



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
September 9, 2021 AT 6:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor 6:00pm

- a. Pledge of Allegiance

Led by Mayor Pro Tem Hirshberg.

- b. Roll Call and Ascertain Quorum

Roll Call.

Present: Keith Settlemyer, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Smelt, Jeffrey Ferro, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting).

Absent: Johann Wallace.

- c. Invocation

Led by Elder Thomas.

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.

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.

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 Approval of the Minutes of the Regular Council Meeting and Executive Session held on September 9, 2021.

C.2 Approval of the Payment Approval Report.

Motion: Items C.1 and C.2, **Action:** Open for Discussion and/or Action, **Moved by** Christy Hirshberg, **Seconded by** Debbie Trate.

Motion: Items on the Consent Agenda, **Action:** Approve, **Moved by** Christy Hirshberg, **Seconded by** Debbie Trate.
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 [Karen Lamberton]: Approval of the final draft of the Roadway Inventory Assessment. There will be a presentation from the Sierra Vista Metropolitan Planning Organization [SVMPO] and possibly the project consultant, Rick Engineering, on the final

Assessment of the greater Huachuca City area. Traffic counts, pavement conditions, need for transit stops, bicycle lanes and sidewalks may be discussed.

Motion: Item E.1, Action: Open for Discussion and/or Action, Moved by Christy Hirshberg, Seconded by Debbie Trate.

Karen Lamberton gives a presentation about the findings of the Roadway Assessment. She advises there should be a Work Session on September 15, 2021 to go over the recommendations and for Council to decide which projects to prioritize. There are just a few minor changes to be made to the final report, however these changes do not affect the content that is presented to Council tonight. There will also be some additional surveys of a couple of streets due to Council recommendations at the prior Work Session.

It is recommended that the Town Code be updated to include a Road Design Standard. Improvements that should be made by Cochise County to the roads in the portion of lower Huachuca City that is not currently a part of the Town limits are discussed. It is recommended that they be required to make these improvements before the Town should consider annexation.

Motion: The final draft of the Roadway Inventory Assessment, **Action:** Approve, **Moved by** Christy Hirshberg, **Seconded by** Debbie Trate.

Motion passed unanimously.

E.2 Discussion and/or Action [Mayor Wallace]: A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY ACKNOWLEDGING SEPTEMBER 11, 2021, AS “PATRIOT DAY” AND “NATIONAL DAY OF SERVICE.”

Motion: Item E.2, Action: Open for Discussion and/or Action, Moved by Christy Hirshberg, Seconded by Debbie Trate.

E.3 Discussion and/or Action [Mayor Wallace]: A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY DECLARING THE MONTH OF SEPTEMBER, 2021, AS “CHILDHOOD CANCER AWARENESS MONTH.”

Motion: Item E.3, Action: Open for Discussion and/or Action, Moved by Christy Hirshberg, Seconded by Debbie Trate.

E.4 Executive [closed] session [Town Attorney], pursuant to A.R.S. 38-431.03(A)(3), (4) and (7), for the Council to discuss with its attorney a proposal received from Amera Re, a Washington Corporation, for the lease and possible purchase of the Town’s property located at 830 Arizona Street. The Council might take action to instruct the attorney to draft appropriate documents for the transaction.

Motion: Item E.4, Action: Open for Discussion and/or Action, Moved by Christy Hirshberg, Seconded by Debbie Trate.

Motion:6:44pm , Action: Enter Closed Session, Moved by Christy Hirshberg, Seconded by Debbie Trate.
Motion passed unanimously.

Motion:7:16pm , Action: Enter Open Session, Moved by Christy Hirshberg, Seconded by Jean Smelt.
Motion passed unanimously.

Motion: Draft a formal document and negotiate terms for the lease and possible purchase of the Town's property located at 830 Arizona Street, Action: Direct Staff, Moved by Christy Hirshberg, Seconded by Debbie Trate.
Motion passed unanimously.

F. Department Director Reports

Stephanie Fulton advises of the ribbon cutting ceremony at the book box at the Community Center yesterday.

Sam Foster advises of an increase in calls. Both of the Fire Department roofs are in need of repairs. Several staff members have been out due to Covid 19. Fire School had to be cancelled due to the staff shortage. Chief Robert Jarvis Jr. will be starting on September 13th. Dr. Jim Johnson asks that everyone mow their lawns and alleys.

G. Items to be placed on future agendas

H. Reports of Current Events by Council

Councilmember Jean Smelt got to attend the Arizona League of Cities for a short time. On September 11th the Warrior Healing Center is hosting festivities in Sierra Vista.

Councilmember Trate also attended the League Conference.

Councilmember Settlemyer also attended the Conference.

Councilmember Butterworth reminds everyone to read their water bill and the included newsletter.

Mayor Pro Tem also attended the Conference and got a lot of good information.

I. Adjournment

Motion: 7:23pm, Action: Adjourn, Moved by Christy Hirshberg, Seconded by Cynthia Butterworth.

Motion passed unanimously.

Approved by Mayor Johann R. Wallace on September 23, 2021.

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 9, 2021. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk