



**REGULAR COUNCIL MEETING MINUTES
HUACHUCA CITY TOWN COUNCIL
MEETS
THURSDAY, APRIL 12, 2018 AT 7:00PM
HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD. HUACHUCA CITY,
AZ 85616**

AGENDA

A. Call to Order

Mayor

- Roll Call and Ascertain Quorum
- Pledge of Allegiance
- Invocation

Pastor David Carns

Any prayer/invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the prayer/invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker. A list of volunteers is maintained by the Town Clerk's Office and interested persons should contact the Town Clerk's Office for further information.

Meeting was called to order at 7:15pm, due to the prior meeting running over the allotted time.

B. Call to the Public

Mayor

A.R.S. 38-431.01 states the 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. There were no comments.

C. Consent Agenda

Mayor

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Council. There will be no separate discussion of these items unless a Member of the Town Council requests that an item or items be removed for discussion. Council Members may ask questions without removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

- C.1 Consider approval of the minutes of the Town Council Regular Meeting held on March 22, 2018.
- C.2 Consider approval of the minutes of the Executive session held March 8, 2018.
- C.2 Consider approval of the Payment Approval Report in the amount of \$341,115.84.

Motion to approve the Consent Agenda made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

D. Unfinished Business before the Council

Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

- D.1 Discussion and/or Action [Manager Williams]: Consider purchase of a Security Camera System for Police and Town Facilities.

Mr. Williams introduced the quotes for the camera systems, explaining the difference in price was due to the addition of cameras at the water tank and impound yard. Councilor Wallace would like to know more about the difference in DVRs and management systems for the two quotes. Mr. Williams offered to have a representative from the company here on April 26.

Motion to postpone a decision on this item made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- D.2 Discussion and/or Action [Manager Williams]: Consider approval of a Bonus Program for Town Employees that recruit new landfill business for the Town.

Motion to approve bonus program made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

E. New Business before the Council

Mayor

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes, may speak one time for five minutes on each agenda item before or after Council discussion. Questions from Council Members, however, may be directed to staff or a member of the public through the Mayor at any time.

- E.1 Discussion and/or Action [Director Harvey]: Requesting authorization to pay the Cochise County 4-H Program the amount of \$3000.00 to administer the Town's 2018 Summer Splash Program.

Director Harvey gave a presentation to the Council outlining the program. Wendy West and Leah Statten were also present. Ms. West runs the Cochise Chapter of the 4-H. Councilor Wallace questioned the ratio of volunteers to children. The standard is one volunteer for 20 children; the program is adequately staffed. Councilor Welsch questioned who carries the liability. Ms. West advised 4-H would carry the liability.

Motion to approve payment of \$3000 to Cochise County 4-H to administer the Summer Splash Program made by Mayor Taylor, seconded by Councilors Butterworth and Wallace.

7-0 Motion Carried

- E.2 Discussion and/or Action [Councilor Banks]: Appointment of Harlan Sexton to the Planning and Zoning Commission.

Motion to appoint Mr. Sexton to the Planning & Zoning Commission made by Councilor Banks, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.3 Discussion and/or Action [Manager Williams]: 2017 City Financial Audit presentation by BeachFleishman, P.C. The audit presentation might include all aspects of the Town's revenues, expenses and account balances for all of the City's departments and enterprises.

No Action Required

- E.4 Discussion and/or Action [Mayor Taylor]: Discussion of Municipal Trash Rates. This might include comparison of fees for trash collection and disposal throughout the region.

No Action Required

- E.5 Discussion and/or Action [Supervisor Halterman]: CDR to authorize staff to spend \$5,388.00 for a 2 year contract to maintain the emergency generator for the water tank, paid quarterly at \$673.50 per quarter.

Motion to approve Empire contract for generator maintenance made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.6 Discussion and/or Action [Manager Williams] First Reading of Ordinance 2018-09, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," CHAPTER 8.05 "GARBAGE AND TRASH COLLECTION," SUBSECTION 8.05.040 (C) "RENTAL OF DUMP TRUCK," TO INCREASE THE FEES FOR RENTING A TOWN DUMP TRUCK.

Ordinance will need to be amended to match what is currently on the Town website.

No Action Required

- E.7 Discussion and/or Action [Mayor Taylor]: First Reading of Ordinance 2018-10, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE

TOWN CODE TITLE 9 "PUBLIC PEACE, MORALS AND WELFARE" CHAPTER 9.05 "GENERAL OFFENSES" SECTION 9.05.050 "EXPLOSIVES" BY DELETING THE CURRENT LANGUAGE IN ITS ENTIRETY, RENAMING THE SECTION "FIREWORKS", AND ADOPTING NEW PROVISIONS FOR REGULATING FIREWORKS.

No Action Required

- E.8 Discussion and/or Action [Councilor Wallace]: Update of Town Code section 2.05.080 Expense Accounts, removing the monthly payments made to council yet authorizing the reimbursement of expenses that may be incurred while in their official capacity, as authorized by the council.

No Action Required

- E.9 Discussion and/or Action [Director Harvey]: CDR requesting direction of staff to investigate Pool and Summer Splash fees and begin the process to adjust the fees accordingly.
Motion to direct staff to begin the process of adjusting the rates for the Pool and Summer Splash Program made by Mayor Taylor, seconded by Councilor Butterworth.

7-0 Motion Carried

- E.10 Discussion and/or Action [Manager Williams] Consider approval of Consignment Agreement for the 615 Scraper, Sell Agreement for the 2012 836 Compactor and 2004 826 Compactor, and Purchase Agreement for the 2018 816 Compactor and 2018 D6 Dozer from Caterpillar.
Motion to approve Mr. Williams' recommendation regarding the Purchase Agreement, Option 1, which entails purchasing the 2018 Compactor and Dozer and turning them in at the end of seven years for new equipment, made by Mayor Taylor, seconded by Councilor Wallace.

7-0 Motion Carried

- E.11 Discussion and/or Action [Supervisor Fernandez]: CDR requesting authorization to spend \$11,886.46 to repair the 623F Scraper and \$6,614.70 to rent a scraper from Caterpillar while repairs are made.

Questions were brought up regarding the current Landfill Budget. Mayor Taylor motioned to table the item until the Finance Clerk could furnish a snapshot of the current budget status, seconded by Mayor Pro Tem Johnson. Ms. Vu, Huachuca City Finance Clerk excused herself to run the report. Motion to reopen this item was made by Mayor Taylor, seconded by Mayor Pro Tem Johnson. Ms. Vu presented the Council with the budget status for the landfill.

Motion to approve the spending of \$11,886.46 for repairs to the 623F Scraper and \$6,614.70 to rent a scraper while repairs are completed, provided that if repairs cost more than \$5000 over the estimate, the item be brought back before Council for approval, made by Mayor Taylor, seconded by Councilor Hirshberg.

7-0 Motion Carried

- E.12 Discussion and/or Action [Clerk Fuller]: CDR requesting direction of staff to change the Town's utility billing process from pre-printed postcards to full size sheets of paper, mailed out in envelopes.

Motion to change the process of utility billing from pre-printed postcards made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.13 Discussion and/or Action [Manager Williams]: Consider approval of revisions to the Huachuca City Employee Manual. All aspects of the Town's employment rules, practices, policies and procedures may be discussed.

Due to the late hour, Mayor Taylor recommended the Council review the changes and vote on them at the next scheduled Council Meeting.

No Action Required

- E.14 Discussion and/or Action [Manager Williams]: Authorize staff to declare as surplus the following Item(s) to be sold by auction or otherwise disposed of in accordance with Town Policy:

Fire Department:

- a. Hackney and Sons Refrigerated Trailer
- b. 4 Port-a-Johns and Trailer
- c. International Ice Truck

Public Works:

- a. 2001 Jeep Cherokee VIN/1J8GW58J42C169394
- b. 1999 Ford F-250 SD VIN/1FTNF21S4XEB09008

Police Department:

- a. 1996 Silver Ford Contour VIN/1FALP6530TK117946
- b. 2000 Maroon Ford F-150 VIN/1FTRX17L6YNC41519
- c. 1998 Black Ford Explorer VIN/1FMZU25P4WZA89445
- d. 1993 White Ford F-150 VIN/1FTEX15N7PKB98828
- e. 2001 Blue & White Ford Taurus VIN/1FAFP52201A239549
- f. 1998 Maroon Nissan Pathfinder VIN/JN8AR05Y7WW275111
- g. 1969 Black & White 1969 Winnebago VIN/6381931556

Motion to declare listed items as surplus made by Mayor Taylor, seconded by Councilor Wallace.

7-0 Motion Carried

- E.15 Discussion and/or Action [Manager Williams]: Review of Operation Stonegarden Policies and Procedures. The Town receives grant funding from this federal program intended to increase operational capabilities of Federal, State and local law enforcement to enhance National and State Homeland Security Strategies.

Discussion presented by Chief James Thies and Mr. Williams regarding the extended cost to the Town in reference to Public Safety Personnel Retirement System (PSPRS).

No Action Required

F. Reports by Commission Liaisons and Officers

Mayor

F.1	Library	Councilor Welsch
F.2	Planning & Zoning	Councilor Banks
F.3	Finance	Councilor Wallace
F.4	Public Safety	Councilor Butterworth
F.5	Parks & Recreation	Councilor Hirshberg
F.6	Public Works & Landfill	Mayor Pro Tem Johnson
F.7	Mayor's Report	Mayor Taylor
F.8	Town Manager's Report	Manager Williams
F.9	Town Clerk's Report	Clerk Fuller

G. Items to be placed on future agendas.

Mayor Pro Tem Johnson requested in the future that the number of items on the agenda be limited.

H. Adjournment.


Motion to adjourn made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

Meeting adjourned at 10:31pm.

Approved by Mayor Taylor on April 26, 2018


Kenneth Taylor, Mayor

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 April 12, 2018. I further certify that the meeting was duly called and a quorum was present.


Jennifer A. Fuller, Town Clerk

