



# 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: [jfuller@huachucacityaz.gov](mailto:jfuller@huachucacityaz.gov)

## HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> MARCH 8, 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 Elder James Thomas of the Bethlehem Holy Ghost Headquarters.
- C. Roll Call and Determination of Quorum.

### Present:

Mayor: Ken Taylor  
Mayor Pro Tem: Donna Johnson

Council Members: Joy Banks  
Cynthia Butterworth  
Christy Hirshberg  
Johann Wallace  
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 February 22, 2018, including the minutes of the Executive Session held February 22, 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 February 22, 2018, including the minutes of the Executive Session held February 22, 2018 as presented, seconded by Mayor Pro Tem Johnson. Councilor Hirshberg abstained.

6-0 Motion Carried

- E. Call to the Public [3 minute limit] Agenda Items Only. (See below)

Therese Whitney spoke in support of Unfinished Business, Item G.1, Option 1.  
Kent Cooksley spoke in support of Unfinished Business, Item G.1, Option 1. Rick Richards spoke in support of Unfinished Business, Item G.1, Option 1. Pastor Larry Whitney spoke in support of Unfinished Business, Item G.1, Option 1.

**F. Reports by Council Members and Officers:**

1. **Councilor Welsch - Library/Senior Center** – Read Director Harvey’s report.
2. **Councilor Wallace – Finance** – Met with Ms. Vu and Mr. Williams regarding the budget; working on a cost analysis for the Enterprise funds.
3. **Councilor Banks – Planning and Zoning** – Sunny D’s is now open, Circle K obtained a permit for sign and awning replacement. The fuel tanks at the former Quality Mart have been removed, thanks to the ADEQ Superfund.
4. **Councilor Butterworth – Public Safety** – Chief Thies introduced Ms. Brandye Thorpe, the department’s newest Dispatcher and Officer Charlie English introduced the new Animal Control Officer, Shannon Murphy. Councilor Butterworth read reports from Chiefs Thies and Bidon.
5. **Councilor Hirshberg – Parks and Recreation** – Town-wide Yard sale is scheduled for May 5, 2018. Monthly meeting will be held on Monday, March 12, the Commission welcomes ideas from the community.
6. **Mayor Pro Tem Johnson –Public Works** – Read reports from Mr. Halterman on the status of Public Works and Mr. Fernandez on the status of the landfill.
7. **Mayor – Mayor Taylor** – He and Mr. Williams met with the auditors. Their report will be forthcoming.
8. **Town Manager – Manager Williams** – Mr. Williams read his report to the Council.

**Mayor Taylor requested to move some items around, due to the fact that several people in attendance were present to make presentations to the Council on specific Agenda items. There were no objections, therefore, Council heard Items H.1 and H.5 prior to Unfinished Business.**

**H.1 Discussion and/or Action [Chief Thies] Presentation and approval of the police department’s weapons and equipment exchange and upgrade program.**

Motion to open item made by Mayor Taylor, seconded by Councilor Butterworth. Presentation made by Lt. Glowacki and Jim Adams of Apocalypse Arms. Motion to approve the weapons and equipment exchange and upgrade program made by Mayor Taylor, seconded by Councilor Butterworth. Councilor Wallace made a Friendly Amendment that, should funds need to be expended, the item be brought back before the Council for approval. Motion with the Friendly Amendment made by Mayor Taylor, seconded by Councilor Butterworth.

**7-0 Motion Carried**

**H.2. Discussion and/or Action [Director Harvey] Consideration of Town Facility fee waiver for the Order of the Eastern Star Condon Chapter No.12 for their Annual Easter Egg Hunt scheduled for March 31, 2018.**

Motion made by Mayor Taylor to open this item, seconded by Mayor Pro tem Johnson. Nita Harris spoke on behalf of the Order of the Eastern Star. Motion to approve fee waiver made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

**7-0 Motion Carried**

**G. Unfinished Business:**

1. **Discussion and/or Action [Town Manager]:** Second Required Reading of Ordinance 2018-03, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE 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. Motion made by Mayor Taylor to open this item, seconded by Mayor Pro Tem Johnson. Councilor Welsch made a Point Of Order that the Invocation had been included on the Agenda without the Council having voted to accept the change. Town Manager Williams advised it was an oversight. Councilor Hirshberg listed several reasons and facts pertaining to reasons an Invocation was not appropriate. After some discussion the ordinance was read. Motion to adopt Ordinance 2018-05, Option 1 was made by Mayor Taylor, seconded by Councilor Butterworth. The vote was called. Councilor Welsch abstained, stating he refused to vote on the item due to the Point of Order he had raised.

**Ayes:** Councilor Butterworth, Councilor Wallace, Mayor Pro Tem Johnson and Mayor Taylor.

**Nays:** None

**Abstained:** Councilor Welsch, Councilor Banks and Councilor Hirshberg.

**4-0 Ordinance Adopted**

Council broke at 8:27 p.m. Council resumed at 8:38 p.m.

**H. New Business:**

2. **Discussion and/or Action [Mayor Taylor]:** Direct staff to investigate business license fees and permits and begin the process to adjust the fees accordingly. Motion made by Mayor Taylor to open this item, seconded by Mayor Pro Tem Johnson. Motion to direct staff made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

**7-0 Motion Carried**

3. **Discussion and/or Action [Mayor Taylor]:** Direct staff to investigate Library fees and begin the process to adjust the fees accordingly. Motion made by Mayor Taylor to open this item, seconded by Mayor Pro Tem Johnson. Councilor Welsch would like to staff to look at giving children a break on the prices. Motion to direct staff made by Mayor Taylor, seconded by Councilor Wallace.

**7-0 Motion Carried**

4. **Discussion and/or Action [Mayor Taylor]:** Direct staff to investigate Animal Shelter fees and begin the process to adjust the fees accordingly.

Motion made by Mayor Taylor to open this item, seconded by Councilor Butterworth.  
Motion to direct staff made by Mayor Taylor, seconded by Councilor Wallace.

**7-0 Motion Carried**

6. **Discussion and/or Action [Town Manager]:** Authorization to declare as surplus property from the Huachuca City Fire Department, the following item(s) to be sold by auction or otherwise disposed of in accordance with Town Policy.

- a. Red 4 Suzuki 4 wheeler
- b. Green Yamaha 4 wheeler
- c. Yamaha 4 wheeler

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

**7-0 Motion Carried**

7. **Discussion and/or Action [Town Manager]:** Authorization for repairs to the 836 landfill compactor in the amount of \$10,000 in preparation for the possible sale of the compactor.

Item pulled.

**No Action on Item**

8. **Discussion and/or Action [Town Manager]:** Presentation of options pertaining to the 836 landfill compactor. Option 1 concerns selling all of the compactors. Option 2 concerns selling the oldest compactor.

Motion made by Mayor Taylor to open this item, seconded by Councilor Wallace. Town Manager Williams presented the Council with the two options for the current landfill equipment. Mayor Taylor motioned to postpone the vote on this item until the next meeting to allow staff to compile more information, seconded by Mayor Pro Tem Johnson.

**7-0 Motion carried**

9. **Discussion and/or Action [Town Clerk]:** Presentation of additional benefits available to the Town as a member of the Arizona Municipal Risk Retention Pool (AMRRP).

Motion to open this item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. Council was presented with additional benefits. Motion to request staff to schedule a workshop was made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

**7-0 Motion Carried**

10. **Discussion and/or Action [Councilor Banks]:** Recommendations from the Planning and Zoning Commission pertaining to the Conditional Use Permit hearing for Gardner's Garage held on February 21, 2018.

Motion to open this item made by Councilor Banks seconded by Mayor Taylor. Motion to accept recommendations made by the Planning and Zoning Commission made by Councilor Banks, seconded by Mayor Taylor.

**7-0 Motion Carried**

11. **Discussion and/or Action [Town Manager]** Authorization to declare as surplus property from the Huachuca City Landfill, the following item(s) to be sold by auction or otherwise disposed of in accordance with Town Policy.

- d. Recycling Equipment
- e. Roll-off truck

Motion to open this item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. Town Manager offered a presentation of the requested items. Councilor Wallace suggested a reserve be set on the recycling equipment. Motion to declare items as surplus, as discussed, made by Mayor Taylor, seconded by Councilor Butterworth.

**7-0 Motion Carried**

12. **Discussion and/or Action [Town Manager]:** Executive [closed] session, pursuant to A.R.S. 38-431.03 (A) (1) for discussion regarding the appointment of Jennifer Fuller to the position of Town Clerk.

Motion to open this item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson, no objections.

Motion to enter into Executive [closed] session made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

**7-0 Motion Carried**

Council entered into Executive [closed] session at 9:30PM. Council returned to open session at 9:50 PM.

13. **Discussion and/or Action [Mayor Taylor]:** Appointment of Jennifer Fuller to the position of Town Clerk with a six-month probationary period.

Motion to open this item made by Mayor Taylor, seconded by Councilors Butterworth and Wallace. Motion to appoint Jennifer Fuller as Town Clerk made by Mayor Taylor, seconded by Councilor Butterworth.

**7-0 Motion Carried**

- I. **Payment Approval Report in the amount of \$91,735.95.**

Motion to open this item made by Mayor Taylor, seconded by Councilor Butterworth. Councilor Wallace commented on the leech rock, requesting staff ensure of comparison pricing. Motion to approval the Payment Approval Report made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

**7-0 Motion Carried**

- J. **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.

Arnold Davis spoke to the Council regarding doing things the right way, but making sure the citizens were informed. Mr. Davis was not happy about the late notices for the water bills.

K. **Items to be placed on the next agenda:** None

L. **Adjournment:** Motion to adjourn made by Mayor Taylor, seconded by Councilor Wallace.

**7-0 Motion Carried**

Meeting was adjourned at 9:54p.m.

Approved by Mayor Taylor on March 22, 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 March 8, 2018. I further certify that the meeting was duly called, and a quorum was present.

  
\_\_\_\_\_  
Jennifer A. Fuller, Town Clerk