



TOWN OF JEROME

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MINUTES

REGULAR COUNCIL MEETING OF THE TOWN OF JEROME COUNCIL CHAMBERS, JEROME TOWN HALL 600 CLARK STREET, JEROME, ARIZONA TUESDAY, APRIL 14, 2026, AT 7:00 PM

7:00PM (0:25) 1. CALL TO ORDER/ROLL CALL

Mayor/Chairperson to call meeting to order
Town Clerk to call and record the roll.

Present were Mayor Alex Barber, Vice Mayor Jane Moore, and Councilmembers Dr. Jack Dillenberg, Izzy Sharif and Sonia Sheffield

Staff Present included Town Manager Brett Klein, Zoning Administrator Will Blodgett, and Finance Director/Deputy Clerk Kristen Muenz. Additional staff present included Assistant Chief Carl Whiting, Public Works Director Marty Boland, and Town Council John Gaylord.

7:00PM (0:37) 2. PROCLAMATIONS

A. Proclamation Proclaiming April as Fair Housing Month in the Town of Jerome

Mayor Barber will read or summarize the proclamation.

Mayor Barber read aloud the proclamation, proclaiming April as Fair Housing Month.

7:01PM (1:43) B. Proclamation, Proclaiming April as Sexual Assault Awareness Month

Mayor Barber will read or summarize / paraphrase the proclamation.

Mayor Barber read aloud the proclamation, proclaiming April as Sexual Assault Awareness Month. She also shared a website to contact Verde Valley Sanctuary if help or assistance is needed.

7:03PM (3:46) C. Proclamation Proclaiming: April 11- April 17, 2026, as the Week of the Young Child

Mayor Barber will read or summarize / paraphrase the proclamation.

Mayor Barber read aloud the proclamation, proclaiming April 11-17 as the Week of the Young Child.

7:04PM (4:39) 3. FINANCIAL REPORTS

Discussion/Possible Action

Financial Report and Detail Invoice Register Report for March, 2026

Council will consider and may approve the financial reports for month ending March, 2026.

Mayor Barber introduced financial reports. There was no discussion.

Councilmember Dillenberg entered a motion to approve the council reports, receiving a second from Councilmember Sharif.

Mayor Barber called the question and the motion passed by unanimous vote.

Motion to approve financial reports for March 2026.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG	X		X			
MOORE			X			
SHARIF		X	X			
SHEFFIELD			X			

7:05 (5:23) 4. STAFF AND COUNCIL REPORTS

Discussion/Possible Action

Reports by the Town Manager / Clerk, Deputy Clerk, Utilities Clerk, Accounting Clerk, Public Works Director, Building Inspector, Library Director, Municipal Magistrate, Police Chief, Fire Chief and Council Members, Which in the Case of Council Member's Reports will be Limited to a Summary of Current Events and will Involve no Action

Council will consider and may approve the staff reports.

Mayor Barber introduced the staff and council reports.

Mr. Klein gave a brief update subsequent to his written report. He shared that open enrollment for staff insurance begins tomorrow, with no changes to current benefits. Water meter replacements are scheduled to start on the 20th, with extensive public communication planned. He shared concerns that were noted regarding the retaining wall near Hwy 89A; ADOT is aware and appears to be expediting response, with survey activity already underway. Lastly, Mr. Klein shared the School Street regulator project will go out to bid in two weeks (fully WIFA-funded). The Gulch drainage project has received all permits and is expected to begin within the next few weeks.

Mayor Barber congratulated Shawn Maples, public works crew, for 4 years of service as of April 4th and to Nancy Driver in the library for 11 years as of April 10th.

With no further discussion on the item Mayor Barber entered a motion to approve the staff and council reports, receiving a second from Vice Mayor Moore.

Mayor Barber called the question and the motion carried.

Motion to approve staff and financial reports.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
MOORE		X	X			
SHARIF			X			
SHEFFIELD			X			

7:08PM (7:54) 5. ZONING ADMINISTRATOR'S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES

Information/Council Review

Report Provided by the Zoning Administrator. Minutes are Provided for Information Only and do Not Require any Action

Mayor Barber introduced the item, inviting further elaboration from the Zoning Administrator.

Mr. Blodgett gave a brief update that some code enforcement items are being resolved, and a few new projects have come up, but overall things are busy right now.

7:08PM (8:43) 6. APPROVAL OF MINUTES

Discussion/Possible Action

Consider Approval of the March 10th, 2026, Regular Council Meeting Minutes

Council will consider and may approve the March 10th, Regular Council Meeting minutes.

Mayor Barber introduced item 6. With no discussion or corrections to be made Mayor Barber entered the motion to approve the Regular Council Meeting Minutes from March 10, 2026. A second was received from Councilmember Sharif.

After calling the question the motion to approve was approved.

Motion to approve Regular Council Meeting Minutes of March 10, 2026.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER						
DILLENBERG						
MOORE						
SHARIF						
SHEFFIELD						

7. PETITIONS FROM THE PUBLIC

There were no petitions from the public.

7:09PM (9:27) 8. UNFINISHED BUSINESS

Discussion/Possible Action

7:09PM (9:27) A. Consideration of Responses to the Town's Issuance of a RFP for Real Estate Brokerage Services Regarding its Notice of Intent to Sell 655 Holly; and Awarding of a Bid and Authorizing the Town Manager and Town Attorney to Review and Execute all Applicable Documents
 Council will consider the responses received and may approve a bid, and / or provide staff direction.

Mayor Barber introduced the item for consideration. Council considered three proposals for real estate brokerage services related to the sale of 655 Holly. While one bid offered a lower commission at 2.5%, discussion emphasized experience, local presence and responsiveness.

Councilmember Sharif entered a motion to approve Carol Anne Teague's and the Realty One Brokerage Group at a 3% commission, receiving a second from Dr. Dillenberg.

Motion to award bid to Carol Anne Teague and Realty One Brokerage Group with 3% Commission.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
MOORE			X			
SHARIF	X		X			
SHEFFIELD			X			

After the vote, Town Manager Klein requested two council members be appointed to determine a listing price. Councilmember Sharif and Mayor Barber volunteered for that appointment.

7:14PM (14:45) 9. NEW BUSINESS

Discussion/Possible Action

A. Consideration of Jerome Historical Society's Special Event Permit Application for Jerome's 150th Anniversary

Council will consider and may approve the permit.

Mayor Barber introduced the item for consideration. She entered a motion to approve the special event permit, receiving a second from councilmember Dillenberg.

With no further discussion the question was called and the motion carried by unanimous vote.

Motion to approve special event permit for Jerome's 150th Anniversary.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG		X	X			
MOORE			X			
SHARIF			X			
SHEFFIELD			X			

After the vote Windy Jones gave a brief description of the events that will be involved. She shared that planned events will feature a series of Jerome history-themed activities, including public lectures at the Bartlett Ruins (every 30 minutes from 11 a.m. to 3 p.m.), a looping historical slideshow at Spook Hall, and a living history experience with the Jerome Preservation Officer. Local businesses are encouraged to offer historically inspired food and drinks, and attendees are invited to wear period costumes. Additionally, the Spirit Room will host a "Teacup Sally" contest at 6:30p.m.

Everyone was invited and encouraged to dress up for the occasion.

7:19PM (19:33) B. Consider Removing from the Table (From November 2025) and Consideration of a Tour Company Business License Application for US Ghost Adventures LLC

Council will take the item from the table and then consider and may approve the Tour Company Business License.

Mayor Barber introduced the item and Mr. Klein requested that a motion be made to take the item from the table. Councilmember Dillenberg moved to remove the item from the table, receiving a second from Vice Mayor Moore. The motion carried by unanimous vote.

Motion to remove item from table.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG	X		X			
MOORE		X	X			
SHARIF			X			
SHEFFIELD			X			

After the item was removed from the table Mayor Barber asked for any updates for this item. Mr. Klein informed Council nothing is new other than their own request to be put back on the agenda for consideration. He explained that with questions from Council it was encouraged to have someone physically present for the meeting. Vice Mayor Moore said she still has questions that hadn't been answered, and that the application looks the same as it did before. She asked if they could deny it or should it be tabled again. Councilmember Sheffield asked if there was any reason it couldn't be denied. Councilmember Sharif requested to ask legal if it can be denied. Vice Mayor Moore stated its been on the agenda multiple times without answers to questions and no one present to respond ever. She then made a motion to deny the application, receiving a second from Councilmember Dillenberg. Mayor Barber called the question and the motion to deny carried.

Motion to deny application for US Ghost Adventures LLC

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG		X	X			
MOORE	X		X			
SHARIF			X			
SHEFFIELD			X			

7:22PM (22:43) C. Discussion Regarding the Town's Notice of Intent to Increase Certain Existing Fees

Staff will update Council regarding the timeline and process.

Mayor Barber introduced the item and Mr. Klein pointed out that it's a lengthy and cumbersome process, which won't be coming to the Council for a final vote until the June meeting. He explained notices have been put out and everything that was approved at the last meeting will be presented to them again after the 60 day required notice posting for formal approval.

7:23PM (23:32) D. Consideration of Contract Wastewater Operations, LLC, Proposal for Continuation of the Agreement for Wastewater Treatment System and Water System Consulting, Operation and Maintenance with a Price Adjustment

Council will consider and may approve the proposal.

Mayor Barber introduced the contract for consideration, pointing out that the proposal for continuation of the agreement included a price adjustment.

Vice Mayor Moore questioned if it would be more work or less work once the sewer plan is completed.

Mr. Klein answered it will be more work, he'd estimate 15% more due to the plant type and permit requirements, as well as the increased testing, analysis and initial monitoring. He said monitoring demands should decrease over time, but permit-related testing will remain higher.

Mayor Barber noted the contract increase and impact to the budget is less than the cost of gas for a year and that they hadn't requested a price adjustment in the previous year. Which Mr. Klein confirmed as correct. She reiterated the importance of Mr. McVittie and Mr. Christensen as essential parts of town with the longevity of their knowledge.

Mayor Barber entered a motion to approve the agreement, receiving a second from Councilmember Sharif. She then called the question and the motion was approved.

Motion to approve continuation of agreement with Contract Wastewater Operations LLC.						
COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
MOORE			X			
SHARIF		X	X			
SHEFFIELD			X			

7:26PM (0:00) E. Fiscal Year 2026-2027 Budget Work Session - Continued

Council will continue their discussions regarding the 2026-2027 budget, including a review of an initial draft budget. All aspects of the budget may be discussed, and Council may provide staff direction regarding the 2026-2027 budget.

Mayor Barber introduced the item and Mr. Klein said this is the exact same as the special meeting because he didn't know if there would be 30 seconds or 30 minutes after the first two items prior to the regular meeting beginning. Mr. Klein relayed that they had already given direction at the work session.

Mayor Barber said at one of the first meetings they had a list of things to be completed and she thought some of them were already being done. Mr. Klein confirmed she is correct and those items would fall off the next iteration of that report.

Mayor Barber then talked about WIFA moving away from grants to loans and asked if the items penciled in for 2027,

like the siphon, are grants coming from WIFA, which Mr. Klein also confirmed they are and funding is secured. She shared what she heard they are offering loans instead of grants now and thanked those that have secured those funds.

Mr. Klein shared that WIFA looks at their budget and median household income, which makes us pretty much a sure thing under their parameters. He confirmed that they are potentially moving to only loans, which would be at great loan rates but wouldn't help us.

7:28PM (28:27) F. Consider Approval / Award of the Deception Water Line Improvements Project (CDBG Funded) to the Lowest RESPONSIVE Bidder, Longfellow Excavating, LLC, with a Bid Amount of \$424,879.00, and Approval of a Contract with Longfellow Excavating, LLC

Council will consider and may approve the bid and contract between the Town of Jerome and Longfellow Excavating LLC.

Mayor Barber introduced item F to award the deception water line improvement project.

Mr. Klein shared that this bid is an increase from the lowest bidder, but the low bidder had some bureaucratic sam.gov issues they could not work through. He said he believes if they get it sorted out, they will be good to bid on future projects. He said we are running out of time on federal money that needed to be expended, and Longfellow is a company that has been vetted, has been around, and has completed projects successfully nearby.

There was discussion among council members about who the bid was previously awarded to.

Mayor Barber stressed that this needs to get done.

Councilmember Sharif entered a motion to approve, receiving a second from Vice Mayor Moore.

Vice Mayor Moore sought clarification on when starting soon meant the project would start. Mr. Klein answered it's always ADOT dependent.

Mayor Barber stressed that she hoped we didn't have to move on to the next one on the list before calling the question. The motion to approve and award the bid to Longfellow Excavating LLC was approved.

Motion to award project to Longfellow Excavating, LLC.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
MOORE		X	X			
SHARIF	X		X			
SHEFFIELD			X			

7:32PM (32:03) 10. TO AND FROM THE COUNCIL

Council may direct staff regarding items to be placed on a future agenda.

Mayor Barber introduced to and from the council.

Councilmember Sharif asked Mr. Blodgett if he was working on Ordinance revisions. He confirmed that they had a preliminary meeting a couple of weeks ago. Mr. Sharif continued to ask if it would be possible to put a moratorium in place on new businesses while that rewrite is being completed.

Mr. Klein and Attorney Gaylor both answered no.

With no further discussion the meeting moved on to item 11.

7:34PM (34:04) 11. EXECUTIVE SESSION

On a public majority vote of the members, Council may enter into executive session in accordance with ARS § 38-431.03 (A)(3);(4); and (7)

A. Motion to Adjourn to Executive Session

On a Public Majority Vote of Council Members Constituting a Quorum, the Town Council May Enter into an Executive Session pursuant to ARS § 38-431.03(A)(1) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting

Discussion regarding the leadership of the Fire Department, involving Assistant Chief Carl Whiting and Fire Chief succession / appointment planning.

Mayor Barber introduced item 11 and made the motion to adjourn to executive session.
 Councilmember Dillenberg seconded the motion.
 By unanimous vote the meeting entered executive session at 7:34p.m.

Motion to enter Executive Session at 7:34 p.m.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG		X	X			
MOORE			X			
SHARIF			X			
SHEFFIELD			X			

No vote was made and the meeting re-entered public session at 8:51p.m.

8:51PM (p2 0:06) B. Motion to Adjourn to Executive Session

On a Public Majority Vote of Council Members Constituting a Quorum, the Town Council May Enter into an Executive Session pursuant to ARS § 38-431.03(A)(3) Discussion or consultation for legal advice with the attorney or attorneys of the public body.

Discussion regarding the email received from legal counsel for Verde Exploration, Ltd. concerning streets and rights-of-way.

After returning to open session Mayor Barber made a motion to table the second executive session item. Receiving a second from Councilmember Sharif.

This motion carried by unanimous vote.

Motion to Table item.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER	X		X			
DILLENBERG			X			
MOORE			X			
SHARIF		X	X			
SHEFFIELD			X			

**8:51PM (p2 0:06) 12. Return to Open Session - New Business Continued
 Consideration of Any Action to be Taken from Executive Session Discussion**

Council may take action through a motion and / or may direct staff to prepare an action item for a subsequent meeting.

No action was taken on either executive session. The meeting moved to item 13, adjournment.

8:52PM (p2 0:33) 13. ADJOURNMENT

Councilmember Dillenberg entered a motion to adjourn the meeting.

Mayor Barber seconded the motion and called the question. The meeting adjourned at 8:52 p.m.

Motion to adjourn at 8:52 p.m.

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER		X	X			
DILLENBERG	X		X			
MOORE			X			
SHARIF			X			
SHEFFIELD			X			

APPROVE:

ATTEST:

 Alex Barber, Mayor

 Brett Klein, Town Manager