



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00^{PM} MARCH 22, 2018

A. The Meeting was called to Order at 7:00 p.m. and the Pledge of Allegiance was recited.

B. Roll Call and Determination of Quorum.

Present:

Mayor: Ken Taylor
Mayor Pro Tem: Donna Johnson

Council Members: Joy Banks
Cynthia Butterworth
Johann Wallace
Walter Welsch

Town Manager: Matthew Williams

Town Attorney: Thomas Benavidez

Absent: Christy Hirshberg
Jennifer Fuller, Town Clerk

C. Approval of Minutes from the Town Council Meeting of March 8, 2018, including the minutes of the Executive Session held March 8, 2018. Motion made by Mayor Taylor to open this item, seconded by Mayor Pro Tem Johnson. The Executive session minutes were not included in the packet and so were not approved. Motion to approve the minutes of the regular Town Council Meeting of March 8, 2018 was made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

6-0 Motion Carried

D. Call to the Public [3 minute limit] Agenda Items Only. (See below)
None.

E. Reports by Council Members and Officers:

1. ***Councilor Welsch - Library/Senior Center – Read report by Director Harvey.***
2. ***Councilor Wallace – Finance – In process of building a presentation for enterprise funds, getting more data points from Ms. Vu. Reminded everyone to be accountable for credit cards and receipts.***
3. ***Councilor Banks – Planning and Zoning – Read report by Dr. Johnson.***
4. ***Councilor Butterworth – Public Safety – Read reports by Chiefs Thies and Bidon.***
5. ***Councilor Hirshberg – Parks and Recreation – Mayor Taylor reported the Town-Wide Yard Sale.***
6. ***Mayor Pro Tem Johnson –Public Works – Read report by Mr. Fernandez. Mr. Halterman read his report.***
7. ***Mayor – Mayor Taylor – Spoke to some of the changes being made by the new administration.***
8. ***Town Manager – Manager Williams – Mr. Williams read his report to Council.***
9. ***Town Clerk – Jennifer Fuller – Mr. Williams read report by Ms. Fuller.***

F. **Unfinished Business:** There was no unfinished business.

G. **New Business:**

1. **Discussion and/or Action [Town Manager]:** Consideration of Town Facility fee waiver for Hot Rod Little League for their use of the ballpark. Motion to open item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. Mr. Mike Estrada addressed the Council, praising the Town for the communication. Mr. Estrada’s organization has taken photographs to insure the field is returned in the same condition. Mr. Estrada would like to see the Town more involved in the fundraisers. Mayor Taylor made the motion to approve the fee waiver for Hot Rod Little League, seconded by Mayor Pro Tem Johnson. Councilor Wallace abstained, as he is a member of the Hot Rod Little League board.

5-0 Motion Carried

2. **Discussion and/or Action [Town Clerk]:** Consideration of Town Facility fee waiver for the County Elections Department for their use of the Community Center of August 28, 2018 and November 6, 2018. Motion to open item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. Mayor Taylor made the motion to approve the fee waiver for the County for the Community Center, seconded by Mayor Pro tem Johnson.

6-0 Motion Carried

3. **Discussion and/or Action [Library Director]:** Acceptance of proposal by Fireworks Productions of Arizona, in the amount of \$5000 to provide the fireworks for the Town’s Fourth of July Celebration. Motion to open item made by Mayor Taylor, seconded by Councilor Banks. Director Harvey presented the quotes and proposal. Last year, the town spent \$8000. There is only one company in Arizona, so we asked for 3 quotes from the company. The company offers free training for our personnel. Chief Bidon reviewed the quotes as well and concurs with the quote selection. Mayor Pro Tem Johnson commented that if the town can’t afford the fireworks, we shouldn’t spend the money. Councilor Wallace questioned what the Finance Clerk’s thoughts are. Director Harvey advised Ms. Vu also concurred. Councilor Wallace stated that if the Finance Clerk is okay with the cost, then he is too. Mayor Taylor commented he

believes that the town's citizens have come to expect the fireworks. Mayor Pro Tem Johnson mentioned that there were far fewer people at the celebration last year than the year before and, because of that, there was a lot of money spent on food that went uneaten. Councilor Banks questioned the reason for the drop in participation. Mayor Taylor advised that former staff had failed to properly advertise the event to the citizens. Mayor Taylor also mentioned that the Fourth of July is when citizens get together to celebrate this great country. Councilor Wallace made the comment that, if needed he would put \$500 toward the fireworks out of his own pocket; he wants to see fireworks. Mayor Taylor called for the vote and made the motion to accept the proposal by Fireworks Productions of Arizona in the amount of \$5000 to provide fireworks for the Fourth of July. Attorney Benavidez requested a roll call of the vote. Mayor Pro Tem Johnson and Councilor Welsch voted no, Councilors Banks, Butterworth and Wallace voted yes. Mayor Taylor voted yes.

4-2 Motion Carried

4. **Discussion and/or Action [Town Manager]:** Authorization to pay MMI's invoice for the Water Tank Project in the amount of \$102,356.10. Motion to open item made by Mayor Taylor, seconded by Councilor Wallace. Town Manager Williams explained the fact that this will be reimbursed by the CDBG grant in about two weeks. Mayor Taylor praised Mr. Halterman for his work on this project; Councilor Wallace also praised Chief Thies for keeping the patrols of the water tank. Mayor Taylor made the motion to authorize payment of MMI's invoice for the Water Tank Project in the amount of \$102,356.10, seconded by Mayor Pro Tem Johnson.

6-0 Motion Carried

5. **Discussion and/or Action [Town Manager]:** Presentation of camera quote. Motion to open item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. There was no vote on this item because of the wording of the item. Town Manager Williams presented the quote for the camera system. The recent fire inspection revealed that there are no cameras in the holding cells as required. Town Manager Williams spoke to the liability issues of not having the cameras.

No Action on Item

6. **Discussion and/or Action [Library Director]:** Presentation of E-rate quote. Motion to open this item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. Director Harvey presented the quote to Council.

No Action on Item

Mayor Taylor made a motion for a break, seconded by Councilor Butterworth. The break was approved and began at 8:18PM. Meeting was called back to order at 8:29PM.

7. **Discussion and/or Action [Town Manager]:** Authorization to declare as surplus the following items from the Huachuca City Public Works Department to be sold by auction or otherwise disposed of in accordance with Town Policy.

- a. 1998 Public Works Transport
- b. 1989 Elgin Pelican Street Sweeper

- c. 1994 Ford Pickup
- d. 2004 Dodge Dakota

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

6-0 Motion Carried

8. **Discussion and/or Action [Police Chief]:** 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. Uninterrupted Power Supply Equipment

Motion made by Mayor Taylor to open this item, seconded by Councilor Butterworth. Chief Thies advised this piece of equipment is now obsolete; it has been replaced. Mayor Taylor made the motion to declare as surplus the stated item from the police department, seconded by Councilor Banks.

6-0 Motion Carried

9. **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.

- a. 1998 Caterpillar 615 Scraper
- b. 2004 Caterpillar 836 Compactor

Motion made by Mayor Taylor to open this item, seconded by Mayor Pro Tem Johnson. Town Manager Williams reminded the Council of the fact that the Huachuca City Landfill is over equipped and part of the plan to reduce fuel and maintenance costs at the landfill is to reduce the amount of equipment. Town Manager Williams reassured the Council that the equipment will stay here until the new equipment arrives. Caterpillar is offering \$14,000 outright for the 615 scraper or it would be listed for about \$25,000 on consignment, however it would cost the town \$3,500 plus repairs. Once we get the quote from Caterpillar for repairs, we will make the decision to either sell or consign the scraper. There are 18,000 hours on the 2004 836 Compactor. It requires a \$7,600 repair. Caterpillar has offered \$212,300 for it, as is. Option two is to list it as consignment for \$239,000. The consignment fee would be \$23,900 plus the repair which would be a \$207,000 sale price. Town Manager Williams recommended selling the 836 Compactor outright. Councilor Wallace asked if the wording on the agenda item would be a problem when it comes to selling an item to Caterpillar versus placing an item for auction. Attorney Benavidez offered the opinion that because we are disclosing exactly what the town is doing with the property, there would be no problem. Mayor Taylor made the motion to declare as surplus to be sold by auction or otherwise disposed of in accordance with Town Policy, as discussed in this meeting, the two stated items, seconded by Councilor Wallace.

6-0 Motion Carried

10. **Discussion and/or Action [Town Manager]:** Bonus policy for Landfill Employees that recruit new business for the Town. Mayor Taylor motioned to open this item, seconded by Councilor Wallace. Town Manager Williams outlined the program. It was decided to postpone this item until the next council meeting after rewording the policy to include all employees.

No Action on this Item

- H. **Payment Approval Report in the amount of \$72,210.96**
Motion to open this item made by Mayor Taylor, seconded by Councilor Wallace. Motion to pay the bills in the amount of \$72,210.96 made by Mayor Taylor, seconded by Councilor Wallace.

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:** Items 5 and 10. Town manager Williams again reminded the Council of the Appeals Hearing prior to the Council Meeting on April 12.

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

6-0 Motion Carried

Meeting was adjourned at 8:47p.m.

Approved by Mayor Taylor on April 12, 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 22, 2018. I further certify that the meeting was duly called, and a quorum was present.



Jennifer A. Fuller, Town Clerk