



**MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
MEETS
THURSDAY, MARCH 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.

Roll Call.

Present: Johann Wallace, Debra Trate, 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 led by Chaplain Dave Carnes.

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 the 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 regular meeting held on March 14, 2019.
- C.2 Consider approval of the Invoice Payment Approval Report in the amount of \$ 174,682.06
- C.3 Authorize the declaration as surplus property the following Items, to be sold by auction or otherwise disposed of in accordance with Town Policy:
 - a. Evaporator Cooler
 - b. Ladder Traller

Motion: Consider approval of the Consent Agenda, **Action:** Open for discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Consent agenda item C.1 was removed by Councilmember Welsch due to the omission of the Library director's statement of no volunteers and that the Friends of the library are part of a service organization. Mayor Wallace questioned Councilmember Welsch as to the removal of the item E.5. Councilmember Welsch again stated it was due to the omission of the comments regarding the Friends of the Library, that no volunteers are being used at the library.

Motion: Consent Agenda, **Action:** Approve Consent Agenda with the exception of Item C.1, **Moved by** Johann Wallace, **and Seconded by** Councilmember Christy Hirshberg. Motion passed 7-0.

Mayor Pro-Tem Johnson also wanted item C.1 removed due to comments that were made that are not included in the minutes.

Motion: Consent Agenda, **Action:** Pull item C.1 from consent agenda and correct the omissions noted by Councilmember Welsch and Mayor Pro-Tem Johnson. **Moved:** by Mayor Johann Wallace. **Seconded by** Councilmember Cynthia Butterworth. Motion passed 7-0.

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.

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 [Manager Williams]: Monthly Budget Update Report presentation by Spencer Forsberg of Haymore and Forsberg, C.P.A.

Motion: Open Item E.1 for discussion. **Action:** Approve to open item for discussion. **Moved by:** Mayor Johann Wallace. **Seconded by** Councilmember Hirshberg.

Spencer Forsberg discussed how we are eight months into the fiscal year. General fund had a positive balance of over \$62,545 due to \$30,200 in auction proceeds in February. Water fund lost \$14k in February. Sewer fund lost \$7500 in February. Garbage fund had revenues of \$11,500 with no expenses due to a delay in Waste Management billing. Landfill lost \$8600.

Councilmember Welsch asked why the Senior Center is still paying legal fees as it is non-functioning.

The Town finance clerk responded these were expenses from January, and these expenses would be moved to another account.

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

Motion: Open Item E.2 for discussion. **Action:** Open Item for discussion. **Moved by** Mayor Johann Wallace. **Second** by Councilmember Joy Banks.

Mayor Wallace presented plaques to Ralph Bailey and Erica Summons. Councilmember Welsch will be presenting a plaque to Angela Brown.

E.3 Discussion and/or Action [Mayor Wallace]: Proclamation declaring April as Power of Parent's month to reduce teen drug and alcohol use.

Motion: Open E.3 for discussion. **Action:** Open for discussion. **Moved by** Mayor Johann Wallace. **Second** by Mayor Pro-Tem Johnson.

E.4 Discussion and/or Action [Manager Williams] Adoption of Resolution 2019-13 adopting a revised School Road agreement with Tombstone Unified School District.

Motion: Open E.4 for discussion. **Action:** Open for discussion. **Seconded** by Councilmember Christy Hirshberg.

The Town Manager discussed staff concerns with the required parking maintenance and the lack of defining what maintaining the parking lot means. Maintenance was in the original 1967 agreement.

Motion: Postpone Item E.4 until next Council meeting. **Action:** Item postponed, defining "maintain". **Moved** by Mayor Johann Wallace. **Seconded** by Mayor Pro-Tem Donna Johnson.

E.5 Discussion and/or Action [Vice Mayor Johnson]: Behavior of Councilmember Walter Welsch in light of the Town's Code of Conduct for Elected Officials.

(Item pulled due to missing documentation in minutes)

Mayor Wallace asked Council if they would like a break before entering Executive Session. Town Council Declined.

E.6 Discussion and/or Action [Mayor Wallace]: Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (1), for discussion and evaluation of the Town Clerk, Jennifer Fuller's, job performance. Any formal action on this item will be taken in open session.

Motion: Enter into executive session to discuss Clerk Fuller's job performance. **Action:** Enter into executive session. **Moved** by Mayor Johann Wallace. **Seconded** by Councilmember Christy Hirshberg.

Motion: Enter back into regular session. **Action:** Vote to return to regular session. **Motion:** Mayor Johann Wallace. **Seconded** by: Approved 7-0.

Motion: To retain Ms. Fuller as Town Clerk. **Action:** Vote to retain Ms. Fuller as Town Clerk. **Moved** by: Mayor Johann Wallace. **Seconded** by Mayor Pro-Tem Johnson. Motion failed 4-3 in a roll call vote.

Mayor Wallace explained that a yes vote would be to retain the Town Clerk; a no vote would result in termination.

Mayor Wallace informed Clerk Fuller her services were no longer needed, and asked if Chief Thies would help gather her things. Clerk Fuller thanked Mayor and Council.

Manager Williams discussed the Town Manager's report. He also discussed the purchase of the 613 scraper and dump truck with the funds from the sale of the 836 compactor as well as staff meeting with ADEQ regarding the sewer pond project.

Chief Thies asked if Ms. Fuller could return tomorrow to gather her personal things.

Councilmember Joy Banks reported SVMPO was postponed as well as the Upper San Pedro sponsorship. The Mayor reported on staff meeting with SVMPO staff and the upcoming traffic signal project.

The Town Manager added that the Town will be hosting the SEACOM meeting on Thursday, April 11th and invited Council to attend the meeting. Operations is at 8am, JPA is at 9am.

Motion: To adjourn. **Action:** Meeting adjourned. **Moved by** Mayor Johann Wallace. **Seconded by** Mayor Pro-Tem Johnson.

- F. Town Manager Report
- G. Reports of Current Events by Council
- H. Items to be placed on future agendas

Mayor Pro-Tem Johnson asked for revised minutes to be on the 4/11 meeting. Councilmember Welsch asked for an agenda item on the relationship on the Friends of the Library to the library. Mayor Wallace asked for an agenda item to begin the process to hire a new Town Clerk.

- I. Adjournment

Approved by Mayor Wallace on April 11, 2019

Attest:



Matthew Williams, Interim Town Clerk


Johann Wallace, Mayor

Seal:



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 March 14, 2019. I further certify that the meeting was duly called and a quorum was present.



Matthew Williams, Interim Town Clerk

