



TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

Founded 1876
Incorporated 1899

AGENDA SPECIAL MEETING OF THE JEROME TOWN COUNCIL JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS MONDAY, OCTOBER 29, 2018, AT 6:30 P.M.

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting.

Persons with a disability may request an accommodation such as a sign language interpreter by contacting Jani Savage, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation. For TTY access, call the Arizona Relay Service at 800-367-8939 and ask for the Town of Jerome at 928-634-7943.

A copy of the full public meeting packet may be reviewed at the offices of Jerome Town Hall and at the Jerome Public Library.

ITEM #1:	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
ITEM #2:	ACCEPTANCE OF COUNCIL MEMBER RESIGNATION Council may formally accept the resignation from Council of Hunter Bachrach, effective immediately.	Sponsored by Mayor Frank Vander Horst Discussion/Possible Action
ITEM #3:	APPROVAL OF MINUTES October 9, 2018 regular meeting – open and closed sessions	Sponsored by Mayor Frank Vander Horst Discussion/Possible Action
ITEM #4:	ZONING ADMINISTRATOR POSITION Council will discuss the position of Zoning Administrator and may make an appointment to that position. A portion of this discussion may take place in closed session, pursuant to A.R.S. § 38-431.03 (A)(1).	Sponsored by Mayor Frank Vander Horst Discussion/Possible Action
ITEM #5:	ADJOURNMENT	

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before _____ on _____, in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk.

970 Gulch Road, side of Gulch Fire Station, exterior posting case
600 Clark Street, Jerome Town Hall, exterior posting case
120 Main Street, Jerome Post Office, interior posting case

J. Savage, Deputy Town Clerk



For TTY Access, Call the Arizona Relay Service at 1-800-367-8939 and ask for Town of Jerome at 928-634-7943



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



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DRAFT MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL
JEROME CIVIC CENTER - 600 CLARK STREET - COUNCIL CHAMBERS
TUESDAY, OCTOBER 9, 2018, 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. Mayor Frank Vander Horst called the meeting to order at 7:04 p.m.</p> <p>Town Clerk to call and record the roll. Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Vander Horst, Vice Mayor Jay Kinsella, and Councilmembers Hunter Bachrach, Alex Barber and Lew Currier. Other staff present were Joni Savage, Deputy Clerk, Charlotte Page, Acting Zoning Administrator, Fire Chief Rusty Blair, Public Works Director Marty Boland and Building Inspector Barry Wolstencroft.</p> <p>Mayor or Mayor's designee to lead the Pledge of Allegiance. Mayor Vander Horst led the pledge.</p>																																										
<p>ITEM #2: 7:05 (:56)</p>	<p>EXECUTIVE SESSION</p> <p>Council may convene in executive session, pursuant to A.R.S. § 38-431.03 (A){3} and (A){4}, to review observations made during Council's recent tour of the old high school, and to consult with the Town Attorney, who may participate telephonically, regarding same.</p> <p>Motion to move into Executive Session</p> <table border="1" data-bbox="414 1029 1307 1144"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X			
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<p>ITEM #3: 7:56 (:40)</p>	<p>FINANCIAL REPORTS</p> <p>Budget to Actual reports, vendor ledger and balance sheet for September 2018</p> <p>Approval of Financial Reports</p> <table border="1" data-bbox="414 1260 1307 1375"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER		X	X				CURRIER	X		X				KINSELLA		X	X				VANDER HORST			X			
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<p>ITEM #4: 7:57 (1:05)</p>	<p>STAFF AND COUNCIL REPORTS</p> <p>Written staff reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, and Fire Chief, and verbal reports from Council members.</p> <p>Acceptance of Staff Reports</p> <table border="1" data-bbox="414 1543 1307 1669"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH		X	X				BARBER			X				CURRIER			X				KINSELLA	X		X				VANDER HORST			X			
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<p>ITEM #5: 8:07 (9:56)</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. Acting Zoning Administrator Charlotte Page reviewed her report and recent activities of the Planning & Zoning Commission and Design Review Board.</p>																																										
<p>ITEM #6: 8:09 (14:17)</p>	<p>PETITIONS FROM THE PUBLIC</p> <p>Richard Spudich, a resident of Jerome, thanked the Fire Department for the excellent treatment they had given him recently. He spoke further about the health system, and expressed his general appreciation to the Town.</p>																																										

<p>ITEM #7: 8:14 (17:24)</p>	<p>CONSENT AGENDA</p> <p>The following items are considered to be routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in normal sequence on the Agenda.</p> <p>A. Council Meeting Minutes:</p> <ul style="list-style-type: none"> September 11, 2018 – Special meeting September 11, 2018 – Regular meeting September 22, 2018 – Special meeting <p>B. Approval of Technical Assistance Contract with NACOG for Administration of Community Development Block Grant for Housing Rehabilitation</p> <p>Ms. Gallagher noted a minor change to the Technical Assistance Contract.</p> <p>Approval of consent agenda.</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH		X	X				BARBER			X				CURRIER	X		X				KINSELLA			X				VANDER HORST			X			
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<p>ITEM #8: 8:15 (18:41)</p>	<p>ORDINANCES</p> <p>ITEM #8A: SECOND READING AND POSSIBLE ADOPTION: ORDINANCE NO. 441, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING CHAPTER 9, "GARBAGE," OF THE JEROME TOWN CODE</p> <p>Council may conduct the second reading of, and possibly adopt, Ordinance No. 441, amending the Town Code regarding garbage collection. The Ordinance would provide that a maximum of three 40-lb. cans (or the equivalent) will be collected, require that all garbage be bagged, prohibit the disposal in garbage of dead animals, remove fees from the Code that have been set by Resolution, and eliminate certain redundancies.</p> <p>The ordinance was read in title only.</p> <p>Adoption of Ordinance No. 441</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER		X	X				KINSELLA	X		X				VANDER HORST			X			
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<p>8:16 (19:34)</p>	<p>ITEM #8B: FIRST READING: ORDINANCE NO. 442, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE II, "DEFINITIONS," AND SECTION 502, "GENERAL PROVISIONS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE, REGARDING HOME OCCUPATIONS</p> <p>Council may conduct the first reading of Ordinance 442, amending the Jerome Zoning Ordinance regarding home occupations. The Planning & Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.</p> <p>The ordinance was read in title only.</p> <p>After discussion the Zoning Administrator was directed to find out why the Planning and Zoning Commission decided to change the ordinance.</p>																																										
<p>8:20 (24:14)</p>	<p>ITEM #8C: FIRST READING: ORDINANCE NO. 443, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF ARTICLE V, "USE REGULATIONS," OF THE JEROME ZONING ORDINANCE REGARDING TEMPORARY SIGNS</p> <p>Council may conduct the first reading of Ordinance 443, amending the Jerome Zoning Ordinance regarding temporary signs. The Planning & Zoning Commission conducted a public hearing on this amendment on September 5, 2018, and has recommended its enactment by Council.</p> <p>The ordinance was read in title only.</p> <p>The Council suggested certain changes to the Ordinance prior to its adoption.</p>																																										
<p>ITEM #9: 8:31 (35:14)</p>	<p>UNFINISHED BUSINESS</p> <p>ITEM #9A: MIDDLE PARKING LOT CONFIGURATION</p> <p>Council will discuss and may approve a new parking configuration for the Middle parking lot.</p> <p>Council discussed and explained the new parking configuration.</p> <p>Approval of a new parking configuration for the Middle parking lot.</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH		X	X				BARBER			X				CURRIER			X				KINSELLA	X		X				VANDER HORST			X			
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<p>ITEM #10: 8:33(38:45)</p>	<p>NEW BUSINESS</p> <p>ITEM #10A: TOUR BUSINESS LICENSE – JEROME HISTORY TOURS</p> <p>Joe Westcott will present a request for a tour business license for Jerome History Tours, a walking tour.</p> <p>Ms. Gallagher explained that Jerome History Tours had been given a business license last year by mistake, and we noticed that this year. Tour businesses are required to obtain approval from Council. At this time, we are assisting Mr. Westcott to become compliant.</p> <p>Joe Westcott approached the dais and explained his business plan and showed the Council his tour map. He explained that he does not have a storefront but works out of his residence in the Industrial zone.</p> <p>(39:52) Sage Harvey, Councilmember-elect, noted that, when she and her husband ran a similar tour company a few years ago, its business name was "Jerome History Walks."</p> <p>Ms. Gallagher explained that our Code dictates that tour businesses operate out of a premise in the C1 zone. He is operating out of the Industrial zone, but it's permitted uses are identical to those of the Commercial zone. The Code also requires that the tour route be approved by Council and that a certificate of insurance be provided to the Town.</p> <p>(46:19) Jane Moore, a Jerome resident, spoke about the issue being parking, and cautioned Council about setting a precedent.</p> <p>Council agreed that operating out of the Industrial zone is acceptable, since its permitted uses are the same as the C-1 zone. Ms. Gallagher suggested that the tour business ordinance be amended to specifically permit operating out of the Industrial zone.</p> <p>Council also noted that a Certificate of Insurance would be required.</p> <p>Approval of a walking tour business license.</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER			X				CURRIER	X		X				KINSELLA		X	X				VANDER HORST			X			
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<p>ITEM #11: 8:47 (52:04)</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 Currier reminded everyone of the upcoming Humane Society Brunch on October 21, 2018.</p> <p>Councilmember Barber thanked the staff.</p> <p>Councilmember Bachrach spoke about his experience riding along on the garbage truck.</p> <p>Vice Mayor Kinsella reminded everyone of the upcoming Ghost Walk, Mariachi band during Spook Week and the Halloween dance on October 27, 2018.</p>																																										
<p>ITEM #12: (57:09)</p>	<p>ADJOURNMENT</p> <p>Adjourned at 8:53 p.m.</p> <table border="1"> <thead> <tr> <th>COUNCILMEMBER</th> <th>MOVED</th> <th>SECONDED</th> <th>AYE</th> <th>NAY</th> <th>ABSENT</th> <th>ABSTAIN</th> </tr> </thead> <tbody> <tr> <td>BACHRACH</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BARBER</td> <td></td> <td>X</td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CURRIER</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>KINSELLA</td> <td>X</td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> <tr> <td>VANDER HORST</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	COUNCILMEMBER	MOVED	SECONDED	AYE	NAY	ABSENT	ABSTAIN	BACHRACH			X				BARBER		X	X				CURRIER			X				KINSELLA	X		X				VANDER HORST			X			
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APPROVE:

ATTEST:

Frank Vander Horst, Mayor

Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____