



**MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
MEETING HELD  
THURSDAY, JULY 25, 2019 AT 7:00PM**

**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: Mr. Thomas**

**Roll Call**

<b><i>Present:</i></b>		<b><i>Absent:</i></b>	
Johann Wallace - Mayor	Christy Hirshberg – Council Member	Matthew Williams – Town Manager	Walt Welsch – Council Member
Pro Tem - Donna Johnson		Thomas Benavidez – Town Attorney	
Joy Banks – Council Member	Debra Trate – Council Member	Janine Collins- Town Clerk	
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: None**

**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 July 11, 2019.
- C.2** Consider approval of the minutes of the Executive session held on July 11, 2019.
- C.3** Consider approval of the minutes of the Council Work session on July 11, 2019.
- C.4** Consider approval of the Payment Approval Report in the amount of \$227,774.07.
- 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 613 Water-Pull VIN #79V22844

<b>Motion C: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Hirshberg</b>	

**Whetstone and Seacom payment is the reason the payment report is so high.**

<b>Motion C:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Trate</b>	

**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 [Mayor Wallace]:** The Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (3) & (4), for legal advice concerning the settlement agreement with Disk till Dawn and acquisition of the property. The Council might adopt amendments to the settlement agreement and might authorize procurement of additional environmental consulting and testing services. Any formal action on this item will be taken in open session.

<b>Motion D.1: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

Go into executive session: Mayor Wallace, Seconded by: Mayor Pro-Tem Johnson at 7:04.  
Go back into Public session: Mayor Wallace, Seconded by: Mayor Pro-Tem Johnson at 7:13.

*Approval of Amendment*

<b>Motion D.1:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Hlrshberg</b>	

**D.2. Discussion and/or Action [Mayor Wallace]:** Amendment of the School Road agreement with Tombstone Unified School District, which was adopted by the Town and then amended by Resolution 2019-13, in an effort to resolve an easement dispute with the District. The amendment might include the Town agreeing to add gravel to the parking area within the easement.

<b>Motion D.2: Open for Discussion only</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

**Matthew Williams:** Issue we've had for about a year and a half, we were looking to trade water credit for adding the piece of land to the easement. School board would sign easement agreement the town would put gravel down. Questions about how much gravel is needed and what part of the land would need to have gravel on.

**Dr. Johnson:** Problems with drainage so when it rains the gravel would be washed away and be washed into the road which causes a road hazard. Also concerns about weeding the area with gravel because of the gravel becoming projectiles. There is nothing set as to how thick or how much of the easement needs to have gravel on it. So from one crosswalk to another is what the town is looking at which is 312 feet. Many questions about safety and upkeep. Cost would depend on the thickness of the gravel and the area which would need to be covered.

**Mayor Wallace:** Many concerns have been brought forth but with no solutions but we need solutions.

**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]:** Presentation of August yard of the month winners.

<b>Motion E.1: Open item for discussion and/or action</b>		<b>Action: open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Hirshberg</b>	

**Mayor Wallace: Presentation of Yard of the Month**  
**Stephan and Dolly Krempasky**  
**Ty Boston**  
**Tammy Collins**

**E.2. Discussion and/or Action [Manager Williams]:** Presentation of June 2019 Town Financial Statements.

<b>Motion E.2: Open item for discussion</b>		<b>Action: open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

**Matthew Williams:** June 2019 finance report. For the month of June there was a profit of \$4,287.23 but for year to date net loss of \$119,847.93. Did receive the Stone Garden program money of \$27,342.95. Water made a profit for June \$8,374.76 but there still is a loss of \$94,285.02. Sewer made a profit \$7,424.22 but had a loss of \$38,613.45. Garbage had a profit of \$904.40 but had loss of \$22,712.59. The landfill made a monthly profit of \$9,078.84 and a yearly profit of \$47,878.58 and we commend Jim Halterman for all his hard work since he has taken over.

**E.5** E.5 was moved to an earlier time for the convenience of the people from the Huachuca City Community Garden. They Mayor had a conflict of interest so he excused himself and Mayor Pro Tem Johnson took over for this action. E.5 and or/Action [Director Harvey]: Council decision to establish a Memorandum of Understanding (MOU) between the Town of Huachuca City and the Community Garden to establish a garden area behind the Town library.

<b>Motion E.5: Open Item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Pro-Tem Johnson</b>	<b>Seconded by: Councilmember Butterworth</b>	

Mayor Left room at 7:38. Mayor voluntarily recused himself for Item E.5.

**Suzanne Harvey:** The Town of Huachuca City is a food desert which means Huachuca City residents have limited access to fresh produce. We are looking at the land behind the library to use and plant a garden. Huachuca City Community Garden is already doing what we what to do with land behind Mr. Shed and they have already donated 530lbs of fresh produce to the people of Huachuca City. The Huachuca City Community Garden, Inc (HCCG) is a non-profit corporation whose goals include Increasing access to fresh produce in our communities. We already have approval to turn the land behind the library into a garden but lack the expertise and personal to build and maintain it. The HCCG has the recourses to do what we do not and could also get funding for this land that we would not be able to get. This will be beneficial to the town in many ways.

<b>Motion E.5:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Pro Tem Johnson</b>	<b>Seconded by: Councilmember Hirshberg</b>	

**E.3** Discussion and/or Action [Fire Chief Bidon]: Update on Insurance Services Office (ISO) Fire Protection Ratings in and around Huachuca City.

<b>Motion E.3: Open Item for discussion</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Johnson</b>	

**Fire Chief Bidon:** In 2016 ISO was a 5(good) but then jumped to a 10(bad) after some review. We've been having annual business inspections for the last two years and have a schedule for next year. We've been working hard at the ISO for the town. Knox Boxes for businesses and possibly residents. A Knox-Box is purchased by the property owner and is keyed to a single master key controlled by the fire department. With a Knox Box there is no waiting for a property owner to unlock the door and no forcing the door open to gain entry during an emergency. Constant training for department is a requirement for a good ISO. ISO is an insurance company, they are looking at how to spend the least amount of money for pay outs.

**Donna Johnson:** When will our insurances go down?

**Fire Chief Bidon:** That cannot be said it is up to ISO and their timelines. Whetstone Fire is ready for the rating.

**E.4 Discussion and/or Action [Director Haiderman]:** Consider approval or spending up to \$50,000 from landfill surplus funds to purchase a replacement Caterpillar Water-Pull apparatus. The Council will also consider the possibility of repairing the Town’s current apparatus, and may select a vendor to make repairs.

<b>Motion E.4: Open Item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Hirshberg</b>	

**Matthew Williams:** We do not know how much use this engine has gotten, if we fix it something else might go out on the truck due to it being so old. A better solution would be to replace instead of making repairs. The town can sell the old one as is and put that towards a new one.

Elite Sales & Services, Long Block Replacement: \$22,926.01

Empire, rebuild of Engine: \$46,656.96

**Dr. Johnson:** Recommendation to replace

<b>Motion E.4: To Buy New Water-Pull for up to \$50,000</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Butterworth</b>	

**Break Called at 8:19**

**Back In Session at 8:28**

**E.6 Discussion and/or Action [Manager Williams]:** Update on establishment of Towns savings accounts and account balances.

<b>Motion E.6: Open Item for discussion</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

**Matthew Williams:** Town is establishing 7 new savings accounts. Right now we have U.S. Bank Savings \$863,583 (as of 7/25/19) Non-restricted funds and Bank of Oklahoma, \$ 2,426,185 (as of 7/25/19) Restricted-Landfill trust fund. The Town spent more than it brought in for a decade, in 8 years we spent \$7,290,061 from Savings. The combination of staff position elimination, tax increases, water & sewer rate increases, outsourcing of services and over all better spending habits since January 2018 have paid off. The Town now has a surplus budget for FY 2019-20 with \$17k going back to the HURF account. The Town is no longer deficit spending instead we are saving money and have set up appropriate savings

accounts. Town landfill, water, sewer, garbage are all now paying for themselves. Lowest Balance \$775,000 Fall 2018, Current balance \$863,583, Budgeted to be over \$900,000 by 07/01/20. Our goal is to bring this account back over \$1,000,000 and never dip below \$1,000,000 again.

**In Summary**

Seven new Town savings accounts effective 07/25/19

\$99,744.00 transferred to Town savings accounts from General Fund 07/25/19

\$25,000.00 to be transferred to Garbage Savings CD, (*once the best rate CD is located*).

\$81,550.00 in landfill surplus equipment sales deposited into landfill savings from PublicSurplus check.

\$2,472.14 deposited into Holiday Fund savings account.

\$4,690.00 to be deposited into Police Vehicle Savings account (*once check is received*).

**E.7 Discussion and/or Action [Mayor Wallace]:** Council decision to reschedule or cancel the August 22, 2019, Council meeting due to a scheduling conflict with the League of Arizona Cities and Towns conference.

<b>Motion E.7: Open Item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

<b>Motion E.7: Cancellation of August 22<sup>nd</sup> Council Meeting</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

**E.8 Discussion and/or Action [Manager Williams]:** Council approval of expense of \$5,500 to remove silt from landfill groundwater well MW-1 and to have a survey performed of MW-1.

<b>Motion E.8: Open Item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Banks</b>	

**Matthew Williams:** Requirement from ADEQ for the landfill expansion plan. This will remove the silt from MW-1 and to survey the top of the casing.

**Mayor Wallace:** Is this something that should have been done before? Will this come out of the landfill closure account or operating account?

**Matthew Williams:** Yes this is something that should have been done and it will come out of the operating landfill account.

<b>Motion E.8:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro-Tem Johnson</b>	

**E.9 Discussion and/or Action [Mayor Wallace]: Council approval of Resolution 2019-25 to approve the installation of two stop signs at the intersection of Mohave and Navajo streets.**

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

**Chief Thies:** Recommends making it a four way stop

**Matthew Williams:** Town has received a request from a resident asking for stop signs to be placed on the corners of Mohave and Navajo.

**Donna Johnson:** Agrees it should be four stop signs

**Thomas Benavidez :** Recommends moving this to next month’s agenda

**Chief Thies:** Recommends putting all four stops signs in at once

**F. Town Manager’s Report: Matthew Williams:** Chiricahua Clinic will be here Wednesday, August 7<sup>th</sup>. Close out reports will be on August 8<sup>th</sup> meeting. A shout out to Chief Thies for setting up the ALICE training for the town. The Senior Center flooring is complete and paintwork was done, not everything is none but is looking good. Scrapper had a cracked fuel tank and we rented one will it can be properly welded. Water-pull vehicle will be replaced. Employees received a 1% pay raise which started on the 7/14 pay period. Many employees hadn’t received a pay raise in over 5 years. PSPRS debt presentation on August 8<sup>th</sup> meeting. On paper is an explanation on how some employees are divided between departments. Officer Arnett has been promoted to Training Corporal. Back to School Fair on July 31<sup>st</sup>.

**Chief Thies:** With Back to School fair will also be the National Night Out

**G. Items to be placed on future agendas:** E.9. moved to August 8<sup>th</sup> meeting, and changed to four stop signs.

**H. Reports of Current Events by Council: ProTem Johnson:** One vacant seat on PSPRS Board


**I. Adjournment : 8:55pm**


<b>Motion: to Adjourn</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilmember Hirshberg</b>	



Meeting was adjourned at 8:55pm July 25<sup>th</sup>, 2019.

Approved by Mayor Wallace on August 8, 2019

Attest:   
Janine Collins, 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 July 25, 2019. I further certify that the meeting was duly called and a quorum was present.

  
Janine Collins, Town Clerk

