



**REGULAR COUNCIL MEETING MINUTES
HUACHUCA CITY TOWN COUNCIL
MEETS
THURSDAY, MAY 10, 2018 AT 7:00PM
HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD. HUACHUCA CITY,
AZ 85616**

AGENDA

A. Call to Order

Mayor

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

Deacon Brad Libby

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. 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 Regular Meeting held on April 26, 2018.
- C.2 Consider approval of the minutes of the Town Council Executive Session held on April 26, 2018.
- C.3 Consider approval of the Payment Approval Report in the amount of \$100,828.06.

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]: Council Decision Request for Fuel Retention Area Project Funding Approval.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilors Banks and Wallace.

Mr. Williams requested this item be tabled until more information could be gathered.

Item Tabled

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 [Mayor Taylor]: Recognition of Officer Arnett for his Top Cop Nomination.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Butterworth.

Officer Arnett was recognized by the Council for his outstanding work as an officer for the Huachuca City Police Department.

Mayor Taylor suggested Item E.2 and E.3 be opened at the same time and E.3 be heard before E.2 in order to avoid having to excuse the public twice. It was determined Item E.3 would be heard first and then Mr. Walker would be excused and Item E.2 would be heard.

- E.3 Discussion and/or Action [Mayor Taylor]: Report from the Town’s landfill consultant, Hugh Walker, concerning all aspects of landfill operations. The Council might vote to go into executive [closed] session, pursuant to A.R.S. 38-431.03(A)(3), for legal advice and consultation with the Town Attorney concerning compliance with regulatory authorities and legal mandates applicable to the Town’s landfill operations.**

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Wallace.

Mr. Walker made his presentation to the Council.

Motion to enter into Executive Session made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

Entered Into Execution Session at 7:27PM.

- E.2 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 open return to Open Session made by Mayor Taylor, seconded by Councilor Butterworth.

7-0 Motion Carried

Returned to Open Session at 8:34PM.

Mayor Taylor advised the public of some of the accomplishments of Mr. Williams in his short time with the Town, to include being named President of the SEAGO Administrative Council, establishing relationships with the other cities in Cochise County, reducing deficit spending by 75%, changing diesel providers and saving \$13,000 annually, reducing maintenance costs by 94%, naming Suzanne Harvey as the town’s PIO and starting the town’s Facebook page, purchasing a camera system for the town facilities, increasing animal shelter fees, working with Chief Bidon on fire inspections, getting the landfill equipped properly, working on fees for utilities and working closely with Dr. Johnson on Code Enforcement.

- E.4 Discussion and/or Action [Manager Williams]: First Reading of Ordinance 2018-12, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 5 “BUSINESS LICENSES AND REGULATIONS,” CHAPTER 5.05 “BUSINESS LICENSES,” SECTIONS 5.05.160, 5.05.180 AND 5.05.190, TO REMOVE THE FEE**

SCHEDULE FROM THE TOWN CODE AND ALLOW THE TOWN COUNCIL TO ESTABLISH FEES FOR BUSINESS LICENSES BY ADOPTING RESOLUTIONS.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Wallace.

First Reading only.

No Action Required

- E.5 Discussion and/or Action [Manager Williams] First Reading of Ordinance 2018-13, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 3 "REVENUE AND FINANCE," CHAPTER 3.15 "LIBRARY FEES," SECTION 3.15.010, TO REMOVE THE FEE SCHEDULE FROM THE TOWN CODE AND ALLOW THE TOWN COUNCIL TO ESTABLISH LIBRARY FEES BY ADOPTING RESOLUTIONS.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Butterworth.

First Reading only.

No Action Required

- E.6 Discussion and/or Action [Manager Williams] First Reading of Ordinance 2018-14, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 10 VEHICLES, TRAFFIC & PARKS, CHAPTER 10.30 "PARKS, RECREATION AND TRANSPORTATION FACILITIES," SECTION 10.30.030 "USE OF COMMUNITY CENTER" TO REMOVE THE REQUIREMENT THAT THE TOWN COUNCIL APPROVE REQUESTS TO USE THE COMMUNITY CENTER.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Mayor Pro tem Johnson.

First Reading only.

No Action Required

- E.7 Discussion and/or Action [Manager Williams]: Presentation regarding Landfill economics. This will include discussion of all financial aspects of the Town's landfill operations.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Wallace.

Mr. Williams presented the Council with the current economics of the Huachuca City landfill. Stu Jantzen, 132 Buffalo asked Mr. Williams what the cost to run the landfill was, per ton.

No Action Required

- E.8 Discussion and/or Action [Manager Williams]: Council Decision Request authorizing staff to issue a Request for Proposals for Trash Services.

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Wallace.

Motion to approve a Request for Proposal for Trash Services made by Mayor Taylor, seconded by Councilor Wallace.

7-0 Motion Carried

- E.9 Discussion and/or Action [Manager Williams]: Council Decision Request authorizing staff to issue a Request for Proposals for Audit Services.
Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Banks.
Motion to approve a Request for Proposal for Government Audit for Huachuca City made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.10 Discussion and/or Action [Manager Williams]: Council Decision Request authorizing staff to Issue a Request for Proposals for Information Technology Services.
Motion to open Item for discussion and/or action made by Mayor Taylor, seconded by Councilor Wallace.
Motion to approve a Request for Proposal for IT services for Huachuca City made by Mayor Taylor, seconded by Councilor Wallace.

7-0 Motion Carried

- E.11 Discussion and/or Action [Town Clerk]: Approval of Resolution No. 2018-07 authorizing an Intergovernmental agreement with Cochise County for Election Services
Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilor Butterworth.
Motion to approve Resolution No. 2018-07 made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.12 Discussion and/or Action [Mayor Taylor]: Sierra Vista Metropolitan Planning Organization (SVMPO) Town Council Representative Designation
Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilors Wallace and Butterworth. Councilor Banks was designated as the Huachuca City Representative for the SVMPO, with Councilor Butterworth serving as alternate.
Motion to accept Councilor Banks as the Huachuca City Representative, with Councilor Butterworth serving as alternate made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

- E.13 Discussion and/or Action [Manager Williams]: Surplus List Update
Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

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. 1990 Seagrave Fire Truck VIN/1F9EU28J1LCST2003
- b. Vintage military trallers (2) no vin provided
- c. Trailer chassis VIN MVD127467
- d. Lot of surplus bicycles

Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Councilors Butterworth and Wallace. Motion to approve items as surplus made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

E.15 Discussion and/or Action payment approval revised repairs for 1999 Caterpillar 623 scraper. *Motion to open item for discussion and/or action made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.*

The previous quote for repairs for this piece of equipment was for \$11,886.46. The new quote is for \$58,249.99.

Motion to authorize repairs up to \$60,000 for the 1999 Caterpillar 623 Scraper made by Mayor Taylor, seconded by Mayor Pro Tem Johnson.

7-0 Motion Carried

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.

H. Adjournment.

Motion to adjourn made by Mayor Taylor, seconded by Councilor Wallace and mayor Pro Tem Johnson.

7-0 Motion Carried

Meeting adjourned at 9:57pm.

Approved by Mayor Taylor on May 24, 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 May 10, 2018. I further certify that the meeting was duly called and a quorum was present.


Jennifer A. Fuller, Town Clerk