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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 8, 2016, AT 7:00 P.M.

<b>ITEM #1:</b>	<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 Currier called the meeting to order at 7:00 p.m.</i></p> <p><i>Town Manager/Clerk Candace Gallagher called roll. Present were Mayor Currier, Vice Mayor Freund, Councilmember Stewart, Councilmember Barber and Councilmember Vander Horst.</i></p> <p><i>Other staff present were Albert Sengstock, Zoning Administrator, and Joni Savage, Deputy Clerk.</i></p>
<b>ITEM #2:</b> 7:01	<p><b>PLEDGE OF ALLEGIANCE</b></p> <p>Mayor/Chairperson to lead the Pledge.</p> <p><i>Mayor Currier led the Pledge of Allegiance.</i></p>
<b>ITEM #3:</b> 7:02	<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, Municipal Court, Police Chief, and Fire Chief.</p> <p><i>Referring to the Town Manager's report, Vice Mayor Freund asked Ms. Gallagher if we will be getting an estimate regarding the retaining wall near Town Hall. Ms. Gallagher replied that our engineers are seeking a proposal from a structural engineer.</i></p> <p><i>Councilmember Vander Horst asked Ms. Gallagher if she knew why our January sales taxes were down from last year. She said that she did not know, and surmised that it could have been due to the weather.</i></p> <p><b>Motion:</b> Vice Mayor Freund made a motion <b>to accept the staff reports.</b> It was seconded by Councilmember Stewart.</p> <p><i>Councilmember Vander Horst commented that he is sorry to hear that we are losing officer Matt Kline. Mayor Currier agreed, and noted that, according to Chief Muma's report, it has to do with the cost of medical insurance for our employees. He said that he has asked Ms. Gallagher to look into that and see if there is anything we can do to lessen that cost. He then called the question.</i></p> <p><b>The motion passed, 5-0.</b></p>
<b>ITEM #4:</b> 7:03	<p><b>FINANCIAL REPORTS</b></p> <p>Issued checks and financial reports for the month of February 2016. 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><i>Councilmember Vander Horst asked how often we are billed for police dispatch services. Ms. Gallagher said that she believes it is semi-annual, twice a year.</i></p> <p><i>Vice Mayor Freund noted a new item that was included in the financial reports – a listing of general ledger entries. He asked if there was any call for this document, or if it is a waste of time and money. Mayor Currier said that he did not request that, although he did use it when reviewing the reports. He asked Councilmember Vander Horst if he had requested it, and Mr. Vander Horst said that he did not. Council was puzzled as to why the new report was included.</i></p> <p><i>Ms. Gallagher noted that her packet did not include the report, and she had not seen it,</i></p>

**Jerome Town Hall Located at 600 Clark Street, Jerome Civic Center**

	<p>but guessed that it may have been offered by Ms. Cretti in response to questions by Council about why numbers for the prior month sometimes change after month's end. Mayor Currier said that he does not feel that the new report deals with that problem. He then called for a motion.</p> <p><b>Motion:</b> Councilmember Stewart made a motion <b>to accept the financial reports.</b> It was seconded by Mayor Currier. <b>The motion passed, 5-0.</b></p>
<p><b>ITEM #5:</b> <b>7:07</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>Mr. Sengstock reviewed his report, and stated that:</p> <ul style="list-style-type: none"> <li>• The Planning and Zoning Commission and the Design Review Board approved the Mills construction project.</li> <li>• The General Plan Steering Committee is almost done with the Economic Development Element, and will be starting work on the Historic Preservation Element, which should not take too long.</li> <li>• The gentleman wishing to develop the Clubhouse is waiting for the seller to get some things sorted out.</li> <li>• The Planning and Zoning Commission approved the Walsh apartments for remodel, and it is going to DRB next week for their review.</li> <li>• He will be attending the April meeting of the Verde Valley Homeless Coalition.</li> </ul> <p>Councilmember Vander Horst asked, "What is the mechanism for Council to review the General Plan? If the Economic Development Element is almost done, shouldn't we be looking at it?" Mr. Sengstock replied that they will be bringing it to Council element by element. He explained that each element will go first to the Planning and Zoning Commission, then to the Council for review.</p> <p>Mayor Currier asked if there is a vacancy on the Planning and Zoning Commission, and Mr. Sengstock confirmed this.</p>
<p><b>ITEM #6:</b> <b>7:11</b></p>	<p><b>COUNCIL MEETING MINUTES</b></p> <p>February 9 regular meeting</p> <p>Ms. Gallagher noted a minor correction to the meeting minutes under Item 10E.</p> <p>Mayor Currier referenced a discussion at the February 9 meeting about a proclamation regarding Jerome's historic status, and said that he feels that would be appropriate for the April meeting. He explained that, 50 years ago, Jerome was designated as a National Historic District, and we have an anniversary coming up. Vice Mayor Freund said that he would work on the proclamation.</p> <p><b>Motion:</b> Councilmember Vander Horst made a motion <b>to accept the minutes of February 9, 2016.</b> Vice Mayor Freund seconded it. <b>The motion passed, 5-0.</b></p>
<p><b>ITEM #7:</b> <b>7:14</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 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>Jane Moore, a Jerome resident, said that the latest news shows that the State legislature seems to be taking control away from the local governments. Fireworks was one area, she said, and now it is vacation rentals. How is it fair, she asked, for the State legislature to take away control from local jurisdictions? She believes that local people understand how best to deal with the issues, and this affects zoning. She said that she hopes that Council is as concerned about this as some of the state's residents, and that they will be discussing it with other communities.</p>

<p><b>ITEM #8:</b>  7:16</p>	<p style="background-color: #00AEEF; color: white; padding: 2px;"><b>PRESENTATIONS</b></p> <p><b>ITEM #8A: VERDE RIVER BASIN PARTNERSHIP</b></p> <p>Chris Jensen of the Verde River Basin Partnership will offer a presentation regarding the group's new "Verde River Basin Water Resources Primer," a book covering a variety of issues that affect the health of the Verde River.</p> <p><i>Chris Jensen introduced himself as a board member of the Verde River Basin Partnership, and said that he was here to present each Council member with a copy of the recently published Verde River Basin Water Resources Primer.</i></p> <p><i>Mr. Jensen explained that the Partnership is a nonprofit scientific education-based organization dedicated to the protection of the Verde River. The Verde River provides water recreation, wildlife habitat and the bulk of the water used for agriculture, and contributes to the quality of life in this area.</i></p> <p><i>Currently, he said, the river is under attack and the principal enemy is excessive ground water pumping. In 1974, there were 1,627 wells in the Verde Valley; by 2011 there were 6,436 wells. That represents an increase of almost 400%, he said, which leads to a loss of stream flow, recreation, wildlife habitat and eventually water rights holders.</i></p> <p><i>The partnership believes that education is one way to provide protection to the river. The Primer is intended for interested citizens, teachers and decision makers. It consists of 138 pages and nine chapters, which he briefly reviewed. He said that the Partnership hopes that the Primer will be a valuable asset in Council's decision making regarding the Verde River.</i></p> <p><i>Councilmember Vander Horst asked if the primer addresses the average GPM over time. Mr. Jensen replied that it does. There are some estimates that go back to the 1950's, he said, and some further back; unfortunately, some of that data is not available. There are graphs showing the decrease in flow from roughly 1910, and stream loss can be documented from that time forward.</i></p> <p><i>Ms. Gallagher asked if we could get a copy for our library so that it would be available to our residents. Mr. Jensen said that he would look into that – it should be possible.</i></p> <p><i>Mayor Currier asked if we were members of the Verde River Basin Partnership. Jane Moore said that, long ago, the Town had a representative at their meetings. She is still attending the meetings, she said, but she doesn't know if we are a part of it financially. "It is a good one," she said. Mayor Currier said that Council should discuss joining the Partnership at the upcoming budget hearings.</i></p> <p><i>Councilmember Barber said that she has been to the meetings on this side of the hill. She mentioned that Gary Beverly has wanted to come up here, and asked Mr. Jensen if he had come here in his place. "No," Mr. Jensen said, and explained that Mr. Beverly is with CWAG (Citizens Water Advocacy Group), a "sort of sister organization." Councilmember Barber said that there seems to be many organizations involved. Mr. Jensen said, "We are trying to bring more organizations together so that we are not duplicating each other's efforts, but to partner with them."</i></p> <p><i>Ms. Moore noted that the Verde Watershed Association has folded into the Verde River Basin Partnership, and the Yavapai County Water Advisory Committee is "pretty much defunct."</i></p> <p><i>Mayor Currier thanked Mr. Jensen for his presentation, and Mr. Jensen said that he will make sure our Library receives a copy of the Primer.</i></p>
<p><b>ITEM #9</b></p>	<p style="background-color: #00AEEF; color: white; padding: 2px;"><b>UNFINISHED BUSINESS</b></p>
<p>7:24</p>	<p><b>ITEM #9A: APPOINTMENTS TO PLANNING &amp; ZONING COMMISSION AND/OR DESIGN REVIEW BOARD</b></p> <p>Council will review applications received to serve on the Design Review Board and/or Planning and Zoning Commission, and may appoint persons to fill vacancies as follows: Design Review Board – remainder of the three-year term ending February 28, 2018; Planning and Zoning Commission - remainder of the three-year term ending February 28, 2017.</p> <p><i>Mr. Sengstock introduced John Schroeder and Mary Beth Barr, both of whom had applied to serve on the Design Review Board. (No applications were received for the Planning and Zoning Commission.) He thanked each for being willing to participate.</i></p> <p><i>Mr. Sengstock said that Mr. Schroeder has a very strong technical background, and Ms. Barr has already been through our Design Review process. He noted that Mr. Schroeder's background has been dealing with antiquities rather than with the type of rehabilitation</i></p>

	<p>projects we deal with here. He appreciates both of their applications, he said, and recommended Ms. Barr for appointment to the DRB. He added that he believes Mr. Schroeder could learn Planning and Zoning, given his technical background.</p> <p>Mayor Currier invited both applicants to speak.</p> <p>Ms. Barr explained her background and why she would like to get involved with the Town. She has done four restorations, she said, which she feels is a strong point for her.</p> <p>Mr. Schroeder said that, while he is an archeologist and has worked with the National Parks Service (NPS), he has worked on more than just prehistoric ruins. He noted that, at Tuzigoot, he did all of the compliance work for the WPA (Works Progress Administration) era Visitors Center, as well as for the housing below. He also worked with a WPA-era adobe structure at Montezuma's Castle. When he worked for Joshua Tree National Park, he worked on historic mining structures from the turn of the century. He said that he does have quite a bit of background in stabilization of prehistoric structures, but that is not all he has done. He has worked with the State Historic Preservation Office in California and Arizona, and during his time with the NPS, he was in charge of SHPO compliance. He added that he believes that his expertise would be better suited to the Design Review Board than to Planning and Zoning because it is "certainly my bailiwick." The Mayor asked if he could handle serving on the P&amp;Z Commission "for awhile." "I would rather not," Mr. Schroeder replied.</p> <p>Mayor Currier said "we have an abundance of talent," and Councilmember Vander Horst agreed, saying, "that is a rare treat."</p> <p><b>Motion:</b> Mayor Currier made a motion <b>to seat Mary Beth Barr on the Design and Review Board</b> and it was seconded by Councilmember Stewart.</p> <p>Councilmember Vander Horst said that he believes both are excellent candidates; however, from what he has read and heard, he believes that Mr. Schroeder's qualifications are greater. The Mayor called the question.</p> <p>The <b>motion failed, with 2 ayes and 3 nays.</b></p> <p><b>Motion:</b> Vice Mayor Freund moved <b>to appoint John Schroeder to the Design and Review Board</b> and it was seconded by Councilmember Barber. The <b>motion passed, 4-1.</b></p> <p>Mayor Currier thanked both applicants and said that he was sorry that they both could not be on the Board.</p>
<p>7:32</p>	<p><b>ITEM #9B: APPOINTMENT TO PSPRS BOARD</b></p> <p>Council may approve the Mayor's appointment of a citizen member of Jerome's local Public Safety Personnel Retirement System (PSPRS) Board for the remainder of a four-year term ending November 20, 2019.</p> <p>Mayor Currier explained that the PSPRS covers Police and Fire Departments, not other staff. He has not yet found a likely candidate for this seat, he said, and would like to table this for another meeting.</p> <p><b>Motion:</b> Mayor Currier moved to <b>table the appointment to the board</b>, Vice Mayor Freund seconded it.</p> <p>The Mayor noted that the PSPRS board meets twice a year, and the next meeting is not until November. It's an easy job, he said, and asked Mary Beth Barr if she would be interested. She declined.</p> <p>The <b>motion passed, 5-0.</b></p>
<p>7:35</p>	<p><b>ITEM #9C: CDBG GRANT FOR HOUSING REHABILITATION – DRAFT LIMITED HOUSING REPAIR PROGRAM GUIDELINES</b></p> <p>Council will review, and may make changes to, the first draft of Limited Housing Repair Guidelines with respect to housing rehabilitation to be undertaken with 2016 Community Development Block Grant (CDBG) funds. Review and approval of the final draft will be scheduled for April 12, 2016.</p> <p>Mayor Currier explained that Ms. Gallagher has presented for Council's review a first draft of guidelines for the Housing Rehabilitation project, which she compiled using guidelines from other communities.</p> <p>Ms. Gallagher noted that Council's draft inadvertently included two "page fives," and explained which version was correct. She also noted that a provision on page 2, regarding the maximum level of rehabilitation assistance permissible, should be deleted as it does not apply to CDBG funding.</p>

Discussion ensued, the highlights of which are presented below.

- Mayor Currier questioned a statement that "Funds will not be granted for property with the potential for foreclosure." Any house with a mortgage has the potential of foreclosure, he said, and suggested that this be clarified.
- Mayor Currier also questioned a statement included in the paragraph which begins, "The loan will not be called as long as the dwelling is the principal and only residence of the Homeowner or a qualifying immediate family member who has inherited the property ..." The statement in question reads, "The Town of Jerome may waive the residency requirement in a hardship case and reserves the right to make such decisions on a case by case basis." He noted that homes must be owner-occupied to qualify for funding, and asked how we could waive that. Ms. Gallagher will ask Isabel Rollins at NACOG about this.
- The Mayor questioned a statement on the fourth page regarding circumstances that will be considered evidence of default. One of the listed circumstances was "payoffs of any kind ..." That could be interpreted as meaning one can't pay off the mortgage during the term of this loan. Ms. Gallagher said that it is likely meant to mean pay OUTS rather than pay OFFS, and will review that with Ms. Rollins. She noted that this language (and most of the rest as well) was taken directly from guidelines in place in other communities.
- Councilmember Vander Horst noted that "eligible activities" includes heating systems, but fireplaces are listed as ineligible. Depending on how you define a fireplace, he said, there are homes in town that are heated only by fireplaces. Ms. Gallagher said that this can be clarified.
- Vice Mayor Freund asked about the meaning of ownership in this document. He asked if an individual who lives in a home owned by his parents would qualify. Ms. Gallagher said that it is a CDBG requirement that the home must be owner-occupied.
- Mayor Currier noted that these guidelines provide that the maximum loan will be \$40,000. Ms. Gallagher said that the maximum is up to Council, and added that NAGOG'S administration fee would come out of that amount. Vice Mayor Freund pointed out a provision stating that the maximum may be exceeded on a case-by-case basis.

It was agreed that Ms. Gallagher will revise the document in accordance with Council's discussion and Council will review it again at the special meeting scheduled for March 22.

#### **ITEM #9D: NATIONAL LEAGUE OF CITIES (NLC) SERVICE LINE WARRANTY PROGRAM**

**7:45**

Council will discuss the Town's participation in the NLC's Service Line Warranty program, and may determine whether or not to continue that participation.

Mayor Currier explained that the Town agreed, through the National League of Cities, to participate in a service line warranty program. The warranty covers the water line from the meter to the house and the sewer line from the main to the house. We've had several people sign up for it, he said, and one person has had a \$750 claim paid to them. On the other hand, one of the rules is that the warranty company uses our letterhead and the Mayor's signature. This leads people to believe that the Town is pushing this.

Ms. Gallagher said that, for the letter which will be going out soon, they have agreed not to use the Mayor's signature, however they do need to use the Town's logo. She read Council an email she had received from the company in response to her inquiry about that. The letter stated, "I can understand the concern. One thing to keep in mind is the letter is paid for, printed, and shipped by the program, but the message is on behalf of the city to educate homeowners of their responsibility as far as utility lines and offer an optional low cost solution. The presence of the logo and address on the outer envelope and at the top of the letter results in the maximum amount of residents opening and reading the letter, learning of their responsibility, and making the conscious decision on whether this program is right for them. This creates an economy of scale that allows the program to be offered to your residents at the lowest price possible. Without the City's logo, only a small fraction of your homeowners would ever read the letter, as many would assume that it is junk mail and simply toss it in the trash. That would result in the need for the program to drastically raise rates or reduce coverage to remain sustainable. As a reputable organization, we are not going to drastically increase rates or reduce coverage. However, that also means that we can't modify the program in a way that would result in

	<p>the need for those types of measures.”</p> <p>Mayor Currier said that, because someone has used the program, he believes it is worth doing, although he’s happy they are removing his signature.</p> <p>Vice Mayor Freund said that he believes it is a good program, yet it is frustrating sending out a mailing that looks like it’s coming from the Town. He would support it since people can get off the mailing list.</p> <p>Ms. Gallagher advised Council that, in order for our residents to enroll in the program, the Town must be participating. If the Town discontinued the agreement, those residents already enrolled would be able to continue, but coverage would not be available to any other residents. She explained that, when Council first approved this program, it was agreed to forego any revenue to the Town so that a discounted rate could be offered to our residents.</p> <p>Councilmember Barber mentioned there are 32 active enrollments. She agreed that we should continue the program. If people don’t like it, she said, they can be removed from the mailing list.</p> <p><b>Motion:</b> Vice Mayor Freund made a motion <b>to approve continued participation in the National League of Cities Service Line Warranty Program</b>, and it was seconded by Councilmember Barber. <b>The motion passed, 4-1.</b></p>
<p><b>ITEM #10</b> <b>7:54</b></p>	<p><b>NEW BUSINESS</b></p> <p><b>ITEM #10A: 2016 JEROME FILM AND MUSIC FESTIVAL</b></p> <p>Toni Ross will address the Council to request permission for the use of Town venues for the 2016 Jerome Film and Music Festival, slated for June 9 – 12, 2016.</p> <p>Mayor Currier noted that Ms. Ross had car trouble and was unable to get to this meeting. “We may remember her from last year and the year before,” he said, and added that the Chamber “feels it is a disaster waiting to happen” and does not want to get involved, and the Historical Society will not put them on their agenda until 2020. Councilmember Vander Horst said, regarding the Historical Society, that he believed it was 2017, not 2020.</p> <p>Ms. Gallagher said that she believes that Ms. Ross was going to ask for the use of the 300 level parking lot and the fire station. Councilmember Vander Horst asked what kind of use they are planning, and whether alcohol would be involved. Ms. Gallagher said that she wasn’t sure, however she did see a reference to “wine tasting” on their website.</p> <p>Mayor Currier made a motion to deny the Town’s cooperation and suggest that Ms. Ross go elsewhere, but immediately retracted it.</p> <p><b>Motion:</b> Vice Mayor Freund moved to <b>table the matter</b>. Councilmember Stewart seconded the motion.</p> <p>Ms. Gallagher noted that Ms. Ross will want to be on April meeting agenda. Mayor Currier and Councilmember Vander Horst agreed that, in all fairness, Council should hear her out.</p> <p><b>The motion passed, 5-0.</b></p>
<p><b>ITEM #11</b> <b>7:547</b></p>	<p><b>TO AND FROM THE COUNCIL</b></p> <p>Council may direct Staff as to items of pending importance that they would like placed on a future meeting agenda.</p> <p>Mayor Currier introduced Randy Garrison, a member of the Cottonwood Council who is running for County Supervisor, and had been present at the meeting.</p> <p>Councilmember Vander Horst said that he would like to add an agenda item for the next Council meeting for discussion and possible direction to staff. He would like to know Council’s desire as to what we should do with the Hotel Jerome. He said that he sees at least four options: 1)to continue to let it deteriorate; 2)to take it upon ourselves to fix it; 3) to sell it to someone else who would fix it; or 4) a partnership with someone. He said that he believes it is a beautiful building and we should do something with it. “I know there have been a lot of tries before,” he said, “but we should try again.”</p>
<p><b>ITEM #12</b></p>	<p><b>ADJOURNMENT</b></p> <p>Upon <b>motion</b> by Councilmember Barber, seconded by Vice Mayor Freund and unanimously approved, the <b>meeting was adjourned at 7:59 p.m.</b></p>

Edited by Town Manager/Clerk Candace Gallagher from minutes taken and transcribed by Deputy Town Clerk Joni Savage.

APPROVE:

ATTEST:

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Lew Currier, Mayor

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Candace B. Gallagher, CMC, Town Manager/Clerk

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