



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
November 14, 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, Christy Hirshberg (via phone), Cynthia Butterworth, Danielle Cardella (via phone), Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent: Debra Trate,

- c. 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.

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.

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 October 24, 2024.

C.2 Consider approval of the Payment Approval Report.

Motion: Items listed on the consent agenda Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Motion: Approval of the items on the Consent Agenda, Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.

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 [Suzanne Harvey]: Approval of a contract with Judge Barth to continue to serve as the Town’s Magistrate.

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

Manager Harvey explains that there were very few minor changes to the previous contract, which include taking out wording about additional pay if the court were to go back to 4 days per month.

Motion: the contract with Judge Barth to continue to serve as the Town's Magistrate Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.
Motion passed unanimously.

E.2 Discussion and/or Action [Suzanne Harvey]: Update on the projects [infrastructure improvements, including parking lot, tennis court, and swimming pool rehabilitation] and expenditures from the Town's share of American Rescue Plan Act [ARPA] funding; and authorization for additional expenditures of any uncommitted ARPA funds for additional improvements at Hunt Park and/or to pay for the Town's fire and emergency medical services.

Motion: Item E.2 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Manager Harvey explains that there will be extra funds after the projects Council decided on are completed and she would like to spend them on Hunt Park. The funds may not be able to be obligated by the December 31st deadline, so she would like permission to use the funds to pay for the Fire services if needed, which then frees up money from the General Fund to complete the projects.

Motion: Proceed with the procurement as discussed to include those additional upgrades down at Hunt Park and if necessary redirect those funds to pay the fire bill so we can free that up from a time constraint perspective Action: Direct staff, moved by Johann Wallace, Seconded by Cynthia Butterworth.
Motion passed unanimously.

E.3 Discussion and/or Action [Suzanne Harvey]: Approval of the purchase of a Type 6 wildland firefighting truck and brush hog mower/cutter.

Motion: Item E.3 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Manager Harvey explains that we are finally able to spend the grant money received for these items and she would like permission to proceed with the purchase of the equipment, which includes funds from the ARPA funding as our match amount.

Motion: the purchase of a Type 6 wildland firefighting truck and brush hog mower/cutter Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.
Motion passed unanimously.

E.4 Discussion and/or Action [Brandye Thorpe]: Update on plans for the Town's annual Thanksgiving meal.

Motion: Item E.4 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Clerk Thorpe updates on the plans for the annual Thanksgiving Meal, including the fact that the Buena High culinary arts students will be preparing the food this year in the Buena High kitchen under the supervision of their teacher and our Councilmember Danielle Cardella. The students will also help with serving the meal.

E.5 Discussion and/or Action [Stephanie Fulton]: Update on the plans for the Town's annual Polar Express, Tree Lighting and Holiday Gift Basket events.

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

Stephanie Fulton provides information regarding the Polar Express which will be held on December 13th along with the Tree Lighting. Holiday food drive will be in upper Huachuca City on December 2nd and Lower Huachuca City on December 3rd. Gift baskets will be handed out on December 20th.

E.6 Discussion and/or Action [Brandye Thorpe]: Update on plans for the Town's annual Christmas Parade and approval of the proposed road closures.

Motion: Item E.6 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Clerk Thorpe updates on the Christmas Parade to be held on December 14th. Road closures will remain the same as in prior years.

E.8 Discussion and/or Action [Mayor Wallace]: RESOLUTION No. 2024-12 - A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, CANVASSING THE RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 5, 2024.

Motion: Item E.8 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Mayor Wallace advises we will need to have a special meeting on November 21st to canvass the results as we do not have the information from Cochise County yet due to their issues with equipment.

F. Reports of Current Events by Council

Councilmember Butterworth- Missed Trunk or treat. Food distribution is tomorrow morning.

Mayor Wallace- 20th of October went to the dedication of the County Regional Border Operations Center to the Valensky brothers. 28th went to a FEMA risk map meeting in Benson where FEMA is working on redoing their floodplain mapping. Thursday went to AllPro Pest management grand opening. Monday was the Veteran's Day Ceremony. Mayor Manager Luncheon was yesterday.

Councilmember Cardella- Excited to participate in the Thanksgiving.

Councilmember Trate-

Mayor ProTem Hirshberg- Trunk or treat went great. Will help hand out gifts and stuff. Will be at the Thanksgiving at the Lion's Club.

G. Adjournment

Motion: To Adjourn, **Action:** Adjourn, **Moved by** Johann Wallace, **Seconded by Cynthia Butterworth.**

Motion passed unanimously.

Approved by Mayor Johann R. Wallace on December 12, 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 November 14, 2024. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk