



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00^{PM} THURSDAY, JULY 27, 2017

A. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 7:00 p.m.

B. **Roll Call: Present:**

Mayor:

Mayor Pro-Tem: Mayor Pro Tem Johnson

**Council Members: Johann Wallace
Christy Hirshberg
Jane Hjeldness
Cynthia Butterworth
Walter Welsch**

Town Clerk/Administrator: Jennifer Fuller

Town Attorney: Thomas Benavidez

Absent: Mayor Taylor, Town Clerk Mitchell.

C. **Approval of Regular Minutes from the Town Council Meeting of July 13, 2017, Executive Session Minutes from June 20, June 22 and June 28, 2017.** Motion made by Mayor Pro Tem Johnson, seconded by Johann Wallace to approve the Executive Session Minutes for June 20, 22 and 28, 2017 and not the July 13, 2017 were not in the packets.

6-0 Motion Carried

D. **Call to the Public [3 minute limit] Agenda Items Only. (See below) No call slips.**

E. **Reports by Council Members and Officers.**

1. **Council Member Welsch - Library/Senior Center-** Council Member Welsch reported that on Monday we had a Mini Maker's Fair with the 4H Organization

and it went real well. The Library had 160 patrons come into the Library. We plan to formalize our relationship with the 4H in hopes to have weekly projects. Council Member Welsch reported that on Tuesday the 25th the Library wrapped up the Summer Splash Program and the children read over 23,475 minutes. The Back to School Program will be on August 1st along with the Police Department National Night Out. The last day for the pool will be August 1st.

2. **Council Member Hjeldness- Finance-** Council Member Hjeldness mentioned she does not have a lot at this time but she will be giving a report at the second meeting of the month.
3. **Council Member J. Wallace – Planning and Zoning [might include a report by the Planning and Zoning Administrator]** - Council Member Wallace reported that they have a P&Z Meeting on August 2nd. Dr. Johnson mentioned that the house that burnt down on 2nd Street will be building a new home. The house down in lower that burnt was sold and the new owner will be also building a new home. Dr. Johnson conveyed the trailer on 303 Apache is finally all cleaned up so take a drive down there and see how that area looks. Chief Allmon and I have been working with the Children Center on their fire system. On August 2 is national engineer's day. Lastly the Mexican Restaurant will be opening soon so visit them.
4. **Council Member Butterworth – Public Safety [might include reports by the police and fire chiefs]** - Council Member Butterworth reported so far this year, as of 07/13/2017, officers have: Responded to 2,151 calls for service of which, 1,281 were traffic stops, Issued 439 warning and equipment repair order with 563 separate violations, And Issued 694 separate charges on 554 tickets. Officers have processed 59 arrests. Animal Control has responded to 111 calls for service and issued 12 citations citing 28 offenses. They have also issued 1 warning. The fire department has responded to 265 EMS calls and 46 fire calls. Dispatch has cleared 227 calls for service, answered 7,448 calls and greeted 2,741 visitors. Council Member Butterworth stated that the animal shelter is full so please take an animal home. Council Member Butterworth conveyed that National Night Out will be held on Tuesday so come out and show your support. Chief Thies is in Training in Phoenix. Council Member Butterworth commented that we are getting close to having an ISO Inspection so we will let people know when that happens.
5. **Council Member Hirshberg-- Parks and Recreation-**Council Member Hirshberg reported that we will have the Balloon guy attending the National Night Out and Back Pack for School on August 1st. There will be many games to play the Kona Ice trailer and Smokey the Bear will be there. We will have free popcorn and many other things to do. The Craft and Small Business Expo will be on September 15, 2017.
6. **Mayor Pro Tem Johnson - Public Works [might include a report by the landfill supervisor]** - Mayor Pro Tem Johnson stated the PW are keeping up with the fast growing grass and staying busy.
7. **Mayor's Report-** Absent
8. **Town Clerk's Report-**Absent

F. **Unfinished Business:** None

G. New Business:

- 1. Discussion and/or Action [Mayor Taylor]: Read by Title Only Ordinance 2017-03, AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE TITLE 18 "ZONING," CHAPTER 18.155 "VIOLATIONS AND PENALTIES," TO PROVIDE FOR COURT ORDERED RESTITUTION IN ZONING ENFORCEMENT CASES. Motion made by Mayor Pro Tem Johnson, seconded by Council Member Butterworth to open this item.**

6-0 Motion Carried

Motion made by Mayor Pro Tem Johnson to Adopt Ordinance 2017-03, seconded by Council Member Butterworth. 6-0 Motion Carried

- 2. Discussion and/or Action [Mayor Taylor]: Read by Title Only Ordinance 2017-04, AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE TITLE 15 "BUILDINGS AND CONSTRUCTION," CHAPTER 15.80 "VIOLATIONS AND PENALTIES," SECTION 15.80.010 "NOTICE OF VIOLATIONS," TO PROVIDE FOR COURT ORDERED RESTITUTION IN BUILDING CODE ENFORCEMENT CASES. Motion made by Mayor Pro Tem Johnson, seconded by Johann Wallace to open this item.**

6-0 Motion Carried

Motion Made by Council Member Wallace, seconded by Mayor Pro Tem Johnson to Adopt Ordinance 2017-04. 6-0 Motion Carried

- 3. Discussion and/or Action [Mayor Taylor]: Read by Title Only, Ordinance 2017-05, AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, COCHISE COUNTY, ARIZONA, AMENDING THE TOWN CODE, CHAPTER 2.125 "PERSONNEL SYSTEM," ADDING NEW SECTION 2.125.025 "NEPOTISM AND CONFLICTS OF INTEREST" ADOPTING THE STATE'S STATUTES ON NEPOTISM AND CONFLICTS OF INTEREST. Motion made by Mayor Pro Tem Johnson, seconded by Council Member Butterworth to open this item.**

6-0 Motion Carried

Council Member Welsch stated he would like to wait on this item because it does not say second reading.

- 4. Discussion and/or Action [Town Clerk Tammy Mitchell]: Authorizing staff to begin process of advertising to fill Town Manager position and retain current Town Clerk Mrs. Mitchell as Town Clerk per Town code. Motion made by Mayor Pro Tem Johnson, seconded by Council Member Wallace to open this item.**

6-0 Motion Carried

Council Member Wallace asked if we need to advertise in house first. Attorney Benavidez stated he will look in to it. Council Member Welsch stated that he does not like the second half of this item because that would mean we are guaranteeing Ms. Mitchell a job. Mayor Pro Tem Johnson said she understood what the mayor was doing with this item and said that Ms. Mitchell was not applying for the Manager position and that was what the mayor was trying to

convey. Mayor Pro Tem Johnson amended this item do just work on the first part of it. Council Member Welsch said we shouldn't have to post internal first but we should and he doesn't think there is any qualified employees for the manager position. Attorney Benavidez stated that you have to post internal first and if no one takes this position then we will post outside the town. Motion made by Council Member Wallace to advertise internal for the position of Town Manager seconded by Council Member Butterworth.

6-0 Motion Carried

5. **Discussion and/or Action [Council Member Welsch]: On a temporary salary increase for Suzanne Harvey who has been performing the duties of the Library director effective 05.30.2017 when the assignment started.**

Motion made by Council Member Welsch, seconded by Council Member Hirshberg to open this item.

6-0 Motion Carried

Council Member Welsch commented if Suzanne Harvey is doing the job she needs to be making more money, he has been waiting on Tammy to say something about it. Council Member Hjeldness said she has had complements on Suzanne Harvey working at the Library. She said that the library has gone downhill in the past few years and now it is getting cleaned up and doing great. Council Member Hirshberg stated that she is doing an awesome job and have nothing but wonderful things to say about Suzanne Harvey. Council Member Wallace conveyed that Suzanne is doing an awesome job and he would like to see her get this job. Motion made moved Council Member Welsch to give Suzanne Harvey a temporary raise for the position of Acting Director giving back pay from 05/30/2017.

6-0 Motion Carried

6. **Discussion and/or Action [Council Member Welsch]: Possible action to be taken by the council because of a review of information the issue relating to the action taken by T. Mitchell action relating to nepotism.** Council Member Welsch stated he will hold this item because Town Clerk Mitchell requested that if she is not back in time to hold this item.
7. **Discussion and/or Action [Mayor Taylor]: Public Hearing Notices for the Budget for Fiscal Years 2017/2018.** Motion made by Mayor Pro Tem Johnson, seconded by Council Member Wallace to open this item.

6-0 Motion Carried

Mayor Pro Tem Johnson stated that in your packets you have all the information for the Public Hearing coming up.

- H. **Payment Approval Report in the amount of \$92,932.70**

Motion made by Mayor Pro Tem Johnson to pay the bills in the amount of \$92,932.70, seconded by Council Member Hirshberg.

6-0 Motion Carried

- I. **Call to the Public: [3 min. limit] ARS 38-431-01 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

J. Items to be placed on the next agenda: Look into the Phone Bills, item 6 and items for the Director of the Library.

K. Adjournment: Motion made by Mayor Pro Tem Johnson, seconded by Council Member Hirshberg. Adjourned at 7:38 p.m. 6-0 Motion Carried

L. Approved by Mayor Taylor on August 10, 2017



Mayor, Kenneth Taylor

Attest: 
Town Clerk Tammy J. Mitchell, MMC

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Town of Huachuca City held on July 27, 2017. I further certify that the meeting was duly called, and a quorum was present.


Tammy J. Mitchell, MMC, Town Clerk/Administrator