



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
January 09, 2020 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: 7:01 pm**  
**The Pledge of Allegiance was led by: Mayor Wallace**  
**The invocation was offered by: Elder Thomas**

### **Roll Call**

<b>Individual</b>	<b>Position</b>	<b>Present</b>	<b>Absent</b>
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	
Jean Post	Councilor	X	

Eric Duthie	Interm 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.*

**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 Work session held on December 12, 2019.**
- C.2 Consider approval of the minutes of the Council meeting held on December 12, 2019**
- C.3 Consider approval of the minutes of the Public Hearing held on December 12, 2019.**
- C.4 Consider approval of the minutes of the executive minutes from December 12, 2019.**
- C.5 Consider approval of expenses for Digital History Library Project of \$6,575.00**
- C.6 Consider approval of the Payment Approval Report in the amount of \$ 242,583.34**

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

**Item C.7 pulled for review by Mayor ProTem Johnson**

<b>Motion C:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

- C.7 Authorize the declaration as surplus property the following items, to be sold by auction or otherwise disposed of in accordance with Town Policy:**
- A. Dusk till Dawn signage**

<b>Motion C.7: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**Mayor ProTem Johnson:** Does the signage mean just the signage or anything else in the building?

**Mayor Wallace:** Just the signage

<b>Motion C.7:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</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]: Council consideration of Resolution No. 2020-01, to replace the two current north/south yield signs at the intersection of Navajo & Mohave Streets with stop signs; and rescinding Resolution 2019-25, which approved installation of four stop signs.**

<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: Councilor Butterworth</b>	

Mayor Wallace: Due to input from public works and the public it has been changed to just two stop signs. Chief Thies is ok with it too so we're just going to make it a two way stop instead of four.

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

**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.1 Discussion only [Mayor Wallace]:** Introduction of Interim Town Manager Eric Duthie.

<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: Councilor Butterworth</b>	

Eric Duthie: I appreciate the opportunity here, we're going to keep things moving forward. I'm impressed where your direction is. I have a police background and am familiar with Huachuca City as I did some training here.

**E.2 Discussion and or/Action [Mayor Wallace]:** Council consideration of contract with Mountain Power for emergency signal construction/installation.

<b>Motion E.2: Open item for discussion and/or action</b>		<b>Action: Moved to Jan 23</b>
<b>Moved by:</b>	<b>Seconded by:</b>	

**E.3 Discussion and or/Action [Mayor Wallace]:** Council to direct staff to prepare Intergovernmental Agreements with the City of Sierra Vista and the Town of Tombstone for connector bus line services; And to have these agreements prepared for review and possible approval at the February 13, 2020 regular Town Council meeting.

<b>Motion E.3: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

<b>Motion E.3:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Trate</b>	

**E.4 Discussion and or/Action [Mayor Wallace]:** Council direction to staff to schedule and prepare for a Council work session to plan the Town bus line connector service and Council identification of bus stop locations.

<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: Mayor ProTem Johnson</b>	

Work session to be held on January 30<sup>th</sup>, from 6:00pm to 7:00 pm

<b>Motion E.4:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor ProTem Johnson</b>	

**E.5 Discussion and or/Action [Mayor Wallace]:** Council approval to “write-off” the general fund debt to the landfill fund from 2008-2018 for future audit purposes.

<b>Motion E.5: Open item for discussion and/or action</b>		<b>Action: Moved to Jan 23</b>
<b>Moved by:</b>	<b>Seconded by:</b>	

**E.6 Discussion and or/Action [Jim Johnson]:** ORDINANCE NO. 2020-02. AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 8 “HEALTH AND SAFETY,” TO REMOVE CHAPTER 8.20 “REMOVAL OF LITTER” AND CHAPTER 8.25 “REMOVAL OF DEBRIS AND DILAPIDATED STRUCTURES” BECAUSE THOSE CHAPTERS HAVE BEEN SUPERSEDED BY TITLE 16 OF THE TOWN CODE.

<b>Motion E.6: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Butterworth</b>	

Dr. Johnson: These two items need to be removed because they have been put into Title 16 and have been expanded on. There is no need to have them in chapter 8.

**E.7 Discussion and or/Action [Jim Johnson]:** ORDINANCE NO. 2020-01. AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF HUACHUCA CITY, ARIZONA, AMENDING THE TOWN CODE, TITLE 2, CHAPTER 2.45 "PLANNING AND ZONING COMMISSION" SECTION 2.45.010 "ESTABLISHED" TO ALLOW FOR THE APPOINTMENT OF A HEARING OFFICER TO PERFORM THE DUTIES OF THE PLANNING AND ZONING COMMISSION

<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: Councilor Hirshberg</b>	

Dr. Johnson: It has been very challenging to keep a full P&Z board. It is not required by Arizona statues that we have one, instead we could have a hearing officer. The same steps will stay in place but it isn't done through the board just through the hearing officer and then everything will come back to the council as usual.

Mayor Wallace: Ultimately it will still all go through the council.

Mayor ProTem Johnson: How much will this cost us?

Dr. Johnson: It will actually be saving The Town money since I will not have to be at the P&Z meetings every month, I will only be coming to the public hearing meetings.

Attorney Benavidez: If we needed to switch back it would be easy to go back we wouldn't even need to change or add an ordinance.

**E.8 Discussion and or/Action [Mayor Wallace]:** Renewal of contract with Southwest Building Inspection Service, Inc. [Dr. James Johnson], for Town building, planning and zoning department administration and related services.

<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: Mayor ProTem Johnson</b>	

Mayor ProTem Johnson: Is there any way we could make it less a month?

Dr. Johnson: You are my lowest contract my next one is twice as much for less work. I wear several hats for the town.

Councilor Hirshberg: We never hear from you anymore, about what you're doing.

Dr. Johnson: The previous manager had me give him my report and he would put it in his report.

<b>Motion E.8:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Butterworth</b>	

**E.9 Discussion and or/Action [Jim Halterman]:** Approval of changes in SSR (State Shared Revenues) construction project, as follows:

- Modification to Proposal S1205-19D for Project Case #2019-3, Skyline Drive Change Asphalt Depth from 2" to 3"
- Modification to Proposal S1205-19E, Project Case #2019-4, Town Hall parking lot which adds crack fill to scope of work.

<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 ProTem Johnson</b>	

Jim Halterman: The paving needed to be thicker for the trucks going to the landfill because of the heavy trucks going to the landfill. There was because there was a lot more damage than originally thought to the other project.

<b>Motion E.9:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Trate</b>	



**E.10 Discussion and or/Action [Manager Duthie]:** Approval of final invoice for groundwater study conducted by Hugh A Walker Enterprises (HAWE), as follows:  
 MW-1 Silt Removal and Top Casing survey in the amount of \$5,500.

<b>Motion E.10: Open item for discussion and/or action</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Butterworth</b>	

<b>Motion E.10:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

**E.11 Discussion and or/Action [Mayor Wallace]:** Approval of Clerk's Training for Clerk Rustine June 8<sup>th</sup>-June 12<sup>th</sup>, 2020.

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

<b>Motion E.11:</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

- F. Items to be placed on future agendas: E.2, E.5, second reading of E.7 & E.7
- G. Reports of Current Events by Council:
- H. Adjournment

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

**Meeting Adjourned: 7:42 pm**

Approved by Mayor Johann R. Wallace on January 23, 2020.

\_\_\_\_\_  
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 January 9, 2020. I further certify that the meeting was duly called and a quorum was present.

\_\_\_\_\_  
Ms. Janine Rustine,  
Town Clerk