



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
March 26, 2020 AT 7:00 PM
HUACHUCA CITY Library/ Online
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

SPECIAL NOTICE: BY PROCLAMATION OF THE MAYOR DUE TO THE COVID-19 PANDEMIC, THE MAYOR AND COUNCIL WILL HOLD PUBLIC MEETING'S AT THE TOWN LIBRARY. THESE MEETINGS WILL BE LIVE-STREAMED. MEMBERS OF THE PUBLIC MAY ATTEND THESE MEETINGS BY GOING TO <https://www.facebook.com/HuachucaCityAZ>. IN ADDITION, THE MAYOR HAS TEMPORARILY SUSPENDED CALLS TO THE PUBLIC AT THESE MEETINGS. HOWEVER, MEMBERS OF THE PUBLIC MAY SUBMIT WRITTEN COMMENTS TO THE TOWN CLERK TWENTY-FOUR HOURS IN ADVANCE OF THE MEETING. ADVANCE NOTICE OF THESE MEETINGS CAN BE FOUND AT THE TOWN'S USUAL AGENDA POSTING LOCATIONS INCLUDING THE TOWN'S WEBSITE <https://huachucacityaz.gov/>

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: 7:00 pm
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	
Jean Post	Councilor	X	
Eric Duthie	Interm Town Manager	By phone	
Janine Rustine	Town Clerk	X	
Thomas Benavidez	Town Attorney	By phone	

B. Call to the Public – Mayor TEMPORARILY SUSPENDED – WRITTEN COMMENTS MAY BE SUBMITTED TO THE TOWN CLERK

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.

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 March 12, 2020.
- C.2.** Consider approval of the minutes of the Council work session held on March 12, 2020.
- C.3.** Consider approval of the executive session minutes of the Council work session held on March 12, 2020.
- C.4.** Consider approval to renew Empire Service contract on the Water System Emergency Generator for two years with the cost being \$5,594.00.
- C.5.** Consider approval of the Payment Approval Report in the amount of \$ 67,611.37

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

Ms. Butterworth: What is this generator cost?

Mayor Wallace: It is just the yearly renewal for the water pumps generator.

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

D. Unfinished Business before the Council – Mayor

Public comment **TEMPORARILY SUSPENDED – WRITTEN COMMENTS MAY BE SUBMITTED TO THE TOWN CLERK** 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 **TEMPORARILY SUSPENDED – WRITTEN COMMENTS MAY BE SUBMITTED TO THE TOWN CLERK** 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 [Spencer Forsberg]: March 2020 Town Finance Report

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

Mayor Wallace: We now have separate accounts for the library grants, the signal project and the bus project.

Water: \$2,276.29

Sewer: \$7,404.04

Landfill: -\$5,424.74

E.2 Discussion and or/Action [Manager Duthie]: Council approval of funding proposal between the Town and SEACOM (Southeastern Arizona Communications) concerning vehicle and portable radios for the Police Department.

Motion E.2: Open item for discussion and/or action	Action: Open
Moved by: Mayor Wallace	Seconded by: Councilor Butterworth

Manager Duthie: The police have been having radio issues especially in Lower Huachuca City when SEACOM is trying to reach them. SEACOM is willing to go into an IGA with the Town for them to purchase new radios for us and we would pay them back in a five year payment plan. Chief Thies will have to find the money in his budget with repayment starting in fiscal year 2021, which means that the first payment would have to be paid by June 2021.

Councilor Hirshberg: Why 8 and 8?

Manager Duthie: It is my understanding it would be to outfit the vehicles and personnel which includes the two animal control officers.

Councilor Butterworth: Have you talked to Chief Thies about how it will come out of his budget?

Manager Duthie: We have talked about it.

Mayor Wallace: It is a good idea but since we don't have an IGA I don't feel comfortable approving it yet.

Councilor Hirshberg: I would also like to see a breakdown of where these would be going.

Motion E.2: Direct staff to begin development of IGA and how the radios will be paid for out of the police budget		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

E.3 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) (1), for the purposes of discussing hiring Philip Cushman as town manager and pursuant to A.R.S 38-431.03 (A) (3) & (4) for legal advice and consultation with the Town's Attorney, and to consider its position and instruct its attorney regarding a contract with Mr. Cushman. Following the executive sessions, the Council might take action to approve a contract and/or to direct staff regarding the contract and search for a town manager.

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

Executive session started: 7:14 pm, motion made by Mayor Wallace, seconded by Mayor ProTem Johnson

Executive session ended: 7:34 pm, motion made by Mayor Wallace, seconded by Councilor Post

Mayor Wallace: The contract is accepted with the exception that the candidate will use his best effort to reside within the town.

Motion E.3: Approval of contract with housing to be flexible		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Hirshberg	

F. Manager Report: Manger Duthie: About the sewer pond, ADEQ has accepted all the materials we gave them and have owned up to any delays being on their side. They have said we are on the right track and that we can move forward.

G. Items to be placed on future agendas:

H. Reports of Current Events by Council: Mayor Wallace: The only thing I have to report is what's going on with Covid-19. I did issue a proclamation declaring a state of emergency and then I issued a second one when there was a confirmed case in Cochise County which closes restaurants to dining in. Unfortunately it's having an impact on the few restaurants we have here in town. I have been on the phone throughout the week with Senator Sinema. I talked to two of the restaurant owners this week and I need to get a hold of the third one to find out what issues they're having with. Some are having issues getting supplies to actually make their food and serve it to the public, and in some cases they're experiencing a triple in price for some of their products. They're still open, they're still cooking and serving food you just can't sit in the restaurant to eat it, but still support them, get some food because it's still good whether you eat it there or eat it at home. Parks are still open. I didn't want to shut down the parks but we don't want any mass gatherings. The second proclamation also directed the chief of police to make sure there's policies and procedures in place and enforced, to ensure the health and safety of the police officers and the public. We're using the CDC's guidelines to make sure everybody stays healthy and we get over this as soon as possible. Daily calls with the governor's office to find out what's going on from their end. Congress is working on passing that stimulus bill, something that's going to come out of the bill is some funding for small business loans. Also don't forget the Census. If you haven't done your Census yet do your Census, every person counts. It really helps us from the federal funding perspective and a whole line of other things.

I. Adjournment

Motion: to Adjourn		Action: Approved
Moved by: Mayor Wallace	Seconded by: Councilor Trate	

Meeting Adjourned: 7:42pm

Approved by Mayor Johann R. Wallace on April 9, 2020.



Mr. Johann R. Wallace
Mayor

Attest: 
Ms. Janine Rustine,
Town Clerk



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 26, 2020. I further certify that the meeting was duly called and a quorum was present.


Ms. Janine Rustine,
Town Clerk

