



TOWN OF HUACHUCA CITY

The Sunset City

500 NORTH GONZALES BOULEVARD • HUACHUCA CITY, ARIZONA 85616

PHONE (520) 456- 1354 • TDD (520) 456-1353 FAX: (520) 456-2230

E-MAIL: tmitchell@huachucacityaz.gov

HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00^{PM} THURSDAY, OCTOBER 26, 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: Kenneth Taylor Arrived at 7:15 p.m.

Mayor Pro-Tem: Donna Johnson

Council Members: Johann Wallace
Cynthia Butterworth
Walter Welsch
Joy Banks

Town Clerk/Administrator: Tammy Mitchell

Town Attorney: Thomas Benavidez

Absent: Council Member Christy Hirshberg

C. **Approval of Minutes from the Regular Town Council meeting of October 12, 2017, including the Executive Session Minutes.** Motion made by Mayor Pro Tem Johnson, seconded by Council Member Wallace to open this item.

Motion made by Mayor Pro Tem Johnson, seconded by Council Member Butterworth to approve the Minutes from October 12th and Executive Minutes from October 12, 2017.

5-0 Motion carried

5-0 Motion Carried

D. **Call to the Public [3 minute limit] Agenda Items Only. (See below) No call slips.** Neal Josephson, 806 Ridgeview, HC. Item #5 Pulse-the city is in need for money and cannot afford to put in our own broadband. Getting this out to the people will cost, there are a lot of the lines underground and that is not cheap. Item #8 Mr. Josephson commented that the majority of the fire department is labor, we have no volunteers. We need to do right by the people. We need to go

with Whetstone because they have a good response time. They are close and with the construction it would take too much time coming from Sierra Vista. Stuart Jenson, 132 Buffalo Drive, HC. Item #8 Last night was something; our fire department needs a chief and volunteers. Right now our ISO is bad and he agrees with Council Member Wallace that we need to hire services of a chief and fire department to help us. We need to be proactive with the new fire truck and have better oversight, and confirm our oversight. We need to create procedures to make sure it does not happen again.

E. Reports by Council Members and Officers.

1. **Council Member Welsch - Library/Senior Center-** Council Member Welsch stated that we will have Kim Jackson, SEAGO to help seniors with Medicare Annual Enrollment. There are flyers on the table to make an appointment to meet with Ms. Jackson.

Director Harvey gave the library report; Director Harvey reported that she met with Jaime Ball the Grants Consultant at the Arizona State Library on Monday, Oct 23rd. She will be assisting me navigate the Library Services & Technology Act grant process. We spoke about procuring computers for the library as well as contract services to offer computer training to our community through library programming. She also expressed some concerns regarding proper execution of previous grants; one of which was the library bookmobile. However, based on our conversation, I believe that we will be able to work out a solution to ensure that we are in compliance with the grant requirements going forward. I attended a grant writing class at Cochise College on Wed, Oct 25. Fun Fridays with STEAM (Science, Technology, Engineering, Art and Math) begins tomorrow (Friday, Oct 27th). Our First Lego League will have their first meeting at the library on Thu, 2 November from 3:45-4:45. In addition our STEM 4-H Club will have their first meeting in the library on Tue, 7 Nov from 5:30-6:30. We will have a special story time on at 10:30 Wed, Nov 8th Rhegan Derfus, Early Childhood Nutrition Educator, ASU Cooperative Extension, will read a story & show children and parents how to make a fun, healthy snack. Author and entertainer Baxter Black will be the library on Nov 9th from 10-12 for "Meet the Author" event. It is free but space is limited so folks will be required to sign up ahead of time. The library will be closed on Friday, 10 November and Saturday, 11 November for Veteran's Day.

2. **Finance** – Council Member Wallace commented that he has no report tonight and will move on to Administration.
3. **Council Member J. Wallace –Planning and Zoning [might include a report by the Planning and Zoning Administrator]** - Council Member Wallace reported that P&Z had their meeting and is working on the Mobile Home code and the Model Sign Code.
4. **Council Member Butterworth – Public Safety [might include reports by the police and fire chiefs]** - Council Member Butterworth reported that from the period of 10/8/2017 to 10/21 /2017 Officers have responded to 138 calls for

service of which 55 were traffic stops. Issued 22 warnings and equipment repair order with 30 separate violations and issued 43 separate charges on 31 tickets. Animal Control has responded to 11 calls for service. The Fire Department has responded to 18 EMS calls and 0 Fire Calls. Dispatch has cleared 29 calls for service, answered 427 calls and greeted 239 visitors. Chief Thies is working with the fire department to help with the oversight and make sure things are still moving forward. Chief Bidon 399 Ivy Road, we have been working hard to make sure all calls are being taken care of. Huachuca City PD was a great help on a wreck the other day he just wanted to say thank you.

5. **Council Member Hirshberg– Parks and Recreation–**Clerk Mitchell reported that Trunk or Treat is coming up next week and it should be a lot of fun. Anyone who wants to come out and decorate their car, come on out and join us.
6. **Mayor Pro Tem Johnson - Public Works [might include a report by the landfill supervisor]** –Mayor Pro Tem Johnson commented that Supervisor Fernandez will hopefully come out next meeting to meet everyone. PW is setting up the fences for the school for baseball season. Lights were ordered for Keeline Park. They have been very busy with many other items.
7. **Mayor’s Report–**Mayor Taylor stated that we had interviewed some people for the manager position. His thought it would be a good idea to email Clerk Mitchell on your top three choices, then we can set up another workshop to discuss them.
8. **Town Clerk’s Report–** Clerk Mitchell reported that October 30th the auditor will be here, and we have the Trunk or Treat on October 31st.

F. **Unfinished Business:**

1. **Discussion and/or Action [Mayor Taylor]: Establishing a civilian review board for the Town’s police and fire departments; possible direction to the Town Attorney to draft an ordinance.** Chief Thies asked if we could postpone this item till next meeting.

G. **New Business:**

1. **Discussion and/or Action [Mayor Taylor]: Proclamation for the Arizona Rangers.** Motion made by Mayor Taylor, seconded by Council Member Wallace to open this item. 6-0 Motion Carried

Mayor Taylor read the Proclamation and presented it to the Arizona Rangers that were present. Chief Thies also thanked the Ranger for all of their support.

2. **Discussion and/or Action [Mayor Taylor]: Assignment of Commissions [specific areas of responsibility] for the Council Members.** Mayor Taylor Moved, seconded by Mayor Pro Tem Johnson to open this item.

6-0 Motion Carried

Mayor Taylor would like to appoint Ms. Banks to the Planning and Zoning and Council Member Wallace to Finance. Mayor Pro Tem Johnson said we need to let council know what their responsibilities are as council liaisons. Mayor Taylor said for instance Council Member Banks is over the Planning and Zoning she is not their boss, she is a liaison between the commission and the council. If Council member Butterworth is over the Police she is not

directly Chief Thies boss. Mayor said this is not a chain of authority it is one person to help with something. Council Member Welsch stated that Clerk Mitchell is not the boss of, such as, the Director of the Library. Council Member Wallace stated we are just liaison for the staff.

Motion made by Mayor Taylor, seconded by seconded by Mayor Pro Tem Johnson to appoint Council Member Wallace to Finance and Council Member Banks to Planning and Zoning. 6-0 Motion Carried

- 3. Discussion and/or Action [Councilmember Wallace/Director Harvey]: Presentation with Principal, Kevin Beaman, from the Huachuca City School, concerning opportunities for cooperation and partnership between the Town and the School. Motion made by Council Member Wallace, seconded by Mayor Pro Tem Johnson to open this item.**

6-0 Motion Carried

Mr. Beaman spoke to the council about Partnership, said that anyone could use our walking track, or to use our facilities anytime you would like. We would like to work with the city on any projects, such as improvement or our block party. Mr. Beaman stated we have about 300 children that attend our school. We have received a few grants for upgrades on our football field and other section of our property. We would like to have a partnership with the city on some our events we have coming up. We could have police and fire attend this big event. We are having a block party we would like to extend to city hall from the school.

- 4. Discussion and/or Action [Mayor Pro Tem Johnson]: Accepting resignation of Judge Keith Barth; possible discussion concerning process for replacing the Judge Motion made by Mayor Pro Tem Johnson, seconded by Mayor Taylor to open this item.**

6-0 Motion Carried

Mayor Pro Tem Johnson said that we need a new member for the PSPRS Board to a resignation. She would like for staff to start advertising for a new board member. Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to accept Judge Keith Barth resignation effective November 30, 2017.

6-0 Motion Carried

Mayor Taylor asked that staff contact Ann Lund to see if she would like to be the judge for the next year, if she declines then we can advertise even to JP5. So we will do some research.

- 5. Discussion and/or Action [Mayor Taylor/Clerk Mitchell]: Action, if any needed, from the Workshop for the feasibility study with Pulse Broadband for bringing high-speed internet into the Town. This item was postponed.**
- 6. Discussion and/or Action [Mayor Taylor]: Approving the Agreement with the Senior Community Service Employment Program (SCSEP) for funding of part-time positions at the Town. Motion made by Mayor Taylor, seconded by Council Member Wallace to open this item.**

6-0 Motion Carried

Clerk Mitchell commented that this is a program for people 55 and over to work for us for 16 hours a week. This is federally funded with insurance and payroll. The town does not pay for anything. Motion made by Mayor Taylor, seconded by Council Member Butterworth to accept the agreement with Senior Community Service Employment Program (SCSEP).

6-0 Motion Carried

7. **Discussion and/or Action [Council Member Hirshberg]: Changing the number of members on the Parks and Recreation Board to Seven instead of five members.** This item was postponed due to Council Member Hirshberg not being present.

8. **Discussion and/or Action [Mayor Taylor]: Executive [closed] session, pursuant to A.R.S. 38-431.03(A)(3), for legal advice concerning the management and administration of the Town's Fire Department; following the executive session, the Council might take action to appoint an interim fire chief, or to otherwise address the past and present management of the Fire Department.** Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to open this item. 6-0 Motion Carried
Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to move into executive session, went into executives session at 8:03 p.m.

6-0 Motion Carried

Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to move into open session, moved into open session at 9:07 p.m. 6-0 Motion Carried

2. **Payment Approval Report in the amount of \$48,267.54-**Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to open this item.

6-0 Motion Carried

Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to approve the Payment approval report and pay the bills in the amount of \$48,267.54.

6-0 Motion Carried

H. **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.** John Miester, 311 3rd Street. Mr. Miester commented that, with the course of all the latest events, we need to figure out what we have or don't have. With the citizens tax money we need to know what is happening and we need an audit. We also need to hold the city employee accountable for doing these things.

I. **Items to be placed on the next agenda: Unfinished business #1**

J. **Adjournment:** Motion made by Mayor Taylor, seconded by Mayor Pro Tem Johnson to adjourn, adjourned at 9:18 p.m.

Approved by Mayor Taylor on November 9, 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 Thursday, October 26, 2017. I further certify that the meeting was duly called, and a quorum was present.



Tammy J. Mitchell, MMC, Town Clerk/Administrator