



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
July 23, 2020 AT 7:00 PM  
COUNCIL CHAMBERS  
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: 7:01pm**  
**The Pledge of Allegiance was led by: Mayor Wallace**  
**The invocation was offered by: None**

### **Roll Call**

<b><i>Individual</i></b>	<b><i>Position</i></b>	<b><i>Present</i></b>	<b><i>Absent</i></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
Philip Cushman	Town Manager		X
Philip Cushman	Interim 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.*

Mayor Wallace recognizes Jack Fishback.

Mr. Fishback does not believe that the landfill expansion needs to happen. He states that there are residences nearby and the way the landfill has been kept over the past 10 years has been pretty miserable. He states that it is amazing the lack of care that has gone into it as it is one of the largest generators of income for the Town. It is amazing to him that it has been so neglected. He remains committed to preventing the landfill expansion.

Mayor Wallace asks Mr. Goede if he wants to wait until the agenda item is reached. Mr. Goede would like to wait.

**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 meeting held on July 02, 2020.
- C.2.** Consider approval of the minutes of the Council meeting held on July 09, 2020.
- C.3.** Consider approval of the executive session minutes from the Council meeting held on July 09, 2020.
- C.4.** Consider approval of the minutes of the Council special meeting held on July 09, 2020.
- C.5.** Consider approval of the Payment Approval Report in the amount of \$ 61,312.94.

**C.6** Consider approval of the disposal of 10 Nooks w/chargers and 8 Sony e-readers through Public Surplus.

<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>	

No discussion or questions from Council.

<b>Motion C: Approve Consent Agenda</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro Tem 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.*

**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 [Director Howe]: Department Annual Report-** Director Howe will present his annual report on the Landfill.

<b>Motion E.1: Open item for discussion only</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

Director Howe states that he concentrated on revenues and a little bit about operations in the report provided to Council. He states that while going over the revenues, he has discovered three customers who are paying the bulk rate that don't qualify. He has sent them a letter informing them of this, with no action being taken. Total tonnage for Fiscal Year 19/20 was 34,269.05 and Total Revenue Billed/Collected was 1,354,111.79. He advises that in a previous meeting he had mentioned some pre-coverage material brought in, and they have since received 604 tons of really good cover dirt at no cost. He thanks Council for approving the contract with Waste Management because just since that time the landfill has received over \$2600.00 just on that \$51.00 return rate.

Mayor Pro Tem Johnson states that the North side of the landfill has been pretty bad, however today she noticed it has been covered. She thanks Director Howe.

Councilor Trate asks why they were giving the bulk rate when they shouldn't have been, was it just a Town error? Director Howe is not sure, and states that he is unable to recreate history however they have been paying those rates for at least the past two years. San Pedro Sanitation lost the Ft. Huachuca contract which put them just under the required tonnage. They have also been spoken to about speeding through the landfill. Director Howe states he would like some direction from Council about if their rates should be raised to the regular commercial rates.

Councilor Banks thanks Director Howe for his report and the way it is broken down and easy to understand. She appreciates the effort that he puts into his reports.

**E.2 Discussion [Director Harvey]: Department Annual Report-** Department Director Harvey will present her annual report on the Library and Community Outreach Programs.

<b>Motion E.2: Open item for discussion only</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

Director Harvey gave a presentation including photographs of events that happened throughout the year.

- STATISTICAL DATA: 19,54 visits to the library and 13,998 items circulated. Down from last year (22,248) due to COVID-19.
- Since March, we have only been offering curbside checkout and computer use by appointment. Library visits have plunged during this time averaging only 80 per week. Prior to Covid-19 the average was approximately 80 per day.
- Folks come into the library for more than books and dvds. Such services include library programming/classes, copying/printing/faxing, computer use, meetings and more.

2<sup>nd</sup> year of Spotlight on Speakers (runs from sep to Apr) by Janet Weir. Was cut short this year. Over 301 people attended these programs. Wide range of programming from animal communication to storm chasers to human trafficking. Hummingbirds was the most popular. Children's programming – storytime for preschoolers as well as storytime for elementary classes from Huachuca City Elementary. We hosted two kinders each week, one first grade class each week and special needs preschool monthly. Very rewarding experience. Approximately 60 children each week .

Marta Arambula – taught children stem and tech classes. She also provided 1 on 1 tech assistance to adults twice a week. Helped them set up email accounts, prepare and post videos to facebook and figure out their new phones. Director Harvey shared a counter and multiplication microprocessor that the children built.

### **PARTNERSHIPS AND OPPORTUNITIES**

- Huachuca City Community Garden

Has distributed 500 pounds of produce this year.

- Community Foodbank & Salvation Army

Monthly distributions from 60-100 cars each time.

- Family Health Care Amigos/Lending Shed

Medical equipment such as walkers can be borrowed, and provides adult continence supplies.

- George Prioleau Masonic Lodge #13

Bikes for books, they bought the bikes for top 12 readers at Huachuca City School.

### Events

- **4<sup>TH</sup> of July 2019** – Music, food and fun! 200 folks attended.
- **Back To School Fair** - Over 400 attended. 130 Backpacks Distributed. Held in conjunction with National Night Out. Southwest Gas provided all of the backpacks and helped stuff them as well. Masonic Lodge provided supplies as well.
- **Trunk or Treat** – Arizona Rangers, Whetstone Fire, S.A.H.A.R.A, Healthy Huachuca Committee and the Huachuca City Lions Club all supported this event as well as Town staff
- **Toy Run** – (Sons of Hell MC) – The MC donated many toy and were served breakfast by town staff.
- **Polar Express** – Sponsored by the Friends of the Library. A holiday favorite. Approximately 80-100 attendees.
- **Holiday Gift Basket Program** – Collected \$1150 for the program and distributed food/toys to 33 families
- **Parade**- candy given, public works participated along with Whetstone Fire.

### Grants

- **Huachuca City Digital History Project LSTA Grant** - Received \$28,150 Library Services and Technology Act grant for the Huachuca City Digital History Project.
- **Legacy Grant for Infiltration Basins** – Received a 5K Emergent Grant from the Legacy Foundation for stormwater mitigation.
- **Hotspot Lending Service** – Received a \$4,000 mini-grant from the State Library to enable us to continue our hotspot lending program.
- **Cisco Donation** - Selected by the State Library to receive approximately \$12,000 worth of equipment and installation labor from Cisco as part of a special project to boost Wi-Fi in rural libraries. Only four libraries in the state were selected for this. The boosters have been installed and have expanded Wi-Fi access to the public areas surrounding the library, making it more accessible to our community. Mayor Wallace states this blankets the whole area surrounding the library including the skate park and the Senior Center.
- **Mobile Health Clinic**- Chiricahua Community Health Center came and we were one of the most successful clinics they had.

- **Friends of the Library-** Are always here to help including Polar Express, purchased 16 chairs for the Library, purchased prizes for the Summer Reading Program, and donated money to help defray the costs of the newsletter.

Senior Center

New Flooring was installed in July and roof was repaired.

Re-opened to the public on Wed, Aug 21st with amazing volunteers. Classes were being held already.

Senior Game Nights held on the 1st & 3rd Thursdays; are very popular!

Held an Open House on Oct 25th. Organizations from throughout the county attended.

Was a great event & well attended.

The volunteers have started a clothing exchange and unofficial food bank.

Senior Center needs a new name and a commercial kitchen.

**E.3 Discussion [Chief Thies]: Department Annual Report-** Chief Thies will present his annual report on the Police Department.

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

Mayor Wallace states that Chief Thies is taking some much deserved and needed vacation time so Sergeant Thompson will be taking his place.

Sergeant Thompson states that for the past six weeks or so there have been struggles with aligning the finances and making sure all the bills are paid. He commends Finance Director Wenc for all of her hard work and states she has consistently been staying late. She is always happy to help and find the answers to questions.

Sergeant Thompson advises that COVID has changed how the department works. They are using technology more, calling people back instead of going to their houses. There are a lot of challenges in the Police Department and they will continue going forward. There were over 5,000 calls this year. He advises that there is CP Patrol, which many are not aware of in which they are out checking the parks, houses and checking other things around the city that need to be checked. In the statistics it shows 1,029 checks. There are also citizen initiated checks which is where a citizen calls and requests a check of their residence. The report shows 16 DUI arrests this year, however he is not sure if this is accurate due to the increased number of DUI drugs which are harder to identify and take more training. He is the only phlebotomist on the department and does all of the blood draws, which are required for DUI drugs.

Two of the department's vehicles have gone down in the past week and a half. Due to warranties the repairs should only cost around \$2000.00 instead of \$4000.00. That is still a large hit to the small budget. There are things that can't be controlled such as the Corona Virus, the department just has to do the best they can.

They will be pushing for grants this year. Animal Control will be doing more than they have in the past including working with Corporal Arnett to take care of all sales at Public Surplus. Lexpol is a great resource for training online that Corporal Arnett will be running. Sergeant Thompson invites Councilmember to go on ride-alongs to see what they are doing. Councilmember Banks says that these past few reports have be the finest they have ever seen from the Police Department, keep it up and thank you for the detailed information.

**E.4 Discussion [Director Halterman]: Department Annual Report-** Director Halterman will present his annual report on Public Works.

<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: Councilor Hirshberg</b>	

Director Halterman advises the Public Works Department is responsible for Drinking Water System, Wastewater System, Traffic Engineering, Parks, Public Buildings, Recreation, Streets, Vehicle Maintenance, City Pool, Assist Landfill Operations, and Heavy Equipment. All of this is accomplished with only four people. Public Works Department in the last three years has only had two days missed of work due to work related incidents. This is because they work safely. In March we lost our Arizona Department Corrections Crew for COVID-19, at present time we have no schedule time set for when the inmate crews will be allowed to return to work for the Town of Huachuca City.

Two key positions were unoccupied for one employee out for a personnel medical leave and open position in Public Works. That left only two full time employees taking care of all Public Works responsibilities and needs for the Town of Huachuca City.

The Landfill Department and Public Works Director was under the same supervision that went through a period which the Public Works Director and Public Works employees had to staff positions in order the keep the daily operations running in the Landfill due to staffing problems. All ADEQ inspections under the Drinking Water System, Wastewater System and the Huachuca City Landfill were passed and meet all ADEQ Compliance.

Purchase of the Freight Liner Roll Off Truck allowed a savings which stop, Waste Management to be paid to empty the roll of Containers in the Landfill.

Public Works was allocated \$10,000 dollars, purchased, and design the new Ford 450 Flatbed Service Truck for Landfill. Which has upgraded the preventive maintenance for all heavy equipment. The end cost came to \$10,033 dollars.

Throughout the fiscal year, Public Works has maintained the Drinking Water and Wastewater System with less than 10 Percent Down Time service for the Town of Huachuca City.

Capital project have been started to reinstate the City Buses to serve our community and surrounding community's. At present time Public Works is working with Sierra Vista Fleet Maintenance to have all three buses certificated to meet all requirements for Grant Money which we have been allocated. All 3 busses are back and running.

With the increase rates for the Drinking Water Distribution System, at present time the bank account has a balance of \$106,442 dollars. Staying in the black each month.

Along with the rates increase for the Wastewater System, at present time the bank account has a balance of \$74,161 dollars. Staying in the black each month.

The HURF Fund has a balance of \$166,344 dollars, it is in the 2021 Budget to have a new brush and complete service on the Wheel Broom for street maintenance.

State Infrastructure Fund, bank account as a balance of \$173,075 dollars for development with the Town of Huachuca City.

Outstanding Job, on the Public Works side of PPC / ISO "PUBLIC PROTECTION CLASSIFICATION". ISO has completed its analysis of the structural fire suppression delivery system in our community. The resulting classification 04/4X Effective Date: October 01, 2020.

During the upcoming year, the Public Works Department and Suzie will continue working on many capital improvements projects within our parks system. All improvements will improve the aesthetics as well as enhance our residents' quality of life.

One major goal is to find ways we can save on purchasing, improve maintenance, certificate new employees' key positions within the department. This will enable the Public Works Department to continue to complete standardization of policies, regulations throughout the department and the future for the Town of Huachuca City.

The Public Works will continue to work with all other departments and outside agencies to improve operations in FY 2020 - 2021.

Councilmember Butterworth asks about the one work related incident involving ingestion, and what someone ingested. Director Halterman advises it was heartburn.

## **F. New Business Before Council - Mayor**

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Mayor Wallace announces that he is moving item F.5 up before item F.1.

**F.5 Discussion only [Mayor Wallace]:** Update on the Town's Insurance Services Office "ISO" fire protection rating.



<b>Motion F.5: Open item for discussion</b>		<b>Action: Open</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Councilor Hirshberg</b>	

Mayor Wallace calls Fire Chief Bidon up. Mayor Wallace advises that many people have been asking and what a lot of people didn't understand was that this wasn't a quick fix. It was due to an extreme lack of record keeping from the Fire Department. Due to the efforts of Chief Bidon and the Public Works crew, this has been fixed. Chief Bidon states that this was all possible due to the work of his team and the Public Works team. There was a lot of work done to achieve this rating. The Town was originally at a five, there was a lack of records which brought it to a ten. Chief Bidon warned everyone that this would not be an overnight process and he knows that residents got frustrated. He could have submitted within a year, but it might have only gone to an eight. Getting a four with the three years of records is good. He is happy with that. He is waiting for input on how to get to a three and if it is feasible they will work toward that. The three main things for ISO ratings is the Water Delivery System, Communication System and having Whetstone being dispatched by Seacom they get almost all ten points whereas being dispatched by Huachuca City they got less than a point, and the firefighters being certified and trained. They also look at value versus loss on a fire and the reporting on a fire. Details are vital because recalls are determined due to these reports. Chief Bidon appreciates the citizens and business owners of the Town and thanks them for their cooperation in inspections. Chief Bidon also advises citizens to get Knox boxes so that the Fire Department has a key to their home in case of emergency. These cost \$185 each and can't be provided but he does recommend them. Annual inspections were stalled due to COVID-19 however he expects them to resume soon. Getting the two new engines was also a help because they are the most compliant available. The ISO number is good for 7 years unless we try to go and improve it again. Another thing that helped with the rating was going to the school, fire prevention with the kids. Mayor Wallace thanks them for all the hard work and says he knew we would get there.

**F.1 Discussion and/or Action [Dr. Jim Johnson]:** Approval of a Conditional Use Permit Application (CUP2020-1). Applicant, Properties Plus, proposes the use of repairing of utility terrain vehicles and automobiles at their property located at 332 N. Huachuca Blvd. (Tax Parcel #106-51-093).

Mayor Wallace allows Mr. Goede to speak on item F.1.

Mr. Goede states that he is good with the CUP permit being approved but he does not believe that they should have a restriction on their hours of operation to the 7:00am to 7:00pm as Dr. Johnson had stipulated in the CUP meeting. He believes there is an unjustified restriction involved with this. In business sometimes you have to stay late and finish work to meet deadlines. He does not believe there will be a noise problem due to the block building and the minimal amount of noise that mechanics usually produce. This could bring forth negative comments about this business due to not being able to meet deadlines.

<b>Motion F.1: 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 shares the location of 332 N. Huachuca Blvd. and the site plan of the building. This type of business is allowed but there is a small portion of the building where the lifts will go that requires the CUP. This small part is the only part that the CUP applies to, not the rest of the building or the parking lot. That area would be the only area with the time restriction, and was not placed by Dr. Johnson, but the tenant was asked for hours and those were the hours provided by the tenant. This will be a UTV repair business with the building owned by Mr. Goethe and the tenant being Mr. and Mrs. Hopper. There were 25 questions asked of them before the Public Hearing was held and they answered them all before the hearing. He explains the changes to the building and where work will be done. This will only be a general automotive business, no large equipment or semis or anything of that nature. The Town code states that when a CUP is issued, once it leaves the building for one year, it expires, but it does take a decision from council to cancel it. The building owner would like approval for 18 months instead of the normal 12 months. Dr. Johnson also advises that the building owner has also purchased the two adjoining lots on the North side of the property in hopes of expanding to sales of new UTV's. Dr. Johnson recommends that the CUP be approved with no reservations.

Mr. Goethe is excited about bringing this business to the Town. He describes some of his prior projects. He hopes this will help build the Town. He does request that there be no limitations on hours. He also requests that the CUP not expire at 12 months but at 18 months due to it taking time to find a new tenant should the current ones leave.

Mr. Hopper describes the business as major and minor repairs of UTV's and automobiles. They are not the applicants but the tenants and are here to support the Applicant. They are excited to bring this business to the Town and be a part of the Community.

Mayor Wallace asks Attorney Benavidez if we can approve the extension from 12 months to 18 months regarding the expiration timeframe. Attorney Benavidez states that it can not be extended due to the current code not being able to be changed right now. Dr. Johnson advises that Council will have to approve the expiration so an extension could be asked for at a later time.

Mayor Wallace agrees that the noise will not be a problem and that the limitation on time would not be necessary. Councilmember Banks disagrees and states that she believes that there would be a possibility of noise. Dr. Johnson reminds Council that this only applies to the lifts. Any other part of the building will have no such restrictions so they will be able to work on vehicles. Councilmember Banks asks Dr. Johnson if he believes the building will be sound proof enough to not have a noise problem. Dr. Johnson does not believe because of the construction of the building it will be a problem. Councilmember Butterworth asks about the time restriction imposed on Gardner's Garage. Dr. Johnson advises that there is no kind of insulation or sound barrier in the Gardner's building like there is in this building. Mayor Pro Tem Johnson states there is a noise ordinance and she does not believe it will be a problem.

<b>Motion F.1: Approve CUP 2020-1 with no time restriction</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro Tem Johnson</b>	

**F.2 Discussion and/or Action [Spencer Forsberg]:** July 2020 Town Finance report.

<b>Motion F.2: 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>	

Spencer Forsberg states for the fiscal year the General Fund shows a profit of \$77,000.00. Mayor Wallace advises that there was a guess that it would be around \$12,000.00 so that is great news. Mr. Forsberg states that there is \$130,000.00 in the Water savings account, \$89,000.00 in the Sewer Savings and an \$8,000.00 profit in the garbage fund. The Landfill broke even due to unexpected maintenance costs were \$120,000.00 and budget was \$40,000.00. Audits are coming up with Hinton Burdick.

Mayor Pro Tem says great job. Thanks.

Mayor Wallace says this is good stuff and a long time coming to get a report like this. It's a complete testament to staff. This allows us to plan ahead.

**F.3 Discussion and/or Action [Mayor Wallace]: Landfill Expansion Permit-** Mayor Wallace will discuss any next steps/actions to be taken to move forward with the Landfill Expansion Permit process.

<b>Motion F.3: 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>	

Mayor Wallace says that he wanted to discuss this further based on a report by Director Howe. It is best to have the permit, the expansion does not have to happen. Director Howe is not completely positive of the location, Mayor Pro Tem Johnson wants to know if it is directly behind the houses. Director Howe also advises there is plenty of room in the current area before the expansion would be needed. Councilor Banks asks if maps could be provided to show the exact placement. Director Howe will provide this. Councilor Butterworth asks about the life expectancy of the current permit, Director Howe estimates it to last until approximately the year

2040. Mayor Wallace states its better to get it now, so if Director Howe can have maps for the next meeting it can be pushed forward.

**F.4 Discussion and/or Action [Town Attorney]: Opioid Litigation Update / Purdue Pharma Bankruptcy Claim Process [Case No. 19-23649 (RDD) (Bankr. S.D.N.Y.)]** - The Town Attorney will provide an update on the status of this matter and will seek the Council's authorization to join with other municipalities in the country to assert consolidated claims in the bankruptcy case against Purdue Pharma. If deemed necessary by the Council, the Council might vote to convene in executive [closed] session for legal advice and consultation, pursuant to A.R.S. 38-431.03 (A)(3) & (4). Any final action on this item will take place in public (open) session.

<b>Motion F.4: 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>	

Attorney Benavidez advises that there is no executive session needed. Most people are aware of the opioid crisis. Now that the company is in Bankruptcy you have to file a claim now, so Attorney Benavidez went ahead and filed, based on the previous decision by council to stay with the other municipalities.

<b>Motion F.1: Authorize Filing of the Claim in the Bankruptcy Court with the Consortium</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro Tem Johnson</b>	

**F.6 Discussion and/or Action [Mayor Wallace]: Executive Session-** The Council might vote to convene in executive [closed] session for employment matters, pursuant to A.R.S. 38-431.03 (A)(1), to discuss the employment and resignation of Town Manager, Phillip Cushman. Any final action on this item will take place in public [open] session.

<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 Hirshberg</b>	

Mayor Wallace advises that Mr. Cushman wishes to have his employment matters discussed in open session. Mayor Wallace asked Mr. Cushman on July 13<sup>th</sup> for his resignation. Mr. Cushman obliged. Tenure would be through September 30, 2020.

<b>Motion F.1: Accept Mr. Cushman's Resignation with tenure through September 30,2020.</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro Tem Johnson</b>	

**F.7 Discussion and/or Action [Mayor Wallace]: Appointment of an interim Town Clerk.**  
Pursuant to A.R.S. 9-237, the Town Council is required to appoint someone to serve as Town Clerk,

<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>	

Mayor Wallace recommends Director Harvey for this required position. She has been with the Town for quite some time and most of the employees respect her. Councilor Banks asks if Director Harvey will be taking the upcoming training. She will not since she is just the Interim. Councilmember Banks advises that leaves an empty seat in the training. Mayor Wallace advises it has been postponed until later in the year, however Ms. Thorpe advises that has been changed to June of 2021. Mayor Wallace advises that Director Harvey should get a raise of \$8/hr. Councilor Trate asks if she will have time. Mayor Wallace states that she will.

<b>Motion F.1:Appoint Ms. Harvey to Interim Town Clerk with an \$8/hour raise</b>		<b>Action: Approved</b>
<b>Moved by: Mayor Wallace</b>	<b>Seconded by: Mayor Pro Tem Johnson</b>	

- G. Items to be placed on future agendas**  
 Landfill Expansion  
 Bus Project  
 Signal Project

**H. Reports of Current Events by Council**

Councilor Butterworth reports the food distribution was moved to Whetstone.  
 Mayor Pro Tem Johnson wants to make sure the Town Clerk position is placed in the newspaper.

I. Adjournment

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

Meeting Adjourned: 8:50 pm

Approved by Mayor Johann R. Wallace on June 25, 2020.

  
Mr. Johann R. Wallace  
Mayor

Attest:   
Ms. Suzanne Harvey,  
Interim 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 11, 2020. I further certify that the meeting was duly called and a quorum was present.

  
Ms. Brandye Thorpe,  
Office Manager