



**MINUTES OF THE
 HUACHUCA CITY TOWN COUNCIL
 MEETING HELD
 THURSDAY, JUNE 27, 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: 7:00 pm
The Pledge of Allegiance was led by: Mayor Wallace
The Invocation was offered by: Chaplain David Carnes

Roll Call

<i>Present:</i>		<i>Absent:</i>	
Johann Wallace - Mayor	Christy Hirshberg – Council Member	Matthew Williams – Town Manager	Walt Welsch – Council Member
Pro Tem - Donna Johnson	Debra Trate – Council Member	Thomas Benavidez – Town Attorney	
Joy Banks – Council Member			
Cynthia Butterworth – Council Member			

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.

Call to Public:

1. By Stuart Jantzen Address: 132 Buffalo Dr. Huachuca City

About: Gave thanks for all the hard work the city has done in the last few months.

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 Council meeting held on June 13, 2019.
- C.2** Consider approval of the minutes of the Council public hearing held on June 13, 2019.
- C.3** Consider approval of the minutes of the Council special meeting held on June 13, 2019.
- C.4** Consider approval of the minutes of the Executive session held on June 13, 2019.
- C.5** Consider approval of the Payment Approval Report in the amount of \$123,337.13.

Motion C: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

Motion C: Fix City Minutes for June 13th but all others ok		Action: Approved
Moved by: Mayor Wallace	Seconded by: Ms. Butterworth	

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 [Finance Clerk Ha Vu]: Establishment of a policy requiring cash payment for landfill loads when accounts are in arrears. This item may include discussion and action concerning the number and value of delinquent landfill accounts, as well as Town collection efforts and policies.

Motion D.1: Open Item for discussion and/or action		Action: open
Moved by: Mayor Wallace	Seconded by: Ms. Butterworth	

D.1.

Ha Vu: Customers with arrears balance older than 60 days will have to make payment arrangements to continue to use landfill. Customers who do not make payment arrangements will have to pay cash or check to use landfill. Customers who do not pay after 60 days after notification will be turned over to collections.

Motion D.1: Create Arrears Policy for Landfill		Action: Approved
Moved by: Mayor Wallace	Seconded by: Ms. Butterworth	

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 adoption of Resolution 2019-22 to approve the Towns Primary Property Tax Levy for FY 2019-20 at a rate of 1.33% for each \$100.00 of assessed valuation.

Motion E.1: Open Item for discussion and/or action		Action: open
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

Roll Call Approval asked by Town Attorney Thomas Benavidez. Roll Call Approval, all Council members present "YES" vote.

Motion E.1: Nothing Changes	Action: Approved
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Moved by: Wallace	Seconded by: Pro Tem Johnson	
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E.2 Discussion and/or action [Mayor Wallace]: Presentation of July yard of the month winners.

Motion E.2: Open Item for discussion		Action: Open
Moved by: Mayor Wallace	Seconded by: Ms. Butterworth	

Yard of the Month Presented by Mayor Wallace

- 1. James Brown**
- 2. Brian Robertson**
- 3. Bruce Duvall**

E.3 Discussion and/or Action [Manager Williams]: Presentation of May 2019 Town Financial statements.

Motion E.3: Open Item for discussion		Action: Open
Moved by: Mayor Wallace	Seconded by: Ms. Trate	

Matthew Williams: Overview of May Finances: End of the fiscal year June 30th, 2019. End of the year review will be on August 8th, 2019.

- 1. General Fund \$24,187.56 in the positive**
- 2. Water \$8,997.87 in the positive**
- 3. Sewer \$7,416.51 in the positive**
- 4. Garbage \$158.71 in the positive**
- 5. Landfill \$9,602.06 in the positive**

Mayor Wallace: Nice to see profits

E.4 Discussion and/or Action [Chief Thies]: Council approval of requested Town road closures for the Town's 4th of July celebration.

Motion E.4: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Ms. Butterworth	

Thies: Road closures just like last year. Time frame from: 3pm to approximately 9pm. Will depend on when the Fire department clears it.

Motion E.4: Road closure		Action: Approved
Moved by: Mayor Wallace	Seconded by: Ms. Hirshberg	

E.5 Discussion only [Chief Thies]: Town acquisition of a military surplus Animal Control Officer vehicle.

Motion E.5: Open item for discussion		Action: Open
Moved by: Mayor Wallace	Seconded by: Ms. Hirshberg	

Thies: 10-33 military surplus program. The 1033 program is designed to specifically work with law enforcement agencies, like local police forces, school district police and others to provide those organizations with military surplus. For free, police department acquired:

1. 4 weapons racks
2. A 1991 Chevy Truck with only 60,000 miles on it for their animal control vehicle

E.6 Discussion and/or Action [Mayor Wallace]: Council approval of a tracking policy for Town grant accounts payable and receivable.

Motion E.6: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

Matthew Williams: Town Grants should be reported as part of the monthly finance report. Grant reimbursements should be recovered by the Town within 120 days.

Debra Trate question: Can we get the money in 120 days?

Mayor Wallace: Most of the ones we have dealt with it has, if something changes we can change things at a later date.

Motion E.6: Town Grants Tracking		Action: Approved
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

E.7 Discussion only [Director Harvey]: Information on the Town’s 4th of July celebration.

Motion E.7: Open item for discussion		Action: open
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

Susanne Harvey: Schedule of Events presented starting from 3pm to 8 pm, with fireworks closing out the festivities. Community Center will act as a cooling station. Free food, pie eating contest, band and games. Thanks given to all who have helped and will participate.

E.8 Discussion and/or Action [Mayor Wallace]: Approval of Council Resolution 2019-23 to direct all current landfill arrears monies to be transferred to the Highway User Revenue Fund [HURF] Account as received.

Motion E.8: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Ms. Butterworth	

Matthew Williams: Right now all money which comes into the city goes into a General fund. Any money collected by the landfill arrears would go into the HURF fund, arrears totaling \$139,418.06 after the amount is reached arrears will no longer go into the account. Separate accounts are being set up not just for the HURF fund but many others.

Motion E.8: All Landfill Arrears to go to HURF		Action: Approved
Moved by: Mayor Wallace	Seconded by: Ms. Hirshberg	

E.9 Discussion and/or action [Mayor Wallace]: Executive [closed] session, pursuant to A.R.S. 38-431.03 (A) (3) & (4) for legal advice and update on the settlement agreement with Disk till Dawn and acquisition of the property. The Council may authorize procurement of additional environmental consulting and testing services. Any formal action on this item will be taken in open session.

Motion E.9: Open item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

7:55 moved into closed session
 8:15 session reopened to public

Motion E.9: Enter back into public session		Action: No Decision
Moved by: Mayor Wallace	Seconded by: Pro Tem Johnson	

F. Town Manager's Report

Matthew Williams:

- Soil borings submitted to ADEQ no response back yet.
- Street Assessment in FY 19-20. Will assess Huachuca City streets and give them a grade, cost of \$30,000.
- Chiricahua mobile clinic will be at the Senior Center parking lot on August 7th.
- Town Hall and Library will be closed on July 24th from 1pm-4pm for Active Shooter Training at Town Hall.
- Opening up many separate accounts to keep proper track of where the money goes.
- Asking the SVMPO to put \$400,000 towards fixing the roads for the year fiscal years 2020-2022, for the streets: School, Gila, and Skyline.
- Stonegarden reimbursements are current.

G. Items to be placed on future agendas.

1. ISO
2. Town Clerk Interviews

H. Reports of Current Events by Council

Joy Banks: Thanks given for letting her be part of the groups she is in.

I. Adjournment : 8:25 pm

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Ms. Hirshberg	

Meeting was adjourned at 8:25 pm June 27th, 2019.

Approved by Mayor Wallace on July 11th, 2019



Johann Wallace, Mayor

Attest: 

Mathew Williams, Town Clerk

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 June 27, 2019. I further certify that the meeting was duly called and a quorum was present.



Matthew Williams, Town Clerk