



**REGULAR COUNCIL MEETING MINUTES
HUACHUCA CITY TOWN COUNCIL
MEETS
THURSDAY, APRIL 26, 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 (Prior to the invocation, Mayor Taylor mad mention of the passing of Town resident, William Woven.)
- Invocation

Elder James Thomas

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 7:00pm. All members were present, except for Councilor Wallace who arrived at 7:04PM. Also present were Town Manager Matthew Williams, Town Clerk Jennifer Fuller and Town Attorney Thomas Benavidez.

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 Special Meeting held on April 12, 2018.
- C.2 Consider approval of the minutes of the Town Council Regular Meeting held April 12, 2018.
- C.2 Consider approval of the Payment Approval Report in the amount of \$156,453.81.

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; may include a presentation by Al Armenta from The Camera Guys.

Mr. Armenta presented the Council with an updated quote for \$10,414.67. The added cost has to do with the distance of the remote viewing. After some discussion regarding the differences between some of the components, the security of the system and whether there is a warranty offered, the motion was called.

Motion to approve the purchase of a Security Camera System for \$10,414.67 was made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- D.2 Discussion and/or Action [Manager Williams]: Approval of recommended revisions to the Employee Manual. All aspects of the Town's employment rules, practices, policies and procedures may be discussed.

Councilor Welsch wanted to know if, at a later date, one of the revisions needs to be reworked, could the revision be brought back before the Council as a separate item. It was determined that it could. Councilor Welsch also questioned if there is a grievance policy in place. He was advised there is and employees will be made aware of it. Councilor Wallace applauded the Social Media Policy and advised that it is a standard policy.

Motion to approve the recommended revisions to the Employee Manual was made by Mayor Taylor, seconded by Councilor Butterworth.

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 [Clerk Fuller]: Presentation by Ed Bantel of Southwest Risk, discussing the additional benefits available to the Town through the Arizona Municipal Risk Retention Pool.**

Mr. Bantel gave the Council a presentation of the AMMRP and the additional benefits available.

No Action Required

- E.2 Discussion and/or Action [Mayor Taylor]: Proclamation declaring May 6-12 "Kindness Week" in Huachuca City.**

Mayor Taylor read the Proclamation.

No Action Required

- E.3 Discussion and/or Action [Manager Williams] Second Reading and Adoption 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**

Motion to adopt Ordinance 2018-09 made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.4 Discussion and/or Action [Mayor Taylor]: Second Reading and Adoption 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.**

Motion to adopt Ordinance 2018-09 made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.5 Discussion and/or Action [Mayor Taylor]: Resolution No. 2018-05, adopting a new fee schedule for Town Facility Rental Fees, including deposits and fees for use of Town parks and recreation facilities and the community center.**

Councilor Welsch questioned if fees could still be waived; he was advised they can. Mayor Taylor requested Mr. Williams give an overview of the proposed changes. Mayor Pro Tem

questioned the reason for charging for the barbecue ramada and bandstand, when it was never charged in the past. It was explained that these prices would be to reserve the locations. Councilor Wallace questioned if the table and chair rental is included in the rental for the Community Center. He was advised that the Community Center rental does include a number of tables and chairs.

Motion to adopt Resolution 2018-05 made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

Councilor Welsch left the Council Chamber at 8:11PM, returned at 8:13PM.

- E.6 Discussion and/or Action [Mayor Taylor]: Resolution No. 2018-06, adopting a new schedule for tipping fees at the landfill.

Motion to adopt Resolution 2018-05 made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.7 Discussion and/or Action [Councilor Welsch]: Council Decision Request by Director Harvey to increase fees for Summer Splash Program.

Mr. Williams spoke on this item on Ms. Harvey's behalf. The increase may allow for small "scholarships" to be offered for families who have difficulty paying for the program.

Motion to authorize staff to raise Summer Splash fees and include a discount for enrolling for two months made by Councilor Welsch, seconded by Councilor Hirshberg.

7-0 Motion Carried

- E.8 Discussion and/or Action [Manager Williams and Chief Thies]: Council direction to staff to prioritize patrolling of Town streets and alleys to enforce the Town's Code provisions concerning littering, proper trash collection and illegal dumping.

Councilor Wallace took issue with the term "prioritize" and did not believe it should be a priority, but more of an "inclusion" into the officers' regular duty. This sentiment was repeated by several other members of the Council. Chief Thies addressed the Council, advising he plans to start with educating residents regarding keeping the alleyways clear.

No Action Required

- E.9 Discussion and/or Action [Mayor Taylor]: Proclamation declaring the Month of April "Fair Housing Month" in Huachuca City.

Mayor Taylor read the proclamation

No Action Required

Recess was called at 8:35PM for a 10 minute break. Council returned to session at 8:47PM.

- E.10 Discussion and/or Action [Manager Williams]: Council Decision Request for Fuel Retention Area Project Funding Approval.

Council members indicated that while they understand the need for the update to the Fuel Retention Area, they are unsure of how the Town will pay for it. In the end, it was decided the Council would like to see some more quotes and information and this will be brought back before Council at a later date. In the meantime, Mayor Taylor motioned to authorize staff to seek bids for this project in the amount of no more than \$20,000.

Motion to authorize staff to seek bids for no more than \$20,000 for this project made by Mayor Taylor, seconded Councilor Banks.

7-0 Motion Carried

- E.11 Discussion and/or Action [Manager Williams]: First Reading of Ordinance 2018-11, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," CHAPTER 8.10 "PREPARATION OF REFUSE FOR COLLECTION," SECTIONS 8.10.010 "PREPARATION OF REFUSE," 8.10.020 "LOCATION FOR PICK-UP," AND 8.10.050 "ALTERNATIVE DISPOSAL OF REFUSE" TO IMPROVE THE TOWN'S TRASH COLLECTION EFFORTS AND TO ALLOW FOR THE POSSIBILITY OF ENGAGING A PRIVATE ENTERPRISE TO PROVIDE TRASH COLLECTION SERVICE.

Council engaged in discussion regarding brush and whether it was allowed in the refuse containers. Attorney Thomas Benavidez offered to rework the ordinance to clarify what items can be placed in the containers.

This was a first reading; there was no legal action to take.

No Action Required

- E.12 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. 2001 Chevy 3500HD VIN/1GCJK33G91F181929

Public Works

- a. 1984 Chevy Step Van VIN/1GCFF22JXE3333691

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

7-0 Motion Carried

- E.13 Discussion and/or Action [Mayor Taylor]: Executive [closed] session, pursuant to A.R.S. 38-431.03A1, for discussion concerning the Annual Performance Evaluation of Town Manager Matthew Williams.

Motion to enter into Executive Session made by Mayor Taylor, seconded by Councilor Banks. Mayor Pro Tem Johnson left the chamber at 9:12PM and returned at 9:13PM

6-0 Motion Carried

Council entered into Executive Session at 9:13PM
Motion to close the Executive Session and return to Open Meeting made by Mayor Taylor,
Mayor Pro Tem Johnson.

7-0 Motion Carried

Council returned to Open Session at 9:47PM

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.

Mr. Williams' performance evaluation will take place..

H. Adjournment.

Motion to adjourn made by Mayor Taylor, seconded by Councilor Wallace.

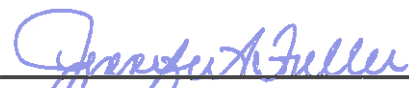
7-0 Motion Carried

Meeting adjourned at 10:11pm.

Approved by Mayor Taylor on May 10, 2018



Kenneth Taylor, Mayor

Attest: 

Jennifer A. Fuller, Town Clerk



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 26, 2018. I further certify that the meeting was duly called and a quorum was present.



Jennifer A. Fuller, Town Clerk

