



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00^{PM} THURSDAY, NOVEMBER 23, 2016

- A. **The Meeting was Called to Order at 7:00 p.m. and the Pledge of Allegiance was said.**
- B. **Roll Call**

Present:

Mayor: Ken Taylor

Mayor Pro-Tem: Donna Johnson

**Council Members: Johann Wallace
Christy Hirshberg
Walter Welsch
Donna Johnson
Jane Hjeldness
Cynthia Butterworth**

Town Clerk/Administrator: Tammy J. Mitchell, MMC

Town Attorney: Thomas Benavidez

Absent:

- C. **Approval of Regular Minutes from the Town Council Meeting of November 10, 2016.**

Motion made by *Mayor Taylor* to open for discussion and/or action, **seconded** by *Councilmember Hirshberg*.

Motion made by *Mayor Taylor* to approve the minutes, **seconded** by *Mayor Pro Tem Johnson*.

7-0 Motion Carried

- D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
None

E. Reports by Council Members and Officers:

1. **Councilmember Welsch - Library/Senior Center**-Councilmember Welsch stated the computers are still having a few problems but we have a solution to try. The Senior Center is moving right along with feeding seniors.
2. **Councilmember Hjeldness – Finance** – Councilmember Hjeldness stated that she has met with Clerk Mitchell a few times and met with the city accountants and by the first of the year we will have financial reports. They are still working on the balancing and the audit. In December she is going to work on the TPT and make sure they are all being done properly and we are receiving what is owed to the city.
3. **Councilmember Johann-Wallace-Planning and Zoning**- Councilmember J. Wallace reported they are still working on the sign code and the next meeting will be on December 7, 20016. We also have an opening on the P & Z.
4. **Councilmember Butterworth – Public Safety** – Chief Allmon said Parks and Rec’s are working on the parade that is set for December 10, 2016. I had a prebuilt meeting for the new fire truck and we are still looking at April for completion. Chief Thies stated that they are happy to see the Animal Shelter finally completed and gave Mrs. Niki Haines and Mr. Charles English a certificate of appreciation. Chief Thies invited the Principal of Huachuca School Mr. Beaman to speak to the council about the MOU. Mr. Beaman said that the discipline referrals have been cut in half and stated that this MOU with the Rangers and Huachuca City is working amazing. Council member Butterworth said she is proud to represent the Police and Fire Department and looks forward to working with them.
5. **Mayor Pro Tem Johnson - Public Safety**- Mayor Pro Tem Johnson asked Supervisor Brown to give a report on the land fill. Mr. Brown explained that ADEQ came for the yearly inspection and we have one item to attend to. We do have one piece of equipment that is down due to age and usage. Mr. Brown stated that he has one of his employees is retiring this Saturday. Chief Thies said thank you to Mayor Pro Tem Johnson for all of her years of service for the Police and Fire Commissioner.
6. **Council Member Hirshberg-Parks and Recreation**-Council Member Hirshberg reported that the Parks and Rec’s held their Craft and Small Business Expo and had over 80 participants in attendance. For the next year we have some more ideas on how to make this bigger. Council member Hirshberg thanked all of those who helped. On Friday December 9 we have our Tree lighting and will have apple cider, hot cocoa and cookies. Then on December 10 we are having our Christmas Parade for anyone who would like to be in it to let her know. After the Parade we will meet at the Senior Center and have a cookie exchange and hot cocoa. She wished everyone a Happy Thanksgiving.
7. **Mayor**- Mayor Taylor reported that on Monday December 12th we will have a Board of Adjustment Appeal at 7:00 pm. This is for the Dusk till Dawn property.
8. **Tammy Mitchell - Town Clerk’s/Administrator Report**- Clerk Mitchell has no report at this time.

F. Unfinished Business:

G. New Business:

1. **Discussion and/or action [Mayor Taylor]: Resolution 2016-25 identifying Town officers who are authorized to sign checks, warrants and other documents on behalf of the Town.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Councilmember Wallace*.

Motion made by *Mayor Taylor* to approve Resolution 2016-25, seconded by *Mayor Pro Tem Johnson*. *I was decided to remove David Perry and add Donna Johnson and Jane Hjeldness.*

7-0 Motion Carried

2. **Discussion and/or Action [Mayor Taylor]: AC-Furnace Units on Town Hall Building/Police Station.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Councilmember Wallace*

Mayor Taylor read from One-Hour Heating and Cooling bid. Clerk Mitchell stated that she just received another bid for \$39,000 to replace all 7 units. Clerk Mitchell stated in the last few years the city has spent over \$20,000 to repair the units. Clerk Mitchell stated that the units are constantly being worked on. Councilmember Butterworth asked if there was a contingency budget. Clerk Mitchell stated that the city would pay for it out of general funds. Clerk Mitchell stated that she is waiting for another bid to come in from a company that works with the insurance. Councilmember Butterworth asked if the cost would require council action. Due to the cost, the council will have to approve the expense. Councilmember Wallace reminded the council and public that with the units in the current condition, it could release dangerous gases and air quality into the buildings. He also stated that it would be better to replace the units rather than repair them. Councilmember Wallace also stated that the warranty on new units would be worth the money spent. He commented that repairing the units was not even a consideration in his mind. Councilmember Welsch mentioned repairing a couple of them and replacing a few over the next couple of years. Clerk Mitchell stated the problem with that plan was that all the units had been red tagged, so they are not usable. Chief Thies stated that to replace these units would require a crane. To rent a crane several times to replace units over the next few years would be more costly. Councilmember Hjeldness stated that the utility savings is a factor for the replacement. Mayor Taylor stated that there is a big difference between 48,000 and 39,000. If they were all to be replaced, then 39,000 was not a bad price. Councilmember Wallace stated that this needs to be handled quickly because of the employees working in the conditions without heat. Councilmember Welsch said that all three bids will need to specify all parts needed.

Motion made by *Mayor Taylor* to postpone this item until a special meeting can be scheduled, seconded by *Councilmember Hirshberg*.

7-0 Motion Carried

3. **Discussion and/or Action [Mayor Taylor]: Mayor to Present the Yard of the Month Winners.**

Moved to Item One

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Mayor Pro Tem Johnson*. Mayor Taylor let the Friends of Huachuca present awards for citizens for having great yards. Mr Jensen announced the

awards to Nathaniel Grady, Elmer Urda and Louis and Dette Perschke. The Council congratulated the winners this month.

4. **Discussion and/or Action [Mayor Taylor]: Purchase of a Long Block engine for the 623 F Scrapper -- approximate price of \$8,500.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Mayor Pro Tem Johnson*. Supervisor Brown answered some questions from the council and assured them that the equipment malfunctioned due to the age and was time to rebuild the motor.

Motion made by *Mayor Taylor* to authorize up to \$10,000.00 for purchase of a long block, seconded by *Mayor Pro Tem Johnson*.

7-0 Motion Carried

5. **Discussion and/or Action [Mayor Taylor]: Resolution 2016-26 canvassing the results of the General Election held on November 8, 2016.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Councilmember Hirshberg*.

Motion made by *Mayor Taylor* to approve Resolution 2016-26, seconded by *Councilmember Wallace*.

7-0 Motion Carried

6. **Discussion and/or Action [Town Attorney]: Update concerning the Town's potential claim against the federal government arising out of the abandonment of the San Pedro Railway line and its conversion to a trail.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Mayor Pro Tem Johnson*.

7. **Discussion [Town Attorney]: Update concerning the recent Arizona Supreme Court ruling in Hall v. EORP which invalidated certain legislative amendments to the Elected Officials and Public Safety Personnel Retirement Systems.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Councilmember Wallace*. Attorney Benavidez explained the process the PSPR is changing and where to find this information.

8. **Discussion and/or Action [Mayor Taylor]: Revisit the Town Council meeting agenda preparation process.**

Motion made by *Mayor Pro Tem Johnson* to open for discussion and/or action, seconded by *Mayor Taylor*.

Motion made by *Mayor Taylor* to have staff draft an official document for a process for council members to submit any agenda items by 1pm on Thursday the week before the council meetings, a draft agenda by close of business Friday, any changes by Monday close of business and a final agenda by Tuesday the week of the council meeting, as well as the mayor has final word on any last minute agenda items, seconded by *Councilmember Wallace*.

7-0 Motion Carried

- H. **Payment Approval Report in the amount of \$73,280.73.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Mayor Pro Tem Johnson*.

Motion made by *Mayor Taylor* to approve the payment of \$73,280.73, **seconded** by *Mayor Pro Tem Johnson*.

7-0 Motion Carried

- I. **Call to the Public: [3 min. limit] ARS38-431-01 Public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.**

The Council had no call slips at this time.

- J. **Discussion and/or Action [Town Clerk]: Items to be placed on the next agenda.**

- K. **Adjournment: 8:52p.m.**

Motion made by *Mayor Taylor* to adjourn, **seconded** by *Councilmember Wallace*.

7-0 motion Carried

Approved by Mayor Taylor on December 8, 2016.

Mayor, Kenneth Taylor

Attest: _____

Town Clerk Tammy J. Mitchell, MMC

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Town of Huachuca City held on November 23, 2016. I further certify that the meeting was duly called, and a quorum was present.

Tammy J. Mitchell, MMC, Town Clerk/Administrator