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TOWN OF JEROME, ARIZONA

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MINUTES

SPECIAL MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS TUESDAY, NOVEMBER 22, 2016 AT 6:30 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 Vander Horst called the meeting to order at 6:30 p.m.</i></p> <p><i>Town Manager/Clerk Candace Gallagher called roll. Present were Mayor Vander Horst, Vice Mayor Kinsella, Councilmember Bachrach, Councilmember Barber and Councilmember Currier.</i></p> <p><i>Other staff present were Barry Woltencroft, Building Inspector, and Joni Savage, Deputy Clerk.</i></p>
<p>ITEM #2: 6:30</p>	<p>RESOLUTIONS</p> <p>ITEM #2A: RESOLUTION NO. 544, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL BUILDING CODE, 2012 EDITION," TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may adopt Resolution 544, to declare as a Public Record the 2012 International Building Code, together with amendments thereto.</p> <p>Motion: <i>Councilmember Currier made a motion to adopt Resolution No. 544. It was seconded by Vice Mayor Kinsella.</i></p> <p><i>Mayor Vander Horst asked if there were any questions.</i></p> <p><i>Councilmember Barber asked for clarification: "Is this to bring us out of the 2003 Codes and into 2011 and 2012?"</i></p> <p><i>"Yes," Mr. Woltencroft replied. He clarified that it is for new construction only.</i></p> <p><i>Ms. Gallagher noted that these updates are important in terms of property insurance rates. Vice Mayor Kinsella agreed, and said that it is possible that rates may go down as a result.</i></p> <p><i>Mr. Woltencroft explained that we are audited by ISO¹ every six years, and they grade the building department and fire department on Codes and training of personnel. That information goes to the insurance companies.</i></p> <p><i>Councilmember Currier asked where other towns are on these Codes.</i></p> <p><i>Mr. Woltencroft replied that most jurisdictions in the state are using the 2012 Codes. Typically, a jurisdiction will skip a year, he said. We should have updated to 2009, and now they're printing 2015. "We're still on 2003," he said, "so we're pretty far behind."</i></p> <p><i>Councilmember Bachrach asked if there are any significant changes with these updates that we should be aware of.</i></p> <p><i>"No, not really," Mr. Woltencroft replied. He added that there are more requirements for electrical, and the verbiage has been tweaked somewhat. Also, multistory residential buildings must now have guards on the windows.</i></p> <p><i>Councilmember Bachrach asked about sprinkler systems in residential buildings.</i></p> <p><i>Mr. Woltencroft said, "That's under Fire Code and Town Ordinance." He added, "Keep in mind that we're running about one new house a year."</i></p> <p>The motion passed, 5-0.</p>

¹ Clerk's note: ISO stands for International Organization for Standardization.

6:36

ITEM #2B: RESOLUTION NO. 545, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, 2012 EDITION," TOGETHER WITH AMENDMENTS THERETO

Council may adopt Resolution 545, to declare as a Public Record the 2012 International Residential Code for One- and Two-Family Dwellings, together with amendments thereto.

Motion: Vice Mayor Kinsella made a motion **to adopt Resolution No. 545.** It was seconded by Councilmember Bachrach.

Councilmember Barber asked Mr. Wolstencroft if anything notable had changed on this. Mr. Wolstencroft replied that, somewhere in 2006 or 2009, they started requiring carbon monoxide detectors.

After brief further discussion, the **motion passed, 5-0.**

6:38

ITEM #2C: RESOLUTION NO. 546, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL MECHANICAL CODE, 2012 EDITION," INCLUDING APPENDIX A, TOGETHER WITH AMENDMENTS THERETO

Council may adopt Resolution 546, to declare as a Public Record the 2012 International Mechanical Code, including Appendix A, together with amendments thereto.

After brief discussion regarding the language of the adopting Resolution,

Motion: Councilmember Currier made a motion **to adopt Resolution No. 546.** It was seconded by Vice Mayor Kinsella.

The **motion passed, 5-0.**

6:40

ITEM #2D: RESOLUTION NO. 547, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL PLUMBING CODE, 2012 EDITION," INCLUDING APPENDICES B, C, D AND E, TOGETHER WITH AMENDMENTS THERETO

Council may adopt Resolution 547, to declare as a Public Record the 2012 International Plumbing Code, including Appendices B, C, D and E, together with amendments thereto.

Motion: Councilmember Currier made a motion **to adopt Resolution No. 547.** It was seconded by Vice Mayor Kinsella.

Vice Mayor Kinsella noted an amendment regarding a requirement under "Sewage Backflow" for sewage backwater valves, and said, "I thought that was already in place." Ms. Gallagher said, "It is," and explained that this amendment is identical to the amendment that was adopted to the 2003 Code.

After brief further discussion, the **motion passed, 5-0.**

6:42

ITEM #2E: RESOLUTION NO. 548, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "NATIONAL ELECTRICAL CODE, 2011 EDITION," TOGETHER WITH AMENDMENTS THERETO

Council may adopt Resolution 548, to declare as a Public Record the 2011 National Electrical Code, together with amendments thereto.

Motion: Councilmember Bachrach made a motion **to adopt Resolution No. 548.** It was seconded by Councilmember Currier.

Councilmember Barber requested clarification regarding a chapter that was deleted by amendment (Chapter 8, Communication Systems).

Councilmember Bachrach said that this is apparently for low voltage electrical, such as telephone wires and doorbells.

The **motion passed, 5-0.**

6:44

ITEM #2F: RESOLUTION NO. 549, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL FUEL GAS CODE, 2012 EDITION," INCLUDING APPENDICES A, B, C AND D, TOGETHER WITH AMENDMENTS THERETO

Council may adopt Resolution 549, to declare as a Public Record the 2012 International Fuel Gas Code, including Appendices A, B, C and D, together with amendments thereto.

Motion: Councilmember Currier made a motion to adopt Resolution No. 549. It was seconded by Councilmember Bachrach.

The motion passed, 5-0.

6:45

ITEM #2G: RESOLUTION NO. 550, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "INTERNATIONAL PROPERTY MAINTENANCE CODE, 2012 EDITION," TOGETHER WITH AMENDMENTS THERETO

Council may adopt Resolution 550, to declare as a Public Record the 2012 International Property Maintenance Code, together with amendments thereto.

Motion: Councilmember Currier made a motion to adopt Resolution No. 550. It was seconded by Councilmember Bachrach.

Vice Mayor Kinsella stated, "This is a pretty loaded resolution." He asked who is responsible for paying for things like broken sidewalks. "We don't have a determination in this town as to who actually owns what," he said. He noted that the amendments delete Section 302.3, regarding sidewalks and driveways. "That makes me leery," he said. "There are a lot of trips and falls here."

Ms. Gallagher noted that our Town Code provides that property owners are responsible for maintaining sidewalks.

Doree Christiansen, a local resident, asked if this was an update of the code or a new piece being added in. Mr. Wolstencroft explained that it is an update.

Councilmember Barber asked if the provision regarding motor vehicles ("... no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, except when completely enclosed by an opaque fence at least six feet (6') high, and no vehicle at any time shall be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. ...") was already in our code. Mr. Wolstencroft confirmed that it has been in place since the 2003 International Property Maintenance Code was adopted (in 2007). He added, "the whole town is in violation."

"How do you reconcile that?" Councilmember Bachrach asked.

"It's there if you need it," Mr. Wolstencroft replied. "I could be up here 13 hours a day. We don't go out seeking this stuff."

"I'd like to think we do what we say we're going to do," Mr. Bachrach said.

Vice Mayor Kinsella said that he is "a collector of items," but his collection does not interfere with anyone else. "If someone is a collector that DOES interfere with someone else, and there are perhaps health issues involved, who would enforce that?" he asked.

"The new Zoning Administrator²," Mr. Wolstencroft replied. He reiterated that the Code gives us the authority to go after somebody if something gets out of control.

"At the moment," Councilmember Currier said, "we wait until we get a complaint. Vice Mayor Kinsella agreed, saying, "It's always been complaint driven."

Vice Mayor Kinsella asked if the Town has determined who owns what when it comes to sidewalks. "We've tried," Ms. Gallagher said. "We have a map from ADOT, but it is not clear."

Councilmember Currier asked, "What if we don't approve this?"

Mr. Wolstencroft explained why this is needed. "I would have to have it in place if we had a structural issue that needed to be taken care of," he said. "We'd go through the Town Attorney and say we had adopted this Code, and therefore it would have to be enforced."

² Clerk's note: The Code, as amended, provides that it is enforced by the Building Official, not the Zoning Administrator.

	<p>Councilmember Currier noted that, if we do not adopt this Resolution, we would revert to the previously adopted property maintenance code.</p> <p>"If you didn't adopt it," Mr. Wolstencroft said, "you could come up with your own ordinance. Or you would just leave the 2003 Code in place. I don't think that they've changed anything since the 2003."</p> <p>Councilmember Currier stated, "Then it really makes no difference, we would revert to the same code."</p> <p><i>The motion passed, 5-0.</i></p>
<p>ITEM #3</p>	<p>ORDINANCES</p>
<p>6:57</p>	<p>ITEM #3A: FIRST READING: ORDINANCE NO. 422, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-1 OF THE JEROME TOWN CODE TO ADOPT THE 2012 INTERNATIONAL BUILDING CODE, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt the 2012 International Building Code, together with amendments thereto.</p> <p><i>Mayor Vander Horst read Ordinance No. 422 by title.</i></p> <p><i>Ms. Gallagher explained that adopting these Codes by reference avoids the need (and costs) to publish the entire Codes in the newspaper.</i></p>
<p>6:58</p>	<p>ITEM #3B: FIRST READING: ORDINANCE NO. 423, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-1 OF THE JEROME TOWN CODE TO ADOPT THE 2012 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt the 2012 International Residential Code for One- and Two-Family Dwellings, together with amendments thereto.</p> <p><i>Mayor Vander Horst read Ordinance No. 423 by title.</i></p>
<p>6:59</p>	<p>ITEM #3C: FIRST READING: ORDINANCE NO. 424, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-4 OF THE JEROME TOWN CODE TO ADOPT THE 2012 INTERNATIONAL MECHANICAL CODE, INCLUDING APPENDIX A, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt the 2012 International Mechanical Code, including Appendix A, together with amendments thereto.</p> <p><i>Mayor Vander Horst read Ordinance No. 424 by title.</i></p>
<p>7:00</p>	<p>ITEM #3D: FIRST READING: ORDINANCE NO. 425, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-2 OF THE JEROME TOWN CODE TO ADOPT THE 2012 INTERNATIONAL PLUMBING CODE, INCLUDING APPENDICES B, C, D AND E, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt the 2012 International Plumbing Code, including Appendices B, C, D and E, together with amendments thereto.</p> <p><i>Mayor Vander Horst read Ordinance No. 425 by title.</i></p>
<p>7:00</p>	<p>ITEM #3E: FIRST READING: ORDINANCE NO. 426, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-3 OF THE JEROME TOWN CODE TO ADOPT THE 2011 NATIONAL ELECTRICAL CODE, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt the 2011 National Electrical Code, together with amendments thereto.</p> <p><i>Mayor Vander Horst read Ordinance No. 426 by title.</i></p>
<p>7:00</p>	<p>ITEM #3F: FIRST READING: ORDINANCE NO. 427, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-6 OF THE JEROME TOWN CODE TO ADOPT THE 2012 INTERNATIONAL FUEL GAS CODE, INCLUDING APPENDICES A, B, C AND D, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt</p>

<p>7:00</p>	<p>the 2012 International Fuel Gas Code, including Appendices A, B, C and D, together with amendments thereto. <i>Mayor Vander Horst read Ordinance No. 427 by title.</i></p> <p>ITEM #3G: FIRST READING: ORDINANCE NO. 428, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-7 OF THE JEROME TOWN CODE TO ADOPT THE 2012 INTERNATIONAL PROPERTY MAINTENANCE CODE, TOGETHER WITH AMENDMENTS THERETO</p> <p>Council may conduct the first reading of an ordinance to amend the Jerome Town Code to adopt the 2012 International Property Maintenance Code, together with amendments thereto. <i>Mayor Vander Horst read Ordinance No. 428 by title.</i></p>
<p>ITEM #4: 7:01</p>	<p>ZONING ADMINISTRATOR POSITION</p> <p>Council will review any additional applications that may have been received by this meeting date for the position of Zoning Administrator, and may conduct interviews for same. As of the agenda preparation date, one interview has been scheduled with Jeff Koppelmaa. Council may make an appointment to fill the position, or direct staff to schedule additional interviews. Some or all of this discussion may take place in executive session, pursuant to A.R.S. § 38-431.03 (A)(1). Any action will be taken in open session.</p> <p><i>Interviews had been conducted on November 10 with three candidates for Zoning Administrator: Kyle Dabney, Charlotte Page and John Schroeder. Mayor Vander Horst said that he believes there are no other applications at this time.</i></p> <p><i>Ms. Gallagher explained that Jeff Koppelmaa, who had applied in the interim, has recently withdrawn his application. Mr. Koppelmaa was present, and confirmed this, stating that he would prefer to volunteer.</i></p> <p><i>Mayor Vander Horst asked Council if they would like to go into executive session to discuss the candidates we have.</i></p> <p>Motion: Vice Mayor Kinsella made a motion to go into executive session and it was seconded by Councilmember Currier. The motion passed, 5-0.</p> <p><i>Council went into executive session at 7:02 p.m., and reconvened in open session at 7:12 p.m. Councilmember Bachrach did not attend the executive session, as his wife, Charlotte Page, was one of the candidates. Upon reconvening,</i></p> <p>Motion: Councilmember Currier made a motion to eliminate Ms. Page from consideration for the Zoning Administrator position. It was seconded by Councilmember Barber. <i>Mr. Currier explained that she doesn't have any background in this field.</i></p> <p>The motion passed with 4 ayes, 0 nays and 1 abstention.</p> <p>Motion: Vice Mayor Kinsella made a motion to enter again into executive session and it was seconded by Councilmember Currier. The motion passed, 5-0.</p> <p><i>Council entered into executive session at 7:13 p.m., and reconvened in open session at 7:38 p.m. Upon reconvening,</i></p> <p>Motion: Vice Mayor Kinsella made a motion to offer Kyle Dabney a full-time position as Zoning Administrator with the Town of Jerome. The motion was seconded by Councilmember Currier. The motion passed, 4-1.</p>
<p>ITEM #5:</p>	<p>ADJOURNMENT</p> <p><i>Upon motion by Vice Mayor Kinsella, seconded by Councilmember Barber, and unanimously approved, the meeting was adjourned at 7:40 p.m.</i></p>

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

APPROVE:

ATTEST:

 Frank Vander Horst, Mayor

 Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____