



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
April 22, 2021 AT 7:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

SPECIAL NOTICE: BY NEW PROCLAMATION OF THE MAYOR, DUE TO SIGNIFICANT PROGRESS IN THE BATTLE AGAINST THE COVID-19 PANDEMIC, THE MAYOR AND COUNCIL WILL RESUME IN-PERSON PUBLIC MEETINGS, BUT WILL CONTINUE TO OFFER A REMOTE ACCESS FORMAT. MEMBERS OF THE PUBLIC MAY COME TO TOWN HALL TO ATTEND THESE MEETINGS OR THEY MAY ATTEND BY GOING TO [OR CALLING TO]: <https://www.facebook.com/HuachucaCityAZ> or 520-844-2096. IN ADDITION, THE MAYOR HAS RESUMED IN-PERSON CALLS TO THE PUBLIC AT THESE MEETINGS. HOWEVER, MEMBERS OF THE PUBLIC MAY STILL CHOOSE TO SUBMIT WRITTEN COMMENTS TO THE TOWN CLERK TWENTY-FOUR HOURS IN ADVANCE OF THESE MEETINGS.

ADVANCE NOTICE OF ALL MEETINGS CAN BE FOUND AT THE TOWN'S USUAL AGENDA POSTING LOCATIONS, INCLUDING THE TOWN'S WEBSITE <https://huachucacityaz.gov/>

AGENDA

A. Call to Order – Mayor 7:00pm

- a. Pledge of Allegiance

Led by Mayor Wallace.

- b. Roll Call and Ascertain Quorum

Roll Call.

Present: Johann Wallace, Keith Settlemyer, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Post, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting).

- c. Invocation

Led by Elder Thomas.

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.

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.

Ms. Diane Hildebrandt requests donations for the Friends of the Library. Due to COVID they have not been able to have book sales to help raise funds. They do plan on holding a raffle on July 17th to help raise funds.

C. Consent Agenda - Mayor

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Council. There will be no separate discussion of these items unless a Member of the Town Council requests that an item or items be removed for discussion. Council Members may ask questions without removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

- C.1** Consider approval of the minutes of the Regular Council meeting held on April 8, 2021.
- C.2** Consider approval of the Payment Approval Report.

Motion: Items on the Consent Agenda, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion: Items on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.
Motion passed unanimously.

D. Unfinished Business before the 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.

E. 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.

E.1 Discussion and/or Action [Spencer Forsberg]: Mr. Forsberg will review the Town's finances for the month of March.

Motion: Item E.1, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Mr. Forsberg provides a brief overview of the General Fund and each of the Enterprise Funds. More detailed report was provided in the Council packet.

E.2 Discussion and/or Action [Mayor Wallace]: Second reading of **ORDINANCE NO. 2021-03 AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE CHAPTER 2.20 "COUNCIL PROCEDURE" SECTION 2.20.010 "REGULAR MEETINGS" TO REMOVE THE HOUR OF COUNCIL MEETINGS FROM THE TOWN CODE AND TO ALLOW FLEXIBILITY WITH RESPECT TO MEETING LOCATION;** the Council might discuss and take action to change future Council meeting times from 7:00 pm to 6:00 pm.

Motion: Item E.2, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion: Ordinance 2021-03, **Action:** Adopt, **Moved by** Johann Wallace, **Seconded by** Jean Post.

Motion passed unanimously.

Motion: Change the time of the Town Council meetings from 7pm to 6pm, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

E.3 Discussion and/or Action [Suzanne Harvey]: Council approval of an amended technical assistance and grant management agreement with the Southeastern Arizona Governments Organization (SEAGO) to assist the Town in managing its Community Development Block Grant [CDBG] for park improvements.

Motion: Item E.3, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.

Director Harvey advises this is only a change to include charges for an environmental study that was completed, but was not included on the previously approved contract. The amount

is \$5,000.00 and was a part of the total amount that was approved, however SEAGO neglected to include it in the agreement.

Motion: The amended technical assistance and grant management agreement with SEAGO, Action: Approve, Moved by Johann Wallace, Seconded by Debbie Trate. Motion passed unanimously.

E.4 Discussion and/or Action [Mayor Wallace]: Appointment of a representative to the SEAGO executive board.

Motion: Item E.4, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Debbie Trate.

Councilmember Post volunteers.

Motion: Councilmember Post as the representative to the SEAGO executive board, **Action:** Appoint, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth. Motion passed unanimously.

F. Department Director Reports

Manager Harvey advises that we did get a report from Whetstone Fire and we will continue to get them.

G. Items to be placed on future agendas

Councilmember Butterworth would like to have Councilmember Post placed as primary for PACT and herself as secondary. Mayor Wallace will discuss expectations for the Director reports.

H. Reports of Current Events by Council

Councilmember Post advises herself and Councilmember Settlemyer did a tour of the Border Patrol building with the PACT committee. Councilmember Trate is working on setting up a meeting with the Hispanic Chamber and Manager Harvey. Councilmember Butterworth advises of the food drive the past Friday. Mayor Wallace advises we are still waiting on the final report for our roadway assessment.

I. Adjournment

Motion: 7:27pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

Approved by Mayor Johann R. Wallace on April 22, 2021.

Mr. Johann R. Wallace
Mayor

Attest: _____
Ms. Brandye Thorpe,
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 April 8, 2021. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk