



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
August 8, 2024 AT 6:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

A. Call to Order – Mayor

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

B. Roll Call.

Roll Call.

Present: Johann Wallace, Danielle Cardella, Cynthia Butterworth, Christy Hirshberg, Debra Trate, Jeffrey Ferro, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Town Manager Suzanne Harvey (Not voting)

- a. Invocation

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.

C. 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.

D. 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 July 25, 2024, and the Special Meeting held on August 1, 2024.

C.2 Consider approval of the Payment Approval Report.

Motion: Approval of the items on the Consent Agenda, **Action:** Open for Discussion and/or Action, **moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion: Approval of the items on the Consent Agenda, **Action:** Approve, **moved by** Johann Wallace, **Seconded by** Christy Hirshberg.
Motion passed unanimously.

E. 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 [Chief Berry]: Approval of the purchase of police vehicles, already included in the budget, for an amount not to exceed \$26,994.00.

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

Chief Berry explains that there is such a limited supply of vehicles that it is a struggle to acquire one. If he has prior authorization to purchase he would stand a better chance when one does become available. He has the funds in the budget since the lease for the other vehicle was paid off last fiscal year, which was a year earlier than required.

Motion: The purchase of police vehicles, already included in the budget, for an amount not to exceed \$26,994.00, **Action:** Approve, moved by Johann Wallace, Seconded by Christy Hirshberg.

E.2 Discussion and/or Action [Chief Berry]: After Action Review of the Town's National Night Out event.

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

Chief Berry shows some slides and speaks about the event and its success.

E.3 Discussion and/or Action [Stephanie Fulton]: After Action Review of the Town's Back to School event.

Motion: Item E.3, **Action:** Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Stephanie Fulton shows some slides and speaks about the event and its success.

E.4 Discussion and/or Action [Stephanie Fulton]: Approval to accept Libraries as Telehealth Access Points grant of \$10,000 from the Arizona State Library.

Motion: Item E.4, **Action:** Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Stephanie Fulton advises this is a grant to purchase equipment and supplies to allow patrons to complete Telehealth appointments.

Councilmember Cardella asks some questions about HIPPA, cleaning/sanitizing, staff requirements and policies.

Mayor Wallace asks about Privacy Notices per the Privacy Act 1974 for patrons.

Mayor Wallace also asks which space would be used for this service.

Stephanie Fulton states that the Maker's Space would be used. Mayor Wallace disagrees and states that there would need to be a different space used. The Maker's Space is not to be used for this, it has its own purpose. Stephanie Fulton states there is a room in the Activity Center that could be used instead. She further states staff would have the responsibility to sanitize equipment even though there will be cards asking users to clean after themselves.

Attorney Benevidez asks if a HIPPA Adjacent Business Associate agreement would be required.

Motion: Go back and ask the questions, get answers to these questions and bring this back at the next meeting, **Action:** Direct Staff, moved by Johann Wallace, Seconded by Christy Hirshberg.

E.5 Discussion and/or Action [Clerk Thorpe]: Approval to rent a Caterpillar 623 Scraper for landfill operations.

Motion: Item E.5, Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Michael Fox advises of the current state of the scraper owned by the Town. Repairs time is undetermined at this time.

Brandye Thorpe advises that Manager Harvey approved the rental for one week as an emergency measure, but would like to get approval for the full 4 weeks based on the problems with ours.

Motion: The rental of a Caterpillar 623 Scraper for 4 weeks in the amount of \$22,855.00 not including tax and freight costs, Action: Approve, moved by Johann Wallace, Seconded by Christy Hirshberg.

F. Reports of Current Events by Council

Councilmember Butterworth- Food distribution next Friday. Helped hand out backpacks at Back to School. On the 15th there is a joint TAC/SVMPO meeting.

Mayor Wallace- Attended the Change of Command yesterday. Hispanic Chamber is next week. Lots of things going on this month.

Councilmember Ferro- No report

Councilmember Cardella- No report

Councilmember Trate- So far the Upper San Pedro Meeting is still on for next Wednesday.

Mayor Pro Tem Hirshberg- Handed out backpacks at Back to School event. Will be at the Hispanic Chamber event this month.

G. Adjournment

Motion: To Adjourn, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion passed unanimously.

Approved by Mayor Johann R. Wallace on August 22, 2024.

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 August 8, 2024. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk