



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
NOVEMBER 14, 2019 AT 7:00 PM
HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum
- c. 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: 7:02
The Pledge of Allegiance was led by: Mayor Wallace
The Invocation was offered by: None

Roll Call

Individual	Position	Present	Absent
Johann Wallace	Mayor	X	
Donna Johnson	Mayor Pro-Tem	X	
Debra Trate	Councilor	X	
Christy Hirshberg	Councilor	X	
Joy Banks	Councilor	X	
Cynthia Butterworth	Councilor	X	

Matthew Williams	Town Manager	X	
Janine Rustine	Town Clerk	X	
Thomas Benavidez	Town Attorney	X	

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. **Bill Stein, 207 Dragoon St., Huachuca City AZ 85616:** R.V. living/renting, ordinances which stop people from living or renting out a R.V. would like to consider revising. Compliments to public works with fixing the water meter. Risk and cost to rezone, \$2k to rezone. Encourage you to reestablish the Industrial Development Authority. What is the current permit for burning.
2. **Chris McGee, 301 Navajo St., Huachuca City AZ 85616:** Why are there stop signs being put in lower Huachuca City. There doesn't need to be so many stop signs.
3. **Diane Hildebrandt, 175 N Skyline D229, Huachuca City AZ 85616:** Last day of the gift basket raffle on Saturday by the Friends of the Library.
4. **Pete Wambach, 116 E Yuma St., Huachuca City AZ 85616:** Water rate fees need to address how water is read.

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 October 24, 2019.**
- C.2 Consider approval of the minutes of the Council work session held on October 24, 2019.**
- C.3 Consider approval of the Payment Approval Report in the amount of \$ 82,735.94.**
- C.4 Consider acceptance of Lt. Joe Glowacki's resignation from the PSPRS local board**

- C.5 Consider approval of payment of \$19,684.80 to Hugh A. Walker Enterprises for completion of geologic/groundwater data report for Town landfill.
- C.6 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:
 - A. Lot of brooms for street sweeper
 - B. Lot of 10 R22.5 tires

Motion C: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

Motion C:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

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 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.14 was moved to before E.1, 7:13pm

E.14 Discussion and/or Action [Town Attorney]: The Council might vote to go into Executive [closed] session, pursuant to A.R.S. 38-431.03(A) (3) & (4), for legal advice and consultation

concerning the water rights adjudication in Maricopa County Case No. W1-11-0245 ["In Re the General Adjudication of All Rights to Use Water in the Gila River System and Source"]. After the executive session, the Council might take action to direct the Town's attorneys and authorize them to engage Chuck Dickens, a licensed geologist, to provide hydrogeological consulting services to support the Town's attorneys in their representation of the Town interests.

Motion E.14: Open Item for discussion only		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Call to the Public, Bill Stein: I was told by a former Town clerk that a judge gave water rights the Town on the east range of Fort Huachuca.

Moved to go into Executive Session at 7:14 pm moved by Mayor Wallace and seconded by Mayor ProTem Johnson

Executive Session Ended at 7:45 pm moved by Mayor Wallace and seconded by Mayor ProTem Johnson

Mayor Wallace: After consultation there is no action to be taken.

E.1 Discussion and or/Action [Mayor Wallace]: Vote to select a candidate to fill the vacancy created by the passing of Walter Welsch. The selected candidate may be sworn in and may take their seat with the Council.

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

Roll Call Vote: if we get four votes for one person that person is selected

Jean Post:

- Councilor Butterworth: No
- Councilor Banks: Yes
- Councilor Hirshberg: Yes
- Councilor Trate: Yes
- Mayor Wallace: No
- Mayor ProTem Johnson: Yes

Mayor Wallace: Since Jean Post is part of the P&Z board we will have to officially accept her resignation from the board before we can swear her in as a council member. The next P&Z meeting is December 4th.

Motion E.1: Jean Post will fill in vacant seat		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	Roll call vote: 4-2

E.2 Discussion and or/Action [Mayor Wallace]: Council recognition of Lieutenant Joseph Glowacki's service to the Town of Huachuca City.

Motion E.2: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Mayor Wallace: Thank you so much for all that you have done for this Town in you 22 years of service. You will be missed. I will let Donna Johnson present the plaque.

Mayor ProTem Donna Johnson: I'm going to miss you Joe.

Call to the Public, Bill Stein: Well deserved Joe, very much appreciated.

E.3 Discussion and or/Action October Town Finance Report [Spencer Forsberg]:

Motion E.3: Open Item for discussion and/or action	Action: Open
Moved by: Mayor Wallace	Seconded by

Spencer Forsberg: Since this presentation is a bit earlier than our usual, two sets of numbers are not in and have been left blank on the print out. Just a reminder that this was our big month for quarterly expenses Whetstone Fire, SEACOM and we're had some large repairs this month. We moved some auction proceeds to the landfill fund since it was landfill equipment. We got our first part of the grant for the signal which was \$27,000.00.

Water: \$9,538.72
 Sewer:\$ 4,235.51
 Garbage: -\$2705.95

E.4 Discussion and or/Action [Mayor Wallace]: Council letter in support of the Town's USDA Equipment/Facilities grant application to help fund the purchase of two police vehicles.

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

Motion E.4:	Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson

E.5 Discussion and or/Action [Mayor Wallace]: Council approval for street closures for Town Christmas Parade scheduled for December 14, 2019.

Motion E.5: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Motion E.5:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.7 Discussion and or/Action [Manager Williams]: Adoption of Resolution No. 2019-32 approving an Intergovernmental Agreement with the City of Sierra Vista for Emergency Signal Maintenance

Motion E.7: Open Item for discussion and/or action		Action: Moved to Dec
Moved by: Mayor Wallace	Seconded by:	

E.8 Discussion and or/Action [Mayor Wallace]: Council acceptance of resignation of Town Manager Matthew Williams with his last day of employment to be December 22, 2019.

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

Mayor ProTem Johnson: Mr. Williams did a great job for us and it's appreciated and I'm going to vote no just because I don't want you to leave.

Mayor Wallace: Thank you for everything.

Call to the Public, Mr. Stefn: I hope you can find a town manager as good as the first one.

Motion E.8:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	4-1

E.9 Discussion and or/Action [Manager Williams]: Council approval of updates to the Town Manager's job description and job posting, and Council direction to begin the search for a new Town Manager.

Motion E.9: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Mayor Wallace: The job description has been updated by Mr. Williams.

Manager Williams: Several things were added and some I would recommend to delete. I did include the pay of managers in the state of the 9 smallest cities, they averaged \$90,477. Please get with me about any questions and comments so I can get this posted as soon as possible.

Motion E.9:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.10 Discussion and or/Action [Manager Williams]: Council approval of retention of Interim Public Management to assist with locating an Interim Town Manager.

Motion E.10: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Banks	

Manager Williams: I would recommend you hire someone from this company, they are reliable and have qualified candidates. IPM's retainer fee for services is \$1,500.

Motion E.10:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.11 Discussion and or/Action [Manager Williams]: Council approval of exit interview format for the Town Manager.

Motion E.11: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

Mayor Wallace: It's a standard exit interview.

Motion E.11:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

E.12 Discussion and/or Action [Mayor Wallace]: CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO, 2019-33 APPROVING THE SALE AND EXECUTION AND DELIVERY OF AN EXCISE TAX REVENUE OBLIGATION, TAXABLE SERIES 2019, EVIDENCING ALL OF THE INTERESTS OF THE HOLDER THEREOF IN A PURCHASE AGREEMENT FROM THE CITY; APPROVING THE FORM AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH PURCHASE AGREEMENT AND OTHER NECESSARY AGREEMENTS FOR SUCH SALE; DELEGATING AUTHORITY TO DETERMINE CERTAIN MATTERS AND TERMS WITH RESPECT TO THE FOREGOING AND DECLARING AN EMERGENCY.

Motion E.12: Open Item for discussion and/or action		Action: Open
Moved by: Mayor Wallace	Seconded by: Councillor Banks	

Attorney Benavidez: This is just a standard resolution so we can get our bond.

Motion E.12:		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councillor Banks	

E.13 Discussion and/or Action [Town Attorney]: 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 Dusk till Dawn, financing and acquisition of the property.

Motion E.13: Open Item for discussion and/or action		Action: not opened
Moved by: Mayor Wallace	Seconded by:	


Attorney Benavidez: I don't think we need to do this I just wanted to have this just in case.

- F. **Town Managers Report:** Flags went up for Veterans Day, Christmas lights will soon go up. HURF RFP went out, it will be open to December 6th. We will have the audit presentation at the council meeting in December. We will be closed for Thanksgiving and the day after. The December 12th meeting will be long starting at 5:30pm.
- G. **Items to be placed on future agendas: Ms. Post's resignation and swearing in,**
- H. **Reports of Current Events by Council:**
 - Ms. Banks: We will need an IGA with SVMPO.
 - Mayor Wallace: Last week I spoke to the schools National Honor Society, and for Veteran's Day I was the guest of Mayor Muller at their ceremony.
 - Joe Glowacki: It's been a long 22 years, I started here as a dispatcher. I applied for a part time dispatcher position and was offered a full time position during my interview. In '99 a position opened for an officer and I went to the academy. I thank everyone, it's been a great place to work. I will miss the people.
- I. **Adjournment**

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Mayor ProTem Johnson	

Meeting Adjourned: 8:29pm

Approved by Mayor Johann R. Wallace on December 12, 2019.


 Mr. Johann R. Wallace
 Mayor

Attest: 
 Ms. Janine Rustine,
 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 November 14. I further certify that the meeting was duly called and a quorum was present.



Ms. Janine Rustine,
Town Clerk