



**MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
MEETING HELD
THURSDAY, FEBRUARY 28, 2019 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

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.

The meeting was called to order at 7:00pm. The Pledge of Allegiance was led by Mayor Wallace.

Roll Call.

Present: Johann Wallace, Donna Johnson, Joy Banks, Cynthia Butterworth, Christy Hirshberg, Walt Welsch, Matthew Williams (Not voting), Jennifer Fuller (Not voting), Thomas Benavidez, Attorney (Not voting).

The invocation was offered by Chaplain Dave Carns.

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 public comments offered.

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 work session held on February 12, 2019.
- C.2 Consider approval of the minutes of the Public Hearing held on February 14, 2019.
- C.3 Consider approval of the minutes of the regular meeting held on February 14, 2019.
- C.4 Consider approval of the Invoice Payment Approval Report in the amount of \$ 49,189.25
- C.5 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:
 - a. Caterpillar 623 Scraper S/N SNSEW000282
 - b. 1994 John Deere Backhoe 310D S/N T031DA7959756
 - c. John Deere Bulldozer 550B S/N T0550BO727466

Motion: Consent agenda items C.4 and C.5, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Donna Johnson.

Motion passed unanimously.

Motion: Consent items C31-C.3, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Donna Johnson.

Vote: Motion passed (summary: Yes = 5, No = 0, Abstain = 1).

Yes: Johann Wallace, Donna Johnson, Joy Banks, Cynthia Butterworth, Christy Hirshberg.

Abstain: Walt Welsch.

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 [Chief Thies]: Consider approval of a Memorandum of Understanding (MOU) between the Huachuca City Police Department and the Arizona Rangers
 - Motion:** Item D.1, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.
 - Motion:** MOU between the Huachuca City Police Department and the Arizona Rangers, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.
 - Motion passed unanimously.**

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 Wallace]: Council vote and selection of candidate to fill the vacancy left by Harland Sexton. The selected candidate will be sworn in and take their seat with the Council.

Motion: Item E.1, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Donna Johnson.

Mayor Wallace explained to the public in attendance that the Council had held a work session prior to the council meeting to interview the candidate. The town received only one application.

Motion: appointment of Ms. Debra Trate to the vacant council seat, Action: Approve, Moved by Johann Wallace, Seconded by Cynthia Butterworth.
Motion passed unanimously.

Ms. Trate was sworn in as a councilmember and participated in the remainder of the meeting.

- E.2 Discussion Only [Mayor Wallace]: Presentation of the Yard of the Month winners for March 2019, in coordination with the Friends of Huachuca City.

Motion: Item E.2, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Christy Hirshberg.

Mayor Wallace presented the Yard of the Month winners with certificates. The winners were: Linda Love, George Montoya and Virginia Parrilla.

- E.3 Discussion and/or Action [Manager Williams]: Monthly Budget Update Report presentation by Spencer Forsberg of Haymore and Forsberg, C.P.A.

Motion: Item E.3, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Joy Banks.

- E.4 Discussion and/or Action [Manager Williams]: Presentation of bids to make the required repairs to the Animal Shelter. The Council may vote to determine the future of the shelter, in

terms of repairing the existing facility or continuing the current agreement with Sierra Vista for the care of animals captured in Huachuca City.

Motion: Item E.4, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Christy Hirshberg.

Council was presented with three bids. The bidding companies were: TRK Development, RL Workman and Sierra Remodeling. None of the bids were accepted at this meeting.

Mayor Wallace acknowledged Ms. Jere Fredenburgh's request to speak.

Motion: Inform Cochise County that the Town of Huachuca City is requesting \$100,000 to be budgeted for in their next cycle to go towards the repairs of the Town's animal shelter and that will not affect the annual payment under the current IGA, Action: Direct Staff, Moved by Johann Wallace, Seconded by Christy Hirshberg.

Motion passed unanimously.

Mayor Wallace moved to take a short recess, seconded by Cynthia Butterworth.
Motion passed unanimously.

Recess 8:35pm – 8:45pm

E.5 Discussion and/or Action [Manager Williams]: Consider amending the temporary agreement with Huachuca City Senior Center Management, LLC, to accept the building as of February 28, 2019.

Motion: Item E.5, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Donna Johnson.

HCSC Management, LLC was able to empty the building sooner than anticipated and requested to be released from responsibility for the Senior Center, effective February 28, 2019. Mr. Welsch advised the council that the LLC was actually out of the building as of February 20, 2019.

Motion: acknowledge the HCSC Management, LLC was out of the building on February 20 and release the LLC, Action: Free Form, Moved by Johann Wallace, Seconded by Cynthia Butterworth.

Vote: Motion passed (summary: Yes = 6, No = 0, Abstain = 1).

Yes: Johann Wallace, Donna Johnson, Joy Banks, Cynthia Butterworth, Christy Hirshberg, Debra Trate.

Abstain: Walt Welsch.

E.6 Discussion and/or Action [Manager Williams]: Review and accept Senior Center RFP bids. Council may direct staff to begin rebuilding the Senior Center as a Town Department.

Motion: Item E.6, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Donna Johnson.

The Town did not receive any proposals. There is a definite need for a Senior Center in the community and the Town will pursue funding opportunities.

Motion: acknowledged that no bids were received and directed staff to rebuild the senior center as a town department, complete with a proposal and dollar amounts, Action: Direct Staff, Moved by Johann Wallace, Seconded by Donna Johnson.
Motion passed unanimously.

- E.7 Discussion and/or Action [Director Harvey]: Council Decision Request, requesting approval and signing of a letter of support for the Library Services and Technology Act (LSTA) Grant for the Library's Digitalization Project.**

Motion: Item E.7, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.

Director Harvey addressed the Council and advised the library applies every year for the LSTA grant; there is no guarantee that the grant will be awarded, but a letter signed by the Council will make our library more competitive. Our historical documents are ready to crumble into dust. This will help instill pride in our community.

Motion: signing the letter of support, Action: Approve, Moved by Johann Wallace, Seconded by Cynthia Butterworth.

Vote: Motion passed (summary: Yes = 6, No = 0, Abstain = 1).

Yes: Johann Wallace, Donna Johnson, Joy Banks, Cynthia Butterworth, Christy Hirshberg, Debra Trate.

Abstain: Walt Welsch.

- E.8 Discussion and/or Action [Manager Williams]: Consider approval of \$8,000 for grant application and environmental review expenses to SEAGO for sewer pond lagoons project.**

Motion: Item E.8, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Joy Banks.

Manager Williams addressed the Council and the public in attendance. The sewer lagoon project is an item that must be addressed. There is grant money available, but there needs to be studies and preparation done.

Motion: \$8000 for grant application and expenses, Action: Approve, Moved by Johann Wallace, Seconded by Donna Johnson.

Motion passed unanimously.

- E.9 Discussion and/or Action [Mayor Wallace]: First Reading of Ordinance 2019-10, AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 "HEALTH AND SAFETY," TO ALLOW FOR BOTH CIVIL AND CRIMINAL PENALTIES FOR TITLE 8 VIOLATIONS.**

Motion: Item E.9, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Cynthia Butterworth.

This is a first reading, read by title only. No action or council vote required.

- E.10 Discussion and/or Action [Mayor Wallace]: Consider adoption of Resolution 2019-10, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, TO PARTICIPATE IN THE CENSUS 2020 COMPLETE COUNT COMMITTEE AND ENCOURAGE EVERY PERSON TO BE COUNTED.

Motion: Item E.10, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Christy Hirshberg.

The census is important and it is important that every person in the community is counted.

Motion: Resolution 2019-10, Action: Adopt, Moved by Johann Wallace, Seconded by Donna Johnson.

Motion passed unanimously.

- E.11 Discussion and/or Action [Manager Williams]: Consider adoption of Resolution 2019-11, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA AUTHORIZING THE TOWN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE ARIZONA DEPARTMENT OF CORRECTIONS TO PARTICIPATE IN AN INMATE LABOR PROGRAM.

Motion: Item E.11, Action: Open for Discussion and/or Action, Moved by Johann Wallace, Seconded by Donna Johnson.

Motion: Resolution 2019-11, Action: Adopt, Moved by Johann Wallace, Seconded by Donna Johnson.

Motion passed unanimously.

F. Town Manager's Report

G. Reports of Current Events by Council

Joy Banks reported she had attended the Sentinel meeting.

Mayor Wallace reported the SEAGO Executive meeting was rescheduled to March 14.

H. Items to be placed on future agendas.

Second reading of 2019-10, proposal for senior center

I. Adjournment

Motion: adjourn meeting, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg.

Motion passed unanimously.

Meeting was adjourned at 9:07pm.

Approved by Mayor Wallace on March 14, 2019



Johann Wallace, 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 Huachuca City Town Council held on February 28, 2019. I further certify that the meeting was duly called and a quorum was present.



Jennifer A. Fuller, Town Clerk

