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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 14, 2017, AT 7:00 P.M.

<p>ITEM #1:</p>	<p>CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE</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 7:01 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 Rusty Blair, Fire Chief, Joni Savage, Deputy Clerk, and Kyle Dabney, Zoning Administrator.</i></p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance. <i>Mary Beth Barr, a local resident, led the Pledge of Allegiance.</i></p>
	<p>Motion: At 7:02 p.m., Mayor Vander Horst said that he had a request from the Fire Chief to move up his item, so he made a motion to move item 9A before Item #2. It was seconded by Vice Mayor Kinsella and approved unanimously.</p> <p><i>Item 9A was addressed at this time, but is reflected in these minutes in the order originally agendized.</i></p>
<p>ITEM #2: 7:07</p>	<p>STAFF AND COUNCIL 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, and verbal reports from Council members regarding their activities.</p> <p><i>Chief Blair talked about the new wood floor that was just put down at the Fire Station. Most of it is done, he said, and "it is beautiful."</i></p> <p><i>At the Mayor's request, Ms. Gallagher reviewed her staff report.</i></p> <ul style="list-style-type: none"> • <i>She noted that the housing rehab CDBG grant is underway, and we have conducted the first public hearing for the upcoming competitive CDBG grant, but no members of the public (aside from herself and Mayor Vander Horst) attended. The only project suggested at that meeting was housing rehabilitation, and there will be a second public hearing about that at the April 11 meeting.</i> • <i>The development agreement with the Historical Society regarding the Sliding Jail area has been executed and recorded at Yavapai County.</i> • <i>She spoke of the Intergovernmental meeting that was held here in Jerome, which was attended by herself, Mayor Vander Horst, Councilmember Currier, and Councilmember Barber. She thanked Ms. Savage for coordinating the food and setup for the meeting.</i> • <i>She has spent a lot of time over the past month focusing on finance office issues.</i> • <i>We have very high water flows right now, and another spring has been turned out temporarily. A liquid chlorine system has been put in place at Walnut Springs which should help even out the chlorination of the water. It uses solar energy.</i> <p><i>Mayor Vander Horst asked Ms. Gallagher if she had heard any comments from any of the Townspeople about chlorine levels in the water. She replied that she had not. He said that some had commented to him that they thought it seemed higher than usual, but he hadn't noticed that.</i></p> <p><i>Councilmember Currier asked Ms. Gallagher if she had heard any more regarding the Trump administration's plan to do away with CDBG funding. She said that she had not heard anything further since her recent email to Council suggesting that they contact</i></p>

	<p>their Congress people. She clarified that, if that happened, it would not impact funding already set aside for our program but would affect future funding rounds.</p> <p>Mayor Vander Horst asked if we had a timetable to receive a report about the age of our water. Ms. Gallagher said that she did receive a draft report from Ms. Uhlman which was very technical. She has asked her to make it a bit less technical. The Mayor asked if it could be ready for the next Council meeting, and Ms. Gallagher said that it could.</p> <p>Regarding sales tax revenues included in Ms. Gallagher's report, Mayor Vander Horst noted that "Accommodations" revenues appear to be lower than last year, despite the new bed tax that went into effect last November.</p> <p>Councilmember Currier asked if we are receiving taxes from AirBnb and vacation rentals. Ms. Gallagher confirmed that we are, and noted that AirBnb has just begun collecting and submitting the taxes on behalf of their clients.</p> <p>Councilmember Currier asked if vacation rentals are a separate TPT category. Ms. Gallagher said that they are not.</p> <p>Vice Mayor Kinsella stated that, in the past year or so, there was a change in how business licenses and inspections were handled. He would like to discuss this at a future meeting, he said, adding that he believes our tax dollars could be used more wisely.</p> <p>Mr. Kinsella also commented that he would like to see the Library's staff report include narrative similar to other reports. As it is, he said, it is hard to understand. Ms. Gallagher said that she would ask Mr. Jarvis to add more detail to her reports.</p> <p>Mayor Vander Horst noted that April is National Library Month, and asked if the library was planning any special events. Ms. Gallagher was not aware of any.</p> <p>Mayor Vander Horst reported that he and the Vice Mayor attended the recent Police Awards banquet in Clarkdale, and noted, "with sadness," that our employee of the year is no longer with us. He added that he had "a great deal of pride and sadness" when our former officer, Matt Kline, was named the Clarkdale Police Officer of the Year. "He is a great officer," the Mayor said, "and I'm really sad that we lost him, because we couldn't compete financially with what Clarkdale offers."</p> <p>Motion: Vice Mayor Kinsella made a motion to accept the staff reports. It was seconded by Councilmember Currier. The motion passed, 5-0.</p>
	<p>Motion: Councilmember Currier made a motion to move Item# 9B ahead of the Financial Reports. It was seconded by Councilmember Barber and approved unanimously.</p> <p>Item #9B was addressed at this time, but is reflected in these minutes in the order originally agendized.</p>
<p>ITEM #3: 7:49</p>	<p>FINANCIAL REPORTS</p> <p>Staff, along with Megan Trout, CPA, will review the status of the Town's financial system and reports.</p> <p>Ms. Gallagher introduced Megan Trout, CPA and said that she has been invaluable to us since Ms. Cretti left. She also commented that Ms. Savage has been amazing. Ms. Trout is focusing now on getting ready for the audit. There have been a lot of issues that we've found that need to be addressed, and until they are, Ms. Gallagher said, she is hesitant to print financial reports. They may not be available until May, she added, as there is still a lot to do.</p> <p>Ms. Trout said that the auditors will be here during the last week of March. Regarding the financial reports, there are some items to visit that originate in the prior fiscal year (2016). "I want to provide reassurance," she said. "I know that the Council has valid concerns about its financial reports.... In my limited overview, I don't feel anything fraudulent in nature occurred. What I feel that we're running into is rather routine bookkeeping and accounting items that need to be cleaned up." Ms. Trout added that she wanted to recognize the Town staff for their dedication in assisting her and doing the hard work of cleaning up.</p> <p>"We do, too," Councilmember Bachrach said.</p> <p>Vice Mayor Kinsella thanked Ms. Trout, Ms. Gallagher and Ms. Savage. "In addition to your other duties," he said, "you've now taken on another role here and thank you for helping the Town of Jerome out." He then asked, "With the situation that we're in, will we be ready for the audit?"</p> <p>Ms. Trout responded, "That is a good question. I believe we're doing everything that we can to get the books in shape for the audit. In terms of records available, they are</p>

already in existence. The Town has a good foundation in terms of its existing processes for those records to be available to the auditors. What might come up during the audit could be items that we're not aware of, because myself, Ms. Gallagher and Ms. Savage were not in the thick of the financial operations for the year under audit. There could be items that may not be discovered until the audit occurs. We will be diligent about being as prepared for the audit as possible."

Councilmember Currier asked if the bank accounts are now reconciled.

"No," Ms. Trout responded, "and if the Council would like, I could speak as to why."

"I believe the Council would be interested," Mayor Vander Horst said.

Ms. Trout spoke about the Bill Master system that is used for utilities processing. That is where the deposits come into the general ledger, she said. The problem is related to the relationship between Bill Master and CYMA. "I believe the bank activity is relatively complete," she said. "The issue with reconciliation is ongoing and relates to the reconciliation of deposits between Bill Master and CYMA. Rather than the bank reconciliation, it's a three-way reconciliation. Town staff has diligently come up with new ways to improve those processes. Reconciling discrepancies and difficulties that are in the months being worked on can be researched and improved going forward. The processes shouldn't result in so many reconciling issues."

Councilmember Currier said, "We have a double entry system. How did we get a balance sheet that was out of balance?"

"That's still a mystery to me as well," Ms. Trout said. She said that she has researched this and can only assume that it occurred with a journal entry, and noted that the imbalance has been corrected, although we have not yet determined why it occurred.

Mayor Vander Horst said that it appears that "we've put a band-aid on the bleeding," but we don't know what's really going on with that issue. "Somehow, with a combination of human and software, something happened," he said.

Ms. Trout agreed, and added that she has never seen this happen before.

Mayor Vander Horst asked, regarding the issues between Bill Master and CYMA, if we can put procedures in place to solve the problems, or if we should look at more of an integrated accounting system.

Ms. Trout replied that she believes the Town can and has put better processes in place to improve the reconciliation between BillMaster and CYMA. There are benefits to integrated system, she said, but software changes can be very costly both financially and in terms of manpower.

"True," Mayor Vander Horst said, "but what's it worth to have a system you can count on, especially since we have the responsibility of the Town's money and we would like to know that our financials are accurate?"

"You could certainly investigate those options," Ms. Trout said. "An integrated system would allow for and can eliminate those reconciling issues."

Councilmember Currier said that, for years, Council has been getting Budget to Actual Reports, where the opening balance for one month would differ from the closing balance for the prior month. "When we get to the end of this game," he said, "it would nice to have a system that showed what was there. She apparently went in and made changes through the month, but there was never any way to see what those changes were." He said that he has worked on systems that show what those adjusting entries were, and, if we could come up with something like that, Council would be much happier.

Ms. Trout said that she and staff have discussed that. Currently, she explained, there is no "soft close" in the financial software, therefore journal entries and adjustments can be posted back to prior periods. "That is why you will see changes in year-to-date figures," she said, "unless the Town adopted a soft close process. What that does, and what I've seen happen in other entities that have a soft close process, is that it then creates reconciling discrepancies in the bank account because you are no longer able to make past adjustments. ... Your bank reconciliation needs to be done in Excel and is more cumbersome." She said that if the Town were able to "really tighten up the month-end processing" the reports going to Council could be more reliable.

Mayor Vander Horst asked if that could be handled procedurally.

"Yes," Ms. Trout responded, "but that changes some of the bank reconciliation processes that occur. If the bank reconciliation processes and therefore also the deposit processes between CYMA and BillMaster were to get very tight, I believe there would be not as great of an implication to implement a soft close procedure. If next month, we implemented a soft close procedure, Ms. Savage would be pulling her hair out."

Mayor Vander Horst quipped, "I was not suggesting that we implement something like that next month. Joni's hair is too beautiful for that."

Vice Mayor Kinsella said, "We're gaining on it and I appreciate it."

Councilmember Currier agreed, and said that the financial reports have been a source of frustration for all of Council for some time.

Mayor Vander Horst thanked Ms. Trout, Ms. Gallagher and Ms. Savage for their work on this.

Ms. Gallagher thanked Council for their patience, and added "We don't have all the minutes up-to-date, but that seemed to us to be less of a priority than the finances."

Mayor Vander Horst agreed.

Councilmember Currier asked if there was anything that Council could do to help, and suggested the possibility of adding staff.

The Mayor said that he would be concerned about adding people, and Ms. Gallagher said that she is not sure how helpful that would be.

Mayor Vander Horst asked if there is an opportunity to utilize more of Ms. Trout's time, and whether that is a budget issue.

Ms. Gallagher responded that the budget is a consideration, but, in her opinion, "it is what it is," and we need Ms. Trout as much as we can get her. However, it is tax season and she currently has other clients.

Ms. Trout agreed, and noted that her pricing during tax season is at more of a premium. After April 18th, her time will be less costly to the Town.

Vice Mayor Kinsella said to Ms. Gallagher, "If you need something, ask."

Councilmember Currier asked about a target date for the financial reports.

Ms. Gallagher said that they hope to have reliable financial reports for Council by the May regular meeting. She added that she could provide vendor ledgers at any time.

Vice Mayor Kinsella said that they could wait for those.

Councilmember Currier asked if we should reschedule the audit.

Ms. Gallagher said that she believes it is important that the prior fiscal year audit be completed as soon as possible. "It better to have it done and behind us," she said, "and then we can move confidently into the next months."

Mayor Vander Horst agreed, and said that he likes the idea of having a solid foundation.

Ms. Gallagher commented that the move to ADP has been good, and she feels it will be a good system for the Town.

Councilmember Currier expressed his appreciation to staff for what they are doing.

Ms. Trout said that her first priority is the audit. "We need to clean up fiscal year '16," she said, "and when we get that done, we can move forward."

Mayor Vander Horst asked, "What are the implications, if any, of negative audit findings, to us as a Town?"

Ms. Trout responded that she is a prior auditor, and she would expect some negative findings; however, she feels it is more important to get it done than to try and avoid audit findings. The due date for the audit is typically March 31st. In her experience, she said, it is more important to have the audit complete, than to have a clean but late audit.

Councilmember Currier referenced the issue with the out of balance funds, and asked, "Did this occur in '16 or has it been going on for longer than that? Despite the fact that the auditors approved it, were the books in order in FY15?"

Ms. Trout said that she helped Ms. Cretti last year to prepare for the fiscal year '15 audit. "I can say that things looked better then than they do this year," she said, adding that she has confidence in the FY '15 reports, and so do the auditors if they were willing to issue an opinion.

	<p>Councilmember Currier said, "We have the same auditors coming in ... If they approved '15, well, I'll just let that hang there."</p> <p>Mayor Vander Horst said, "That's probably not a thought you've had alone. Those will be some good questions when they're here."</p>
<p>ITEM #4: 8:15</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><i>Mr. Dabney read from his report, and commented that they may be losing Jen Julian. That means, he said, that getting the General Plan together might take a little more time, because he will be doing it. "The problem is not getting it finished," he said, "but just put together."</i></p> <p><i>Council informed Mr. Dabney that it does not need to be a bound document at this point, and that they are not concerned with the cover art. All of that would be inappropriate at this point, Mayor Vander Horst said, as it will need to go through various approvals, and there could be changes to it.</i></p> <p><i>Mr. Dabney talked about his work on the Hazard Mitigation Plan. The completion date has been pushed back because other municipalities haven't completed their part of the work. He has completed the earthquake hazard profile for Yavapai County and for Jerome as well, and received kudos from the group for his work on that.</i></p> <p><i>Councilmember Currier asked about our earthquake profile, and if the Town is in danger. Mr. Dabney replied that we are not, and he was asked to present the earthquake profile at the next Council meeting.</i></p> <p><i>Mr. Dabney briefly discussed enforcement actions he may be moving forward with at the Flood House and at the "Mohawk" gas station, a portion of which (a small extension on the north side of the building) has been deemed unsafe by the Building Inspector.</i></p> <p><i>Councilmember Currier said that he believes that building has historical value and suggested that the Historical Society could be interested in purchasing it. At that time, the Manager suggested that Council was beginning to veer from the agenda, and that line of discussion ended.</i></p> <p><i>Mr. Dabney went on to say that he plans to contact the owners of the "Tamale House," as that property needs some attention.</i></p> <p><i>He also reported that he and Mr. Wolstencroft met with the owners of the Clubhouse. They will be able to create enough parking spaces, he said, provided that they excavate on the south end of the property, toward the Grand Hotel.</i></p> <p><i>Councilmember Currier asked if that would impact our old Town yard, and Mr. Dabney said that it will not.</i></p> <p><i>Councilmember Bachrach asked about the plans for that building. Mr. Dabney replied that there are two apartments nearing completion. The businesses will remain below, but he believes that the wood shop may be leaving.</i></p> <p><i>There was brief discussion regarding the cost estimate that Mr. Dabney received from an engineer to develop parking at the old Town Yard. The estimated cost was around \$300,000 (which included three retaining walls). "Vice Mayor Kinsella had mentioned that this could be a Town project," Mr. Dabney said, "and I agree with him."</i></p> <p><i>Vice Mayor Kinsella commented, "I've heard nothing but good things about Mr. Dabney." Addressing him, he said, "Whatever you're doing, keep up the good work."</i></p> <p><i>Mayor Vander Horst agreed, and said, "I am pleased with my hiring decision."</i></p>
	<p>Mayor Vander Horst called a five minute break at 8:32 p.m.</p>
<p>ITEM #5: 8:37</p>	<p>COUNCIL MEETING MINUTES</p> <p>January 31, 2017 special meeting</p> <p><i>Mayor Vander Horst asked whether Fire Department volunteers who receive per call pay would be considered part-time employees.</i></p> <p><i>Ms. Gallagher responded that she believes they would not.</i></p> <p>Motion: Upon motion by Councilmember Currier, seconded by Vice Mayor Kinsella, the minutes of January 31, 2017, were unanimously approved as submitted.</p>

<p>ITEM #6: 8:39</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 from the public.</i></p>
<p>ITEM #7 7:31</p>	<p>PRESENTATIONS</p> <p>ITEM #7A: NORTHERN ARIZONA UNIVERSITY – PRESCOTT VALLEY CAMPUS</p> <p>Richard Heath, MA, Executive Director of the Prescott Valley Campus of Northern Arizona University, will provide a brief overview and update regarding the campus activities.</p> <p><i>Mr. Heath gave an update regarding NAU's Prescott Valley campus. He said that, as he meets with the local Councils, they give him a lot of information that he normally doesn't get. It helps NAU to meet the future needs of the Verde Valley.</i></p> <p><i>Mr. Heath explained that he oversees the day-to-day operations on campus. He does administrative work, teaches and monitors faculty. He engages with communities, chambers and businesses. Three years ago, he said, the president of NAU asked for a joint partnership with the Town of Prescott Valley to provide facilities and offer programs in the rural areas and offer an affordable four-year degree program. They have 25 full and part-time staff and faculty, and they try to accommodate the students' schedules. Currently, there are about 200 students, and half of them are in their later 20's. He added that they offer options for enrollment which include online and face-to-face classes.</i></p> <p><i>Mr. Heath talked about internships and job shadowing to gain workplace experience. He said that their students have job opportunities when they're finished.</i></p> <p><i>In August, NAU opened a Welcome Center at Prescott Valley, where one can purchase merchandise and obtain information about their programs.</i></p> <p><i>Councilmember Currier asked about their main focus.</i></p> <p><i>"Applied Human Behavior is our largest program," Mr. Heath replied. "Probably 75% of our students." He clarified that "Applied Human Behavior" is social work and counseling.</i></p> <p><i>Councilmember Bachrach asked if they are offering a nursing program.</i></p> <p><i>"No," Mr. Heath responded, "not at the Prescott Valley Campus."</i></p> <p><i>Councilmember Currier commented that he used to sit on the Head Start committee for NACOG, and one of the complaints was that Yavapai College had cut back on their training for early childhood teachers. He suggested that this would be an opening for them.</i></p> <p><i>Mr. Heath said that they don't offer the lower level classes, but they let the college take the lead on those.</i></p> <p><i>He thanked the Council for accommodating him.</i></p>
<p>ITEM #8 8:40</p>	<p>UNFINISHED BUSINESS</p> <p>ITEM #8A: HOTEL JEROME ROOF</p> <p>Councilmember Bachrach will update Council regarding plans for replacing the roof at the Hotel Jerome.</p> <p><i>Councilmember Bachrach reported that they had made considerable progress on this project right up until that afternoon, when we received the report from EMC Labs showing that the roofing sample we sent to them did contain asbestos. The type of asbestos it contains is Chrysotile, the most common and least toxic type of asbestos used in roofing since 1979. "That's the good news," he said. "The bad news is it is still asbestos."</i></p> <p><i>"Plan A," Mr. Bachrach said, "was to remove the roof entirely. That is still a possibility. We're looking at Federal grants for asbestos abatement. You can't just tear it off, you have to tent it." He explained that we may be able to frame on top of the asbestos, which would be the best option. The asbestos is in the bottom roofing layer, and there</i></p>

are three layers on top of it. "When you frame on top and put a new roof on top, it becomes entirely encapsulated," he said.

Mr. Bachrach said that it is his understanding that the Jerome Artists Co-Op still wants to make a payment towards the project, and he asked Rex Peters, who was in attendance, if there had been any discussion that day among the members.

Mr. Peters said that, since things have changed a bit, he feels he should get approval from his committee. Perhaps the funds could go toward putting the new roof on, he said.

Councilmember Bachrach said that it is not uncommon to have asbestos. "We're at square one," he said. "We're in our window of good weather, and the Fourth of July is when it starts raining again. I'll ask the contractors to rebid it. ... We don't have a lot of choices, either abate the asbestos or encapsulate it."

Mayor Vander Horst said that he didn't know of any grants that would deal with this. This was discussed briefly, and Councilmember Bachrach said that asbestos contractors may know if there are grants available. The Mayor said that Cottonwood and Camp Verde just got grants to deal with asbestos problems, but he believe that was "leftover NACOG money." "Perhaps encapsulating it is the best idea," he said.

Councilmember Bachrach expressed his appreciation to Councilmember Barber for having brought up the issue of asbestos.

There was discussion that asbestos is likely to be found in many homes in Jerome, due to their age.

Councilmember Bachrach said that his idea is that the asbestos gets encapsulated, and that would be disclosed to any new tenants.

Mayor Vander Horst asked what the next steps are.

"Re-bids," Councilmember Bachrach said.

Councilmember Currier asked what would change in the bid criteria.

Vice Mayor Kinsella explained that we would not be removing the roof, just putting a new one on top of it.

Councilmember Currier asked if that will make the project more expensive, and Councilmember Bachrach said that he would anticipate that it would.

Councilmember Bachrach said that he would like to proceed with the grant process, and Ms. Gallagher explained that Chloe Van Hoose, a grantwriter at NACOG, has offered to help us with this, on her own time. Isabel Rollins may assist also. The grant must be turned in by April 28.

ITEM #9

NEW BUSINESS

7:02

ITEM #9A: 2017 WILDLAND FIRE HAZARDOUS FUELS GRANT PROGRAM

Fire Chief Rusty Blair will request Council's approval to apply for this funding.

Chief Blair requested approval to apply for a grant from the U.S. Forest Service for fuel abatement. There would be a 10 percent match required, and he can apply for anywhere between \$20,000 and \$200,000, although he was hoping to apply for \$60,000 to \$80,000. The match could be provided in-kind. The Town would expend the funds up front and be reimbursed on a quarterly basis. It is a two-year grant. Chief Blair added that he would like to focus more on pulling stumps to alleviate the potential for re-growth, because we're having a lot of re-growth now. The grant cannot pay for capital expenses. He would like to continue using \$10,000 each year through the Town budget, which could be utilized toward the grant match.

Vice Mayor Kinsella asked Ms. Gallagher if getting reimbursed quarterly by the State would be an issue. She said that it would not.

Motion: Vice Mayor Kinsella made a motion **to enter into an agreement for the amount of \$80,000 as the cap for the abatement grant** and it was seconded by Councilmember Currier. **The motion passed unanimously.**

7:22

ITEM #9B: PROCLAMATION – WELCOME HOME VIETNAM VETERANS DAY

Council will review and may approve the Mayor's signature on a Proclamation declaring April 1, 2017 "Welcome Home Vietnam Veterans Day" in Jerome, and recognizing the sacrifices made by those who served in that war.

Mayor Vander Horst began by saying that 2,709,918 American women and men served in Vietnam. Another 464,000 served offshore in the Navy and the Coast Guard. Fifty-eight thousand were killed, and of that 58,000, 61%, or 35,500, were 20 years old or

younger, some as young as 16. Two million six hundred and fifty-two thousand returned home alive, of which 250,000 were wounded and 75,000 were severely disabled. Twenty-three thousand were 100% disabled, 5,300 lost limbs and 1,100 lost multiple limbs. There are still almost 1,900 MIA's from that war, he said, and added that he found it interesting that two-thirds were volunteers and 240 received the Medal of Honor. Today, he said, there are still about 850,000 veterans of the Vietnam War. "This proclamation is to honor the women and men who came home that are still alive, and also those that have gone before them."

Diane Joens of Cottonwood, Chair of the Welcome Home Vietnam Veterans event, was in attendance, and stated that her husband is a Vietnam Veteran. They met when she was 17 and she lived through that era. "We got married shortly after he came home," she said, "and it was a real tough time." She said that she wished she had known what he was going through back then, adding, "We're more in tune today with what veterans come home with."

Ms. Joens spoke about the upcoming event on April 1, which will take place at the kid's park near the Verde Valley Fairgrounds. Mayor Vander Horst will be participating in the ceremony, along with other Mayors in the Verde Valley.

Mayor Vander Horst read the proclamation aloud, and added, "A lot of people my age lived through that. I was one year too young, and my draft number was 8."

"Welcome Home Vietnam Veterans Day" **April 1st, 2017**

WHEREAS, the Vietnam War was fought in the Republic of South Vietnam from 1961 to 1975, and involved North Vietnamese regular forces and Viet Cong guerrilla forces in armed conflict with United States Armed Forces and the Army of the Republic of Vietnam; and

WHEREAS, by the end of 1965, there were 80,000 United States troops in Vietnam, and by 1969, a peak of approximately 543,000 troops was reached; and

WHEREAS, it is time for all of us in the spirit of pride and gratitude to recall the heroic accomplishments of the 58,195 service men and women whose names are listed on the Vietnam Memorial Wall; and

WHEREAS, we also wish to recognize the 623 men and women from the great State of Arizona who gave the ultimate sacrifice, and thank them for their unselfish devotion to duty; and

WHEREAS, on March 30, 1973, the United States Armed Forces completed the withdrawal of combat units and combat support units from South Vietnam; and

WHEREAS, since 2012, the cities and towns of the Verde Valley have worked cooperatively with numerous organizations to partner on an annual "Welcome Home Vietnam Veterans" event; and

WHEREAS, the 2017 "Welcome Home Vietnam Veterans" event will take place on Saturday, April 1st, 2017.

NOW, THEREFORE, I, FRANK VANDER HORST, MAYOR of the Town of Jerome, Arizona, do hereby proclaim April 1st, 2017, as "Welcome Home Vietnam Veterans Day" in Jerome, Arizona, and call upon all citizens to honor and recognize the contributions of veterans who served in the United States Armed Forces in Vietnam during war and during peace, and to encourage the people of Jerome to observe "Welcome Home Vietnam Veterans Day" with appropriate ceremonies and activities that (a) provide the appreciation Vietnam War Veterans deserve but did not receive upon returning home from the war, and (b) demonstrate the resolve that never again shall the Nation disregard and denigrate a generation of veterans.

Motion: Councilmember Bachrach made a **motion to approve the proclamation.** The motion was seconded by Councilmember Barber and **unanimously approved.**

	<p>Ms. Joens noted that Police Chief Allen Muma will be participating in the event with his vintage police vehicle.</p>
	<p>Motion: Councilmember Bachrach made a motion to move up Item #7 and address it at this time. The motion was seconded by Councilmember Currier and unanimously approved.</p>
<p>ITEM #10 8:52</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 Bachrach said that he would like an agenda item about what the Town can do to help save old buildings.</p> <p>Vice Mayor Kinsella agreed. He explained that the Historical Society maintains a list of "contributing" and "non-contributing" properties to the historical status of Jerome. The most important entity holding that document, he said, is the State Archives and the State Historic Preservation Office. "What happened late Sunday afternoon," he said, "should never have happened." He said that he would like to have an agenda discussion regarding criteria in our Code to ensure that we don't lose these historical buildings.</p> <p>Mr. Kinsella was referring to the collapse, in heavy winds, of the Cuban Queen, an important historical building in Jerome. He said that the Historical Society had made offers to purchase that building a couple of times, "and it fell on deaf ears." "When you reside in the Town of Jerome, you automatically become a keeper of history, whether you want it or not," he said, and it is up to Council to assure that future generations will be able to enjoy our historic buildings. "We need to put something in the books to make it to where Town government is user friendly to people that are purchasing these homes or have a home that needs assistance," he said, "and we need to put some verbiage in our ordinances that could remedy the situation. This is something that Zoning, Building and Council need to hammer out. I believe it's a priority, and we lost a cornerstone."</p> <p>Councilmember Bachrach asked what was done by the owner to preserve the Cuban Queen.</p> <p>Vice Mayor Kinsella said that he has seen how this has worked for a few decades, and he believes it can be improved. "If the homeowner doesn't want to spend anything to take care of the property," he said, "then the Town should step in and take the property."</p> <p>Mr. Kinsella said that he would also like to see an agenda item to discuss inspections related to business licenses.</p> <p>He went on to say that he would like the Town to follow through with implementing the recommendations of the NAU parking study, and take steps during the budget process to direct some funds toward that.</p> <p>Mayor Vander Horst said that he has been looking at how we can save the historic jewels that we have, and he distributed to Council a document called, "How to Deal With a Nuisance," which was authored by Bill Sims. "How do we help owners save their property?" he asked. "And if they aren't going to do this, how do we as a Town take it over?" He added that this "is kind of the last resort," but it is his point of view.</p> <p>Councilmember Currier suggested that there are other towns in the country that have to deal with these issues, and that Williamsburg and Savannah might have ordinances which address that.</p> <p>Vice Mayor Kinsella said, "I don't even think we'd have to go that far."</p> <p>Mayor Vander Horst brought up the topic of the intern who will be working with us over the summer. He is a Masters student in Urban Planning from ASU. In addition, his senior class needs a capstone project for next spring, and they've offered to do a project in Jerome. They don't know yet what that project will be.</p> <p>Councilmember Currier asked what a capstone project was, and Mr. Dabney explained that in detail. Mayor Vander Horst said it would be part of an Urban Planning Master's program. There would be 20 students and their professor working on a project that we can give them. We need to think about what we'd like this group to do, he said, and we should be able to develop something within the next few months.</p> <p>Mayor Vander Horst also said that he would like to have a workshop regarding Council priorities prior to the budget process. He asked Ms. Gallagher to send out a Doodle poll to Council to get their availability. Ms. Gallagher suggested that, if Council wishes staff to participate, it would be best to conduct the meeting during the day.</p>

	<p>Mayor Vander Horst mentioned that, the day before, he conducted a "Coffee and Expectations" session at the Mine Café, and "2% of the population of Jerome showed up." He plans on doing this twice a month, he said, and the locations will be posted on the Town's Facebook page and website.</p> <p>Councilmember Currier asked about the highlights of the session, and the Mayor replied that:</p> <ul style="list-style-type: none"> • There were a lot of comments that people were glad he was having these meetings. • People were excited that we would be seeing activity soon around the sliding jail. • People were interested in how the springs work. • A citizens committee for parks and recreation was suggested. • Some would like to go to staggered Council terms. He asked Ms. Gallagher if that would require a referendum, and she replied that she believes that it may. • People asked where the Town's money goes. He replied that our books are open, and they suggested that the information be provided in a more user-friendly format.
<p>ITEM #11</p>	<p>ADJOURNMENT</p> <p>Upon motion by Vice Mayor Kinsella, seconded by Councilmember Currier and unanimously approved, the meeting was adjourned at 9:11 p.m.</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: _____