACTIVITIES TO REDUCE FUTURE FLOOD LOSSES PURSUANT TO THE NATIONAL FLOOD INSURANCE ACT OF 1968 AND TITLE 48 OF THE ARIZONA REVISED STATUTES AND AMENDMENTS THERETO, AND DECLARING AN EMERGENCY</p> <p>Council may approve Resolution 525, regarding the Town's intent to participate in the National Flood Insurance Program.</p> <p><i>Ms. Gallagher provided a great deal of information in the meeting packet, and explained that, once the Town has joined this program, our residents will be able to purchase flood insurance.</i></p> <p><i>Mayor Check noted that the program deals with floodplains, but we have none in Jerome, so there will be very little impact to the town's operations.</i></p>

	<p>Mayor Check read Resolution 525 in title only. She added that Jerome and San Luis are the only two municipalities in Arizona that are not currently in the program.</p> <p>Motion: Councilmember Bassett made a motion to approve Resolution 525. It was seconded by Vice Mayor Currier.</p> <p>Councilmember Hunt asked if Mr. Sims had read the Resolution. Mr. Sims responded that he had, and that it is very important to those residents needing flood insurance. It was noted that, if Jerome DID have a floodplain, and if a permit for development within that floodplain was taken out, it would be referred to the county.</p> <p>Jane Moore, a Jerome resident, said that Jerome has mudslide areas with the same effect, and asked if this would effect approval for development within those areas. Ms. Gallagher stated that any floodplains would need to be designated by FEMA.</p> <p>Mr. Sims said that, because there <u>is</u> flooding here, it is important for residents to be able to obtain flood insurance.</p> <p>Mayor Check called the question and the motion passed with 4 ayes, 0 nays and 0 abstentions.</p>
<p>7:45 pm</p>	<p>ITEM 9B: FIRST READING – ORDINANCE 411, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, PERTAINING TO THE NATIONAL FLOOD INSURANCE PROGRAM, ADOPTING BY REFERENCE REVISED FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS, AND FLOODPLAIN MANAGEMENT REGULATIONS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING PENALTIES</p> <p>Council may conduct the first reading of Ordinance 411, which would adopt by reference the floodplain management regulations of Yavapai County. Adoption of floodplain regulations is required in order to participate in the National Flood Insurance Program.</p> <p>Mayor Check read Ordinance 411 in title only.</p> <p>There was no discussion.</p>
<p>7:46 pm</p>	<p>ITEM 9C: VERDE VALLEY ADVISORY COMMITTEE (VVAC)</p> <p>Council may nominate two (2) candidates into Yavapai County Superintendent of Schools Tim Carter's selection process for appointment to the Verde Valley Advisory Committee of the Yavapai College District Governing Board.</p> <p>Mayor Check recused herself and sat with the public.</p> <p>Vice Mayor Currier explained that the municipalities in the Verde Valley have come together behind this program and have been asked to supply two candidates to the pool from which the college will choose the members of the committee. Mr. Currier said that he does not know of any one who would be interested. He said that the Town doesn't have to provide candidates, but can show its support.</p> <p>Motion: Councilmember Hunt made a motion to notify the college that we approve of the plan but have no candidates at the moment. It was seconded by Councilmember Bassett.</p> <p>Ms. Bassett asked if a notice had been posted for residents who may wish to volunteer for this committee. Ms. Gallagher said that no notice had been posted. It was noted that the Town has until September 30 to provide names of candidates.</p> <p>AMENDED Motion: Councilmember Hunt added to his motion that staff post the request for volunteers until mid-month. If there are no applicants, they will inform the committee that there are no candidates, but they still support the committee. Councilmember Bassett amended her second.</p> <p>It was generally agreed that, if any volunteers step forward, Council will review this again at a special meeting prior to September 30. Ms. Bassett noted that, at that meeting, she would like to include the two agenda items dropped from this meeting.</p> <p>Vice Mayor Currier called the question and the motion passed with 3 ayes, 0 nays and 0 abstentions.</p> <p>Mayor Check, who had recused herself, returned to the dais.</p>

ITEM #10	NEW BUSINESS
7:53 pm	<p>ITEM 10A: RESOLUTION 526, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, DECLARING AND ADOPTING THE RESULTS OF THE PRIMARY ELECTION HELD ON AUGUST 26, 2014</p> <p>Council may adopt Resolution 526, declaring and adopting the results of the August 26 Primary Election.</p> <p><i>Following a brief review by Ms. Gallagher,</i></p> <p>Motion: Councilmember Bassett made a motion to adopt Resolution 526. It was seconded by Vice Mayor Currier. The motion passed with 4 ayes, 0 nays and 0 abstentions.</p> <p><i>Ms. Gallagher confirmed that, with the adoption of this resolution, the election results are now official. She said that all five Council seats have been filled, and she will send out Certificates of Election to those elected. Also, she said, the Resolution confirms that Proposition 428 (Ordinance 405) was defeated.</i></p>
7:57 pm	<p>ITEM 10B: VACANCY ON JEROME TOWN COUNCIL</p> <p>Council will discuss the appointment of an individual to fill the vacancy on Town Council created by the passing of Councilmember Bill Phinney, and may make an appointment to fill that vacancy.</p> <p><i>Mayor Check said that the purpose of this agenda item is to discuss whether or not the vacancy created by the passing of Councilmember Phinney should be filled.</i></p> <p>Motion: Councilmember Hunt made a motion to appoint Doug Freund to fill the vacancy on Council. There was no second and the motion failed.</p> <p><i>Vice Mayor Currier said that he does not want to appoint anybody at this time. No matter which way they do it, he said, Council will offend some people and make others happy. He would like to "just cool it" for the rest of the term. Mr. Currier added that he has nothing against Mr. Freund. Mayor Check agreed with Mr. Currier.</i></p> <p>Motion: Vice Mayor Currier made a motion to table this until either the new Council takes office or there is a crisis.</p> <p><i>There was discussion regarding what constituted a crisis and who would determine if there was a crisis. Vice Mayor Currier said that decision should be left to the Mayor. It was opined that if a decision had to be made regarding something and there was a tie vote with the current Council, then they could fill the vacancy in order to reach a decision.</i></p> <p><i>Mr. Sims stated that the law requires Council to fill a vacancy within 60 days; however, because the General Election is within that timeframe, it will be okay. If something comes up, he said, it can be agendized and Council can decide how they want to proceed.</i></p> <p><i>Mayor Check commented that, often, a spouse will fill a vacancy and finish the remainder of the term, because there is usually a salary involved and offering the job to the spouse could prevent hardship. In this case, however, there is no salary and Ms. Phinney already serves on one of our Boards. The Mayor added, regarding selecting one of the new Councilmembers to fill the vacancy, that it would be unfair to choose one person out of the three.</i></p> <p><i>Mayor Check seconded the motion by Vice Mayor Currier. The motion passed with 3 ayes, 1 nay by Councilmember Hunt and 0 abstentions.</i></p>
8:04 pm	<p>ITEM 10C: DISTRICT SIGN</p> <p>Council will review a request by Jack and Denise Guth that a District Sign be located on Town property, and may approve said request.</p> <p><i>Ms. Gallagher explained that DRB tabled this until the new Zoning Administrator is on board, and also because there were some parts of the proposal that Mr. Guth needed to change. She suggested that Council may wish to table this item also, and deferred to Deni Phinney, DRB Chair, who was present.</i></p> <p>Motion: Councilmember Bassett made a motion to table this item. It was seconded by Vice Mayor Currier.</p> <p><i>The Mayor and Vice Mayor agreed that this should be approved by Design Review before coming to Council.</i></p> <p><i>Ms. Phinney explained that DRB tabled this partially because of the absence of the Zoning</i></p>

	<p>Administrator and partially because, when Mr. Guth showed up at the meeting to present their plan, there were still revisions in progress and they were not fully prepared to present it. What they had submitted to Ms. Borowski before she left was just to be considered a preliminary pass in order to get feedback. Because of those two issues, Design Review decided to table it.</p> <p>Mayor Check called the question and the motion passed with 4 ayes, 0 nays and 0 abstentions.</p>
<p>8:05 pm</p>	<p>ITEM 10D: AGREEMENT WITH YAVAPAI COUNTY EDUCATION SERVICE AGENCY FOR CONSULTING SERVICES REGARDING E-RATE REIMBURSEMENTS FOR JEROME TOWN LIBRARY</p> <p>Frank Vander Horst of the Yavapai County Education Service Agency (YCESA) will provide information to Council regarding reimbursements available to the Jerome Public Library through the Federal E-Rate program, and Council may approve an agreement with YCESA for consulting services regarding same.</p> <p>Councilmember Hunt asked if there was any crossover with this agreement and those we have regarding the other County library services. Ms. Jarvis responded that this is completely different.</p> <p>Vice Mayor Currier asked if there were any downsides to this. Ms. Jarvis responded that there are no downsides. She and Mr. Vander Horst are both happy with the arrangement.</p> <p>Mr. Vander Horst explained that this is a federal program that reimburses schools and libraries for a portion of their telecommunication and internet access costs for equipment and services. On a person's telephone bill, there is a line item that says "federal universal service fee." This fee assists the schools and libraries.</p> <p>Mr. Vander Horst explained that the process to obtain the reimbursement is complicated. Ms. Jarvis agreed. Mr. Vander Horst explained how it would work for the Jerome Library: The YCESA would do all the paperwork, at a cost of around \$200, for reimbursements of up to \$9,000 for the Library. He said that their clients include Mingus Union High School and many Phoenix libraries, and the company is the second-largest provider of this service in Arizona.</p> <p>Vice Mayor Currier asked what they do. Mr. Vander Horst said that they go in and do all the work to get the funding for the library.</p> <p>Mayor Check summarized that, if Council approves this agreement, the YCESA would manage the whole E-Rate process, insure compliance with the State of Arizona rules, manage the application process, insure all deadlines are met, and a number of different things that would be too much for our librarian to deal with. Ms. Jarvis agreed and said that she cannot do it.</p> <p>Mayor Check said that, essentially, the contract says that none of these reimbursements are guaranteed, but they are based on a general assessment of the town, and our telecommunication and internet access costs would be eligible. It's quite a bit of money at stake and is worth applying for, and the \$200 cost would be worth it for the processing.</p> <p>Mr. Vander Horst noted that the money the library would be receiving would be for the 2015-16 fiscal year. He said that they would be helping the library get reimbursed by the federal government for telecommunication and internet access services, the related equipment and the maintenance of that equipment.</p> <p>Councilmember Bassett asked what "CIPA" is and if we would need to meet any compliance requirements. Mr. Vander Horst replied that the library would have to be in compliance and he explained that "CIPA" is the Childhood Internet Protection Act, which requires that filters be put on the computers. Ms. Jarvis stated that the library is already in total compliance with all of those requirements.</p> <p>Motion: Councilmember Bassett made a motion to approve this agreement. It was seconded by Councilmember Hunt. The motion passed with 4 ayes, 0 nays and 0 abstentions.</p>
<p>8:13 pm</p>	<p>ITEM 10E: SOLAR DESIGN GUIDELINES</p> <p>Council will review and may approve Solar Design Guidelines developed and approved by the Design Review Board.</p> <p>Mayor Check said that Design Review has been working on this for quite some time. She also noted that Council does not have a complete copy of the Guidelines.</p> <p>Ms. Phinney said that the Design Review Board has been working on this project since Zoning Administrator Carmen Ogden was here. Their intention was to create guidelines for those homeowners in Jerome wanting to install solar panels. Ms. Phinney said that they had come up</p>

	<p>with a 10-page base document with attachments. Once that would be approved by Council, it would be posted to the Town's website and Facebook page. Since they do not have the complete document at this meeting, she asked that Council table this item until the new Zoning Administrator starts.</p> <p>Motion: Vice Mayor Currier made a motion to table this item. It was seconded by Mayor Check. The motion passed with 4 ayes, 0 nays and 0 abstentions.</p>
<p>8:16 pm</p>	<p>ITEM 10F: DISCUSSION REGARDING REFERENDUM RESULTS</p> <p>Council will discuss and consider the Town's options in light of the defeat at the Primary Election of Proposition 428 (Ordinance 405) regarding vacation rentals. During discussion, Council may convene in Executive Session, pursuant to A.R.S. § 38-431.03 (A)(3) for consultation with the Town Attorney.</p> <p>Motion: Vice Mayor Currier made a motion to move to Item 10G at this time. It was seconded by Mayor Check. The motion passed with 4 ayes, 0 nays and 0 abstentions.</p>
<p>8:17 pm</p>	<p>ITEM 10G: ABANDONMENT OF WATER LINE</p> <p>Council will review a recommendation by Public Works Director Dwain Dement for abandonment of a water line serving one property outside of the town limits. During discussion, Council may convene in Executive Session, pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4), for consultation with the Town Attorney.</p> <p><i>Ms. Gallagher explained that Mr. Dement is suggesting abandoning the line that goes to Harry Stewart's property because the entire line, of about 3,000 feet, is on mine property. She read an email from Mr. Dement, which explained that Mr. Stewart had maintained the line until the Town started charging him for water service. Mr. Dement said that Mr. Stewart is okay with maintaining the line, but if the Town is charging him, then it is the Town's responsibility to do that. He feels that it does not make sense for the town to maintain the line because it is fed by a mine-owned line. Duff Sorrels (of Freeport-McMoRan) and Mr. Stewart have agreed that, between the two of them, they can maintain the line. The amount the Town is charging for water does not cover the amount needed for repairs, and, if there were a problem with the line, it would need to be replaced because of its condition. Mr. Dement would like the Town to abandon the line.</i></p> <p><i>Following brief further discussion,</i></p> <p>Motion: Vice Mayor Currier made a motion to go into executive session for Items 10F and 10G. It was seconded by Mayor Check. The motion passed with 4 ayes, 0 nays and 0 abstentions.</p>
<p>8:21 pm 9:31 pm</p>	<p>Council went into executive session.</p> <p>Council reconvened in open session.</p> <p>Regarding Item 10G, direction was given to staff to gather more information on this as well as the physics and exact location of the water line. Council would also like some input from Mr. Stewart.</p> <p>Regarding Item 10F, no direction was given and there was no discussion.</p> <p>Motion: Vice Mayor Currier made a motion to table Item 10F. The motion died for lack of second.</p>
<p>ITEM #11 9:33 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><i>Vice Mayor Currier noted the erosion on Center Street. Ms. Gallagher said that she has spoken with Mr. Dement about that and will check with him again.</i></p> <p><i>Councilmember Bassett said that she would like to enact an ordinance restricting activity at the loading zones; we will need signage. She also would like to address:</i></p> <ul style="list-style-type: none"> • <i>A policy regarding district signs</i> • <i>Solar design standards</i> • <i>A utility rate increase for businesses – residents are paying more per 1,000 gallons than the commercial interests</i> • <i>Drought restrictions</i> • <i>Out of town rates</i> <p><i>Mayor Check said that she would like the dropped items added to a future agenda as well as the financial policies requested by our auditors. Ms. Gallagher said that the financial policies consist of policies and procedures for the day-to-day operations, and as such, may not need to come</i></p>

	<p>before Council. Staff has been documenting this information so that a person just stepping in to the job would have an idea of what to do. It is a book that is in progress, she said, and is still being compiled.</p> <p>Councilmember Bassett added that she would like to discuss a billing policy. Ms. Gallagher said that she is trying to obtain sample policies.</p> <p>It was discussed and agreed that a special meeting would be held on Tuesday, September 23, at 6:30 p.m. The agenda will include nominations to the Yavapai College Advisory Committee, signage for loading zones and a policy regarding rentals of Town properties.</p> <p>Ms. Gallagher noted that the November regular Council meeting falls on Veteran's Day. Mr. Sims noted that, per the Town Code, if a regular meeting falls on a holiday, the meeting shall be held on the next succeeding day that is not a holiday. As such, it was agreed that the regular November meeting would take place on Wednesday, November 12, at 7:00 p.m. The new Council will be seated at that meeting.</p> <p>Councilmember Hunt informed Council that he will be away between October 9 and 12.</p> <p>Councilmember Bassett asked if there has been any response from the Corporation Commission regarding Smart Meters. Ms. Gallagher responded that there has been no response.</p>
<p>ITEM #12</p>	<p>ADJOURNMENT</p> <p>Upon motion by Councilmember Bassett seconded by Vice Mayor Currier and unanimously approved, the meeting was adjourned at 9:45 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: _____