



# TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE  
HUACHUCA CITY TOWN COUNCIL  
November 05, 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: 7:00pm  
The Pledge of Allegiance was led by: Mayor Wallace  
The invocation was offered by: Elder Thomas**

### **Roll Call.**

**Present: Johann Wallace, Donna Johnson, Joy Banks, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Post, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting).**

### **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 Steven Hasson.

Mr. Hasson: I would like to introduce myself, I am on the Whetstone Fire District Board of Directors and also here is Donna Graybill, the Chairperson. We just wanted to come over and say hi and establish a good relationship and I think that's important now because our Fire Chief has retired and so we're in a period of uncertainty but with Donna's guidance we have an action plan for a new Fire Chief and an Interim Fire Chief probably. We intend to work closely with you to ensure that the transition is seamless and the relationship is stronger. My background is 35 years in public service, I served as a City Manager in several locations around the United States. Elected County Supervisor for many years.

### **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 Regular Council meeting held on October 22, 2020.
- C.2** Consider approval of the Payment Approval Report.
- C.3** Consider approval of the disposal of 6 ft extendable ladder, miscellaneous NASCAR items, desk phone, miscellaneous tools, crystal lamp, clock, vintage camera, vintage radio, and a household serving tray through Public Surplus.

**Motion:** , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

**Motion:** Approve the items on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Jean Post.  
Motion passed unanimously.

#### **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 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, consultation and to direct its attorneys 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"]. Following the executive session, the Council might take action to direct its attorneys.

Mr. Benavidez: I feel bad, I know we usually wait until the end of the meeting for Executive Session, but he waits in the office for us.

**Motion:** Item E.1 , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

**Motion: 7:07pm** , **Action:** Enter Executive Session, **Moved by** Johann Wallace, **Seconded by** Donna Johnson.  
Motion passed unanimously.

**Motion: 7:17pm** , **Action:** Close Executive Session enter back into Public Session, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
Motion passed unanimously.

Mayor Wallace: No action to take, we just received an update.

**E.2 Discussion and/or Action [Suzanne Harvey]:** Resolution No. 2020-24 authorizing approval of an intergovernmental agreement with the State of Arizona to join the Arizona Cooperative Purchasing Program. Cooperative purchasing is authorized by the Town Code, Section 3.05.090, as an alternative to the Town's procurement process.

**Motion:** Item E.2, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Director Harvey: Essentially what this does is it allows us to use state contracts that have already been approved through the state without the need for the request for proposal (RFP) process. This saves time and money and reduces the administrative burden. We definitely want to do this as we are looking at the sewer pond project. This will allow us to move forward quickly.

**Motion:** Resolution 2020-24, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Donna Johnson.

Motion passed unanimously.

**E.3 Discussion and/or Action [Suzanne Harvey]:** Resolution No. 2020-25 authorizing approval of an intergovernmental agreement with the Mohave Educational Services Cooperative to join Mohave's public purchasing program.

**Motion:** Item E.3 , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Director: This is basically the same as the previous item, however, this started out being just for schools and school districts but have since grown and expanded and now offer services to municipalities, counties and government agencies too. They do a lot of good work. They may come in handy particularly for the Library because they have contracts for educational things but they do everything as well.

**Motion:** 2020-25, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Donna Johnson. Motion passed unanimously.

**E.4 Discussion and/or Action [Suzanne Harvey]:** Director Harvey will give an update regarding the sewer pond closure project.

**Motion:** Item E.4, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Director Harvey: Doc, Jim and I met with SJ Anderson Company who came down with their engineer from Team Converse. We want to move forward, they are going to be very helpful. They have already set up a timeline and they plan to come down here on November 19, 2020 to do a work session with Council and then we'll have it on the Agenda for Council approval that evening.

Jim Halterman: These guys are our liaison between us and ADEQ. It's like having a grant writer, they are our permit writer.

Suzanne Harvey: They will also help with getting Wifa funding.

Mayor Wallace: You said there's a project timeline?

Suzanne Harvey: There is, I just got it yesterday.

Jim Halterman: They also have a backup plan if we can't go through Wifa for other funding.

Mayor Wallace: So we have a work session on the 19<sup>th</sup>, letting you know that's scheduled at 6pm. Could you send out that timeline?

Suzanne Harvey: I will Sir.

**E.5 Discussion and/or Action [Mayor Wallace]:** Council might take action to hire a new Town Manager and might also discuss and establish the salary and other terms of the position. The Council might go into executive [closed] session, pursuant to A.R.S. 38-431.03(A)(1), to discuss these matters, but any final action will take place in open session.

**Motion:** Item E.5 , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

**Motion:** 7:22pm , **Action:** Enter Executive Session, **Moved by** Johann Wallace, **Seconded by** Donna Johnson.  
Motion passed unanimously.

**Motion:** 7:32pm, **Action:** Close Executive Session and open back up to Public, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
Motion passed unanimously.

**Motion:** Select Ms. Suzanne Harvey as our next Town Manager, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.  
Motion passed unanimously.

**Motion:** Town Attorney to develop a contract and bring it back to Council for decision, **Action:** Direct Staff, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.  
Motion passed unanimously.

**E.6 Discussion and/or Action [Chief Thies]:** Chief Thies will seek approval for a street sign at Buckskin Dr. stating "Not a Through Street".

**Motion:** Item E.6, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

**Motion:** This street sign, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.  
Motion passed unanimously.

**E.7 Discussion and/or Action [Director Howe]:** Authorization to engage the firm of Logan-Simpson to perform the Phase I Environmental Assessment and Biological and Cultural Resources surveys and reports for Parcel 5 of the landfill.

**Motion:** Item E.7 , **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.

Environmental Services Proposal Evaluation Oct 20,2020

Firm Name	Scope of Work	Price	Schedule	HAWE Comments
1.Harris Eviron Group	Biological Review CIs III Cultural Res. Invest. Phase I Eviron. Site Assmt.	\$12,554	30 days	Proposal very brief. Lacks detail. Cannot tell what really is to be done. Lowest Price. Schedule seems reasonable. When requesting proposal there was a lot of back/forth repetitive discussion. Made me think they weren't listening. Worried about thoroughness of final product.
2.ACS	Biological Review Cultural Res. Inventory	\$20,535	10-12 weeks	Proposal emphasized Bio and Cultural investigations. No Phase I Enviorn. Big emphasis on Cultural investigation. Highest price. Longest schedule at 90 days. Wanted 33% upfront retainer plus CADD data files plus other data.
3.LoganSimpson/Parti	Phase I Eviron. Assmt. Bio Survey Cultural Resources	\$16,200	30-35 days	Proposal responsive and thorough enough to detrmine what will be done. Price in the middle. Schedule seems reasonable. Proposal was clearly laid out and easy to follow.

Jay Howe: I'm recommending Logan Simpson for the cost of \$16,200.00.

**Motion:** Engagement of Logan Simpson for the Phase I Environmental Assessment and Biological and Cultural Resources surveys and reports for Parcel 5 of the landfill, **Action:** Authorize, **Moved by** Johann Wallace, **Seconded by** Donna Johnson.  
Motion passed unanimously.

Mayor Wallace: Before we move on to item F, we do have a new resident, one who hasn't been here before, who did submit a call to the public slip and I want to give him a chance to come up and speak, so Mr. Dawson.

Lawrence Dawson: I'm outside city limits, but about a year and a half ago I had an extremely large water bill, \$458.00. The city meter said I used 186 thousand gallons of water. I don't know that I could use that much if I turned on the hose and let it run for 30 days, but I had no choice but to pay the bill. Previously the month before there was a \$275 water bill. The city replaced the meter and charged me \$75 for that. If your equipment is broken I shouldn't have to pay for that, it's your error. What I was told was that instead of reading 100 gallons, it was reading 100 gallons as 1000 gallons. They replaced the meter and it hasn't been an issue since. I didn't have a leak, that wasn't the issue. I had spoken to the previous city manager and the one before that too but he left and he hadn't gotten what he needed. It's just been sitting in limbo since. Maybe somebody can find out what's right and I know this city's not in a position to give me my money back but maybe we can adjust the bill accordingly. Like I said I'm not in any rush.

**F. Department Director reports**

Mayor Wallace: Council should have received the reports, do you have any questions for anyone? Has anything changed since you submitted them Directors?  
Suzanne Harvey: I just want to say thank you to everyone who came out and helped with the Creepy Candy Cruise. We had 91 cars go through. I appreciate it. A lot of staff that wasn't there donated candy or money to buy candy so I really appreciate the support.

**G. Items to be placed on future agendas**

Mayor Wallace: The contract. Election results. Road closures or discussions for the parade.

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

Mayor Pro Tem Johnson: Everything went really smooth for Halloween and they did a great job setting up tables and everything.  
Mayor Wallace: As it was mentioned by Steven, the resignation of the Fire Chief, I still want to have a work session with Whetstone so we need to figure out a date that works.

**I. Adjournment**  
**7:44pm**

**Action: Adjourn, Moved by Johann Wallace, Seconded by Cristy Hirshberg.**  
**Motion passed unanimously.**

Approved by Mayor Johann R. Wallace on November 19, 2020.

\_\_\_\_\_  
Mr. Johann R. Wallace  
Mayor

Attest: \_\_\_\_\_  
Ms. Brandye Thorpe,  
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 September 10, 2020. I further certify that the meeting was duly called and a quorum was present.

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Ms. Brandye Thorpe,  
Town Clerk

DRAFT