



TOWN OF HUACHUCA CITY

The Sunset City

MEETING MINUTES OF THE HUACHUCA CITY TOWN COUNCIL WORK SESSION

February 26, 2020 AT 6:00 PM

HUACHUCA CITY TOWN HALL

500 N. GONZALES BLVD.

HUACHUCA CITY, AZ 85616

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

The meeting was called to order at: 6:00 pm
The Pledge of Allegiance was led by: Mayor Wallace

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem		X
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor		X
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	
Jean Post	Councilor	X	
Eric Duthie	Interm Town Manager	X	
Janine Rustine	Town Clerk	X	

Thomas Benavidez	Town Attorney		X
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B. Call to the Public – Mayor

A.R.S. 38-431.01 states the 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.

None

C. New Business Before Council - Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen, who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

C.1 Discussion and/or Action [Mayor]: The Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (1), for the purposes of interviewing Town Manager candidates.

Motion C.1: Open item for discussion		Action: Open
Moved by: Mayor Wallace	Seconded by: Councillor Butterworth	

Terry Weter Interview: executive session

Executive session started 6:01pm, motion made by Mayor Wallace, seconded by Councillor Butterworth

Executive session ended 6:38 pm, motion made by Mayor Wallace, seconded Councillor Butterworth

Harry Staven Interview:

Councillor Butterworth: Summarize your background, explain how you feel your skills and experience qualify you for this job, and also why you are interested in Huachuca City’s Town Manager position.

Mr. Staven: I'm a generalist in management, I'm not specialized in only one area. I like serving small communities, I like Arizona, and I like the diversity of the culture in the area.

Councilor Banks: Describe the experience you have had interacting with the public, elected officials, and management teams?

Mr. Staven: I've worked with tribal and multiple governments. I'm a people person and I like to work with people one on one. I like to work with people in small settings. I like to be part of the community and be accessible.

Mayor Wallace: Describe your experience related to governmental financial/budget management.

Mr. Staven: Half of my experience has been in the finance office.

Councilor Trate: Describe your approach to managing staff members and departments with competing needs and issues?

Mr. Staven: I like to focus on planning on what's going to be happening in the next fiscal year. The four elements that I have to have is 1. How is that employee improving his or her skill bank? 2. How is that person going to enhance the team? 3. How is that person is going to enhance the safety of the work environment? 4. How do you want to interact in the community?

Councilor Post: What is your experience working with enterprise funds and town utility rates?

Mr. Staven: I have worked in those myself. I have had enterprises like a motor vehicle department, a liquor store and common utilities.

Councilor Butterworth: What is your experience with solid waste/landfill management?

Mr. Staven: I have opened two landfills and closed three.

Councilor Banks: What are the main strengths and weaknesses you see that Huachuca City has today?

Mr. Staven: You are next to a military installation. Anytime you have a government installation that is an opportunity to get extra funds.

Mayor Wallace: What value do you see intergovernmental relations? How have you used these in the past in your organizations?

Mr. Staven: IGA's are positive.

Councilor Trate: Describe what you see as your strengths related to this job/position. Describe what you see as your weaknesses related to this job/position

Mr. Staven: I believe weaknesses are opportunities to improve. My greatest strength is I'm patience with people and like listening to what people have to say.

Councilor Post: This position is a full time position. If selected what would be your main goals?

Mr. Staven: Earn your trust on a day to day basis. Learn participants and their goals. In 4-6 years have a better community.

Councilor Butterworth: How do you handle time management and prioritizing Town/personal needs?

Mr. Staven: The key to time management is delegation and prioritizing tasks.

Councilor Banks: What questions do you have for us?

Mr. Staven: I don't have any questions. I would like to thank the Council for the opportunity.

Jay Howe Interview: executive session

Executive session started 7:19pm, motion made by Mayor Wallace, seconded by Councilor Trate

Executive session ended 7:47 pm, motion made by Mayor Wallace, seconded by Councilor Butterworth

D. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Post	

Meeting Adjourned: 7:49 pm

Approved by Mayor Johann R. Wallace on March 12, 2020.


Mr. Johann R. Wallace
Mayor

Attest:


Ms. Janine Rustine,
Town Clerk

Seal:



Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on February 26, 2020. I further certify that the meeting was duly called and a quorum was present.


Ms. Janine Rustine,
Town Clerk

