



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
December 12, 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, Cynthia Butterworth, Danielle Cardella, Debra Trate, Town Manager Suzanne Harvey (Not voting), Town Clerk Brandye Thorpe (not voting), Town Attorney Thomas Benavidez (Not voting).

Absent:

- 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.

Mayor Wallace allows Andre Newcomb to address Council. Mr. Newcomb speaks about Sierra Vista.

Mayor advises Mr. Newcomb that his call to the public slip states he is going to talk about IGAs and to please keep to that subject.

Mr. Newcomb states we should

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 November 14, 2024 and the Special Meeting held on November 21, 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 Christy Hirshberg.

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 [Mayor Wallace]: Swearing in of newly elected Councilmembers: Christy Hirshberg, Danielle Cardella, and Nallely Arreola.

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

Mayor Wallace swears in all three Councilmembers. Councilmember Arreola takes her seat.

E.2 Discussion and/or Action [Suzanne Harvey]: Resolution 2024-15 - Rebranding the Community Garden as “Annie’s Community Garden” in honor of Ann Aust, President of HUACHUCA CITY COMMUNITY GARDEN, INC., a nonprofit that manages the garden. The Council may direct staff concerning the process for implementing the name change.

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

Councilmember Trate recuses herself and leaves the room as she does business with the Community Garden.

Mayor Wallace allows Ann Aust to speak. She brings some other members of the Community Garden up to stand with her. She provides some information on what the garden does and all the work that has gone into getting it going and how successful it has been. She acknowledges all of the people who have helped from the start. Regan from the Arizona Cooperative Extension speaks and states that Ann deserves this, as shown by the fact that she never mentioned how much effort and time she has spent on this. Manager Harvey thanks Council for approving this. She also thanks Ann for sticking with it and all of her hard work. Ann adds that Holly Weichelt had this idea and started the project. She invites everyone to come volunteer, or just see it.

Motion: Resolution 2024-15 Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth.

Motion passed unanimously with Councilmember Trate still out of the room.

Councilmember Trate rejoins the meeting.

E.3 Discussion and/or Action [Gerald Hursh]: A South-Eastern Arizona Governments Organization (SEAGO) representative will present a new mobile telehealth initiative called a “Potluck Program.”

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

Gerald Hursh introduces Chris Vertrees from SEAGO.

Mr. Vertrees gives an overview of the program and explains that this is a new pilot program. He advises that Town Staff would be responsible for transporting residents to the Library to use the setup there, or transporting the equipment to the resident if they are unable to go to the Library. The program would provide a van, equipment and training for the Town to use to provide the services.

Council asks some questions about marketing, the scheduling software, staffing requirements/burden, health safety for our staff, and insurance needs.

Mr. Vertrees answers the questions to the best of his ability, and reminds everyone it is a 2 year pilot program that is just getting started so many things will need to be figured out as it moves forward.

Motion: Move forward with planning and bring an agreement back for Council to review and approve, **Action:** Direct Staff, moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

E.4 Discussion and/or Action [Gerald Hursh]: Consultant, Michael Baker International, will present a public transit feasibility study that has been completed over the last year to explore public transit needs, options and potential funding through federal grant programs.

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

A presentation is given by Brian Snyder about the study and the potential for grant funding. Councilmember Trate clarifies that we can apply for the 5310 Grant in 2025 and the 5311 in 2026 and have two grants at once. This is confirmed.

Motion: To apply for the 5310 funding, **Action:** Direct Staff, moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

E.5 Discussion and/or Action [Suzanne Harvey]: Resolution 2024-13 - Approving increases to the garbage fee schedule.

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

It is discussed that these fees have been posted for the required length of time and now just need Council approval to take effect. The standard residential rate will increase by 76 cents. Additional cans and commercial rates are also increasing as described in the fee schedule.

Motion: Resolution 2024-13, **Action:** Approval, moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

E.6 Discussion and/or Action [Chief Berry]: Resolution 2024-14 - Approval of new and increased fees for public records and Animal Control-related services, including fees for video records, animal euthanasia and disposal, and pet licensing/registration.

Motion: Item E.6 **Action:** Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Mayor Wallace reviews the fees. These have been posted for the required length of time and just need Council approval.

Motion: Resolution 2024-14, Action: Approval, moved by Johann Wallace, Seconded by Christy Hirshberg.

Motion passed unanimously.

E.7 Discussion and/or Action [Jim Halterman/Manager Harvey]: Approval to rent a scraper [tractor] for the landfill.

Motion: Item E.7 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Manager Harvey explains that the landfill got very behind while our own scraper was down for repairs and we need to get caught up before we have any issues with ADEQ. This rental would allow that to happen.

Motion: the rental of a scraper up to two weeks, Action: Approve, moved by Johann Wallace, Seconded by Christy Hirshberg.

Motion passed unanimously.

E.8 Discussion and/or Action [Jim Halterman/Manager Harvey]: Approval of repairs to the Caterpillar D8 Dozer.

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

Jim Halterman explains that the gear that turns the tracks broke and needs replaced. Two bids were obtained, he suggests we use Empire Cat, which was the lowest bid.

Motion: the repairs to the Caterpillar D8 Dozer using Empire Cat, in an amount not to exceed \$40,000.00, Action: Approve, moved by Johann Wallace, Seconded by Cynthia Butterworth. Motion passed unanimously.

E.9 Discussion and/or Action [Stephanie Fulton]: After Action Review of the Town's annual Creepy Candy Crawl.

Motion: Item E.9 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Stephanie Fulton presents some slides of the event. She talks about what went well and how to improve it for next year.

E.10 Discussion and/or Action [Brandy Thorpe]: After Action Review of the Town's annual Thanksgiving meal.

Motion: Item E.10 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Brandy Thorpe shows some slides from the event. She discusses what went well and gives Buena High Culinary students great credit for their efforts.

E.11 Discussion and/or Action [Brandy Thorpe]: Approval of the Council Meeting schedule for calendar year 2025.

Motion: Item E.11 Action: Open for Discussion and/or Action, moved by Johann Wallace, Seconded by Christy Hirshberg.

Mayor Wallace advises these all make sense and follow the normal scheduling.

**Motion: the Council Meeting schedule for calendar year 2025 , Action: Approve, moved by Johann Wallace, Seconded by Christy Hirshberg.
Motion passed unanimously.**

E.12 Discussion and/or Action [Mayor Wallace]: PROCLAMATION NO. 2024-20 - A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY, DECLARING THE MONTH OF JANUARY, 2025, AS "HUMAN TRAFFICKING PREVENTION MONTH" IN THE TOWN OF HUACHUCA CITY.

F. Reports of Current Events by Council

Councilmember Butterworth- Attended the meeting on Nov. 20th for Cochise County at the Activity Center. Attended the Thanksgiving Meal. Attended the Tombstone School District Supervisor discussion. Will be at the Polar Express on the 13th. Will be at the Town Parade.SVMPO meeting on the 17th. On the 20th food distribution in the morning and a state transportation meeting in Sierra Vista and the Gift Basket distribution at the Library in the evening.

Mayor Wallace- Went to the Superintendent Discussion at the school. Congratulations to Dr. Sarah Cox, she will be the next Superintendent of the Tombstone School District. Christmas Parade was awesome seeing our new truck at night with the lights on. Polar Express and Tree Lighting tomorrow. Parade on Saturday. Monday meeting with Jason to close out the quarter. If time allows will go to the ribbon cutting at Cochise College. Merry Christmas, Happy New Year, Happy Holidays to everybody.

Councilmember Cardella- Will be at the Polar Express and Tree Lighting tomorrow and the Parade Saturday morning. Monday will be at the Cochise College Firearms Training Facility opening.

Councilmember Trate- Attended the Sierra Vista Light Parade.

Mayor ProTem Hirshberg- Had a trunk at the Creepy Candy Crawl. Helped at the Thanksgiving Meal. Will be at the parade on Saturday morning. Went to the Superintendent Discussion.

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