



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
January 28, 2021 AT 7:00 PM
COUNCIL CHAMBERS
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 CONDUCT PUBLIC MEETINGS IN A REMOTE ACCESS FORMAT. THESE MEETINGS WILL BE LIVE-STREAMED. MEMBERS OF THE PUBLIC MAY ATTEND THESE MEETINGS BY GOING TO [OR CALLING TO]: <https://www.facebook.com/HuachucaCityAZ> or 520-844-2096. 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 7:06pm

- 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.

Roll Call.

Present: Johann Wallace, Donna Johnson (by phone), Keith Settlemyer, Cynthia Butterworth, Christy Hirshberg, Debbie Trate, Jean Post, Suzanne Harvey (Not voting), Brandye Thorpe (Not voting), Thomas Benavidez, Attorney (Not voting, by phone).

Invocation: Due to being closed to public at this time, Mayor Wallace asks for a moment of silence.

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 Regular Council meeting and the Council work session held on January 14, 2021.
- C.2** Consider approval of the Payment Approval Report.
- C.3** Consider approval of the disposal of a 2003 Cadillac Deville, 1998 Volkswagen Cabrio, Toyota 4Runner, Ford Ranger, Dodge Dakota, a Toyota Zion and the old animal shelter building through Public Surplus.

Motion: Consent Agenda, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

Motion: Items listed on the Consent Agenda, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.
Motion passed unanimously.

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]: Mr. Forsberg will review the Town's finances for the month of December.

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

Mr. Forsberg reviews the financials for the month of December to include that the bank accounts are balancing with what the financials show. General Fund revenue of \$162,944.00 expenditures of \$93,000.00 leaving \$69,564.00. Tax revenue is coming in right now. Police fines didn't make it in in December so there will be a double entry in January. Whetstone Fire payment is coming up in January. Water fund revenue \$29,802.00 and expenditures of \$13,993.00. YTD \$88,979.00 to the positive. Sewer fund revenue \$20,785.00 and expenditures of \$15,593.00. YTD \$24,000.00 in the black. Garbage fund revenue \$11,941.00 and expenditures of \$11,842.00. YTD break even. Landfill revenue \$107,315.00 and expenditures of \$88,705.00. YTD strong number.

Councilmember Trate asks about Miscellaneous. Why is the revenue \$6,800. Can't that go to other accounts.

Mr. Forsberg agrees that it can, it is a catch all and the funds need to be allocated to the correct places.

Councilmember Post asks why the Police expenses maintenance and supplies is over budget by 302%, has something been miscoded?

Manager Harvey believes that this is due to aging vehicles and accidents.

Councilmember Post points out that this is not the vehicle maintenance line, it is different.

Mr. Forsberg advises it will be looked into. He also states that the auditors are almost done. They just have a few more items to wrap up.

E.2 Discussion and/or Action [Suzanne Harvey]: Manager Harvey will request renewal of the Town's contract with Dr. Jim Johnson of Southwest Building Inspection Service to continue to provide the Town with planning, zoning and building official services.

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

Mayor Wallace asks if there is any change in cost.

Manager Harvey advises there is no change for the next year, then \$200/month the next year and the third year would be an additional \$200/month increase. She recommends that we do a 3 year contract at these terms.

Mayor Wallace states that we are getting more than what is in the Agenda item and just think back to the presentation he did a few meetings back, and the changes and improvements that have been made. He has no problem moving forward with this.

Councilmember Butterworth adds that he was generous considering our previous financial situation that he did not increase his contract request for a few years.

Motion: The 3 year contract with Dr. Jim Johnson of Southwest Building Inspection which will include in year two an increase of \$200/month and year three will include another increase of \$200/month, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth. Motion passed unanimously.

E.3 Discussion and/or Action [Chief Thies]: Chief Thies will ask for Council direction regarding the proposed Civilian Review Board for the Police Department.

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

Mayor Wallace advises there was a work session prior to this meeting. He believes staff knows what needs to be done.

Motion: To proceed with the modifications and updates to the Civilian Review Board as discussed during the work session, **Action:** Direct Staff, **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth. Motion passed unanimously.

F. Department Director Reports

G. Items to be placed on future agendas

H. Reports of Current Events by Council

Councilmember Butterworth advises of the SVMPO meeting and the new Vice Chair is Mayor Wallace. There was the food distribution with about 80 cars.

Mayor Wallace confirms he is the Vice Chair of the SVMPO. He advises that there has been a reduction in the SVMPO budget. They are about to wrap up our light out front. There is a road assessment going on right now.

Councilmember Post asks about the parks project, Mayor Wallace asks Town Clerk to provide a Director report regarding this. Clerk Thorpe advises the environmental study has been completed and there will be a publication in Sunday's paper regarding the release of funds. Approximately February 16, the Town will be able to officially request the release of funds.

I. Adjournment

Motion: 7:20pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

Approved by Mayor Johann R. Wallace on February 11, 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 January 28, 2021. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk