



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00^{PM} JANUARY 25, 2018

- A. The Meeting was called to Order at 7:00 p.m. and the Pledge of Allegiance was recited.
- B. Invocation was offered by Chaplain David Carns of Summit Baptist Church.
- C. Roll Call and Determination of Quorum.

Present:

Mayor: Ken Taylor
Mayor Pro Tem: Donna Johnson

Council Members: Johann Wallace
Joy Banks
Cynthia Butterworth
Christy Hirshberg
Walter Welsch

Town Manager: Matthew Williams
Town Clerk: Jennifer Fuller

Town Attorney: Thomas Benavidez

Absent: None

- D. **Approval of Minutes from the Town Council Meeting of January 11, 2018.** Motion made by Mayor Taylor to open this item, seconded by Mayor Pro Tem Johnson. Motion made by Mayor Taylor to approve the Minutes from the Town Council Meeting of January 11, 2018 as presented, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
None
- F. **Reports by Council Members and Officers:**

1. **Council Member Welsch - Library/Senior Center** – Read Director Harvey’s report and Dave Perry, President of the Huachuca City Senior Center also reported.
2. **Council Member Wallace – Finance** – Will be working on the Enterprise funds, including Landfill, Water, Garbage and Sewer. Looking at lease agreements.
3. **Council Member Banks – Planning and Zoning** – Planning and Zoning will be working on reviewing Conditional Use Permits and the Sign Code.
4. **Council Member Butterworth – Public Safety** – Whetstone Fire Department held their Annual Awards Banquet where Capt. Halterman was honored with a plaque. Chief Thies gave his report.
5. **Council Member Hirshberg – Parks and Recreation** – Parks and Recreation will be hosting a Valentine’s Day Ice Cream Social. The Hot Rod Little League has started signup at Keeline Park on Saturdays, from 10-3.
6. **Mayor Pro Tem Johnson –Public Works** –Mr. Halterman reported on the status of the Water Tank project.
7. **Mayor – Mayor Taylor** –
8. **Town Manager – Manager Williams** – Mr. Williams read his report to the Council.

G. Unfinished Business:
None.

H. New Business:

1. **Motion by Mayor Taylor to move Item 9 Discussion and/or Action [Town Manager]: Approval of fee waiver for Vision of Hope Youth Center and Mustang Mountain Cowboy Church for use of the Huachuca City Community Center on January 27th for a Soup Lunch, to Item 1, seconded by Mayor Pro Tem Johnson.** Item moved
Mayor Taylor motioned to open the item for discussion and or/action. Motion seconded by Councilmember Wallace. Therese Whitney read a prepared statement in which she requested the council consider waiving the fee for the use of the Community Center. The group would like to use the Community Center on the last two Saturdays of the month for the next six months. Ms. Whitney was advised the council would vote on the use for January 27th only, and she could return and request a waiver for the other times. Motion made by Mayor Taylor to waive the fee for Vision of Hope Youth Center and Mustang Mountain Cowboy Church for use of the Community Center of January 27th, seconded by Mayor Pro Tem Johnson. 7-0 Motion Carried
2. **Discussion and/or Action [Mayor Taylor]: Resolution No. 2018-01, A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF DOUGLAS FOR INTERCITY BUS SERVICES.** Motion by Mayor Taylor to open the item, seconded by Councilmember Wallace. Motion made by Mayor Taylor to adopt Resolution No. 2018-01, seconded by Council Member Wallace. 7-0 Motion Carried

3. **Discussion and/or Action [Mayor Taylor]:** Resolution No. 2018-02, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, IDENTIFYING THOSE OFFICERS LEGALLY EMPOWERED TO SIGN CHECKS, WARRANTS AND OTHER DOCUMENTS ON BEHALF OF THE TOWN. Motion by Mayor Taylor to open this item, seconded by Councilmember Wallace. Motion made by Mayor Taylor to adopt Resolution No. 2018-02, seconded by Councilmember Wallace.

7-0 Motion Carried

4. **Discussion and/or Action [Town Manager]:** Authorization to Declare as Surplus the Following Items from the Huachuca City Fire Department to be sold by auction or otherwise disposed of in accordance with Town Policy.

A. 2 Ice Trailers VIN/1N9BV0910YP159397 & 1AL9BV0915YP159413

B. One Trailer VIN/1WC200G2XK2013472

C. 1985 Ford 9000 "Big Foot" Homemade Type 3 Brush Truck
VIN/1FDYR90LXGVA18330

D. Three (3) extrication tools (2 Hurst Hydraulic, 1 Phoenix electric)

E. 1992 KME Structure Type I Engine VIN/1K9AF4284NN058451

Motion made by Mayor Taylor to open the item, seconded by Councilmember Butterworth. Motion made by Mayor Taylor to declare the listed items as surplus, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

5. **Discussion and/or Action [Mayor Taylor]:** Authorization to Declare as Surplus the Following Items from the Huachuca City Police Department to be sold by auction or otherwise disposed of in accordance with Town Policy.

A. 1994 Dodge Shadow VIN/1B3AP24K8RN151564

B. 1989 Ford Mustang VIN/1FABP41A1KF245477

C. 1999 Oldsmobile Eighty Eight VIN/1G3HN52K4X4801484

D. 2003 Ford Taurus VIN/1FAFP55203G143027

E. 1999 Ford Explorer VIN/1FMYU22X4XUC29406

F. 1998 Dodge Dakota Pickup VIN/1B7GL22Y6WS741657

G. 1997 GMC Sierra Pickup VIN/1GTEC19MXVE544346

H. 1997 Ford F-450 Pickup VIN/3FELF47G8VMA37718

I. 2001 Lincoln Continental VIN/1LNHM97V61Y695970

J. 1998 Chevy Astro Van VIN/ 1GNDM19W0WB129475

K. 1998 Chevy S10 Pickup VIN/1GCCS1943W8202621

- L. 2000 Ford Taurus VIN/1FAFP52UXYG282448
- M. 1988 Ford F-150 Pickup VIN/1FTEF15N7JKB34590
- N. 1973 Chevy VIN/CCY163F187265
- O. 1996 Chevy Corsica VIN/1G1LD5541TY193493
- P. 1999 Ford Taurus VIN/1FAFP53U6XA143739
- Q. 1996 Honda Accord VIN/1HGCD5684TA088854

Motion made by Mayor Taylor to open the item, seconded by Councilmember Butterworth.
 Motion made by Mayor Taylor to declare the listed items as surplus, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

Council took a break at 8:00 p.m.; returned to session at 8:10 p.m.

- 6. **Discussion and/or Action [Mayor Taylor]:** Authorization to Declare as Surplus the Following Items from the Huachuca City Landfill to be sold by auction or otherwise disposed of in accordance with Town Policy.
 - A. Compactor
 - B. Trailer

Motion made by Mayor Taylor to open the item, seconded by Councilmember Butterworth. Motion made by Mayor Taylor to declare items as surplus, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- 7. **Discussion Only [Mayor Taylor]:** Discussion to begin process of raising landfill fees. Motion made by Mayor Taylor to open item for discussion, seconded by Councilmember Wallace.
- 8. **Discussion Only [Mayor Taylor]:** Discussion to begin process of raising library fees. Motion made by Mayor Taylor to open item for discussion, seconded by Councilmember Wallace.
- 9. **Discussion Only [Mayor Taylor]:** Discussion to begin process of raising the fee to rent to Town's dump truck. Motion made by Mayor Taylor to open item for discussion, seconded by Councilmember Butterworth.
- 10. **Discussion and/or Action [Town Manager]:** Approval of fee waiver for Vision of Hope Youth Center and Mustang Mountain Cowboy Church for use of the Huachuca City Community Center on January 27th for a Soup Lunch.

Item moved to #1.

- 11. **Discussion and/or Action [Mayor Taylor]:** First Reading of Ordinance No. 2018-03, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING TOWN CODE CHAPTER 2.20 "COUNCIL PROCEDURE" SECTION 2.20.060 "ORDER OF BUSINESS" TO

CHANGE THE ORDER OF BUSINESS AT MEETINGS OF THE TOWN COUNCIL.

Mayor Taylor made a motion to open this item for discussion, seconded by Mayor Pro Tem Johnson. After some discussion, it was determined this item would be postponed for Council to be given an option.

- 12. Discussion and/or Action {Mayor Taylor}: First Reading of Ordinance No. 2018-04, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE TITLE 2 "ADMINISTRATION AND PERSONNEL" BY DELETING CHAPTER 2.130, "PERSONNEL POLICIES AND PROCEDURES" IN ITS ENTIRETY, AND CREATING A PERSONNEL POLICY MANUAL SEPARATE AND APART FROM THE TOWN CODE.**

Mayor Taylor made a motion to read this item, seconded by Councilmember Banks.

- I. Payment Approval Report in the amount of \$138,570.61.**
Motion by Mayor Taylor to open item, seconded by Mayor Pro Tem Johnson. Motion made by Mayor Taylor to approve the report, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- J. Call to the Public: [3 min. limit] ARS38-431-01 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.**

**Stu Jantzen
Walt Welsch**

- K. Discussion and/or Action [Town Clerk]: Items to be placed on the next agenda.**
Councilmember Welsch would like an update on the IGA with Cochise County and the Animal Shelter. Councilmember Banks would like the noise ordinance prepared. Councilmember Welsch would like an item regarding the Equal Employment Opportunity and Sexual Harassment policies.

- L. Adjournment: 9:21 P.M.**
Motion was made by Mayor Taylor to adjourn, seconded by Mayor Pro Tem Johnson.
7-0 Motion Carried

Approved by Mayor Taylor on February 8, 2018



Mayor, Kenneth Taylor


Attest: 

Jennifer A. Fuller, Town Clerk

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 January 25, 2018. I further certify that the meeting was duly called, and a quorum was present.



Jennifer A. Fuller, Interim Town Clerk