



TOWN OF HUACHUCA CITY

The Sunset City

**MEETING MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
March 24, 2022 AT 6:00 PM
COUNCIL CHAMBERS
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Mayor Pro Tem 6:00pm

- a. Pledge of Allegiance

Mayor Wallace.

- b. Roll Call and Ascertain Quorum

Roll Call.

Present: Johann Wallace, Jean Smelt, Jeffrey Ferro, Cynthia Butterworth, Keith Settlemeier, Christy Hirshberg, Debra Trate, Attorney Thomas Benavidez (not voting), Manager Harvey (not voting), Clerk Brandye Thorpe (not voting).

- c. Invocation

Led by Pastor Carns.

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

- C.1 Consider approval of the Minutes of the Regular Council Meeting held on March 10, 2022.
- C.2 Consider approval of the Payment Approval Report.
- C.3 Consider approval of the disposal of a 1991 Chevrolet 2500, VIN #1GBJV33N6MF306951 through Public Surplus.

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

Mayor Wallace confirms that the vehicle listed is the old Animal Control Vehicle.

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

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.

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 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.1 Discussion and/or Action [Spencer Forsberg]: Presentation of the Town's financial reports for the month of February.

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

Spencer Forsberg gives a recap of February's financials, including a few issues that are being worked on and corrected. Some of these were already corrected partway through the month. The most important one is the animal control fees, which show a large profit. Those amounts should actually be credited to the landfill, as they were landfill account payments that were coded to the wrong account. Water sales were low this month as well, we are looking into that. General Fund revenue is at about \$130,000.00 and expenses of \$116,000.00. Year to date performance is close to projected in the budget. Water revenue shows a loss of \$14,000.00 but that is one of the ones mentioned that we are looking into. Sewer shows revenue of \$22,000 and expenses of \$5000.00 so in the black \$17,000.00 for the month. Garbage fund revenue of \$12,499.00 and after contractor and admin fees we zeroed out. Landfill revenue of \$106,460 and expenses of \$98,271.

E.2 Discussion and/or Action [Christy Hirshberg]: Approval to close Gila Street between Skyline Drive and School Drive on April 9, 2022, between the hours of 9:00 a.m. and 1:00 p.m. for a Lion's Club Car Show.

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

Motion: Closure Gila Street between Skyline Drive and School Drive on April 9, 2022, between the hours of 9:00 a.m. and 1:00 p.m. for a Lion's Club Car Show.

, **Action:** Approve, **Moved by** Johann Wallace, **Seconded by** Jeffrey Ferro.

Christy Hirshberg abstains from voting.

Motion Passed

E.3 Discussion and/or Action [Jim Halterman]: Update about the location and storage of maps and plans for Town utilities, infrastructure and facilities.

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

Jim Halterman advises that the process is about 80% complete. He is looking into getting a shed for storage. He advises that currently they are all stored in the public works building. He also advises of the disposal of many blueprints that were not needed. He also had a book made of all of the Town's water and sewer maps. These were a result of cooperation with TAC to get these things mapped and combined.

E.4 Discussion and/or Action [Suzanne Harvey]: Approval of a schedule for Council work session meetings to discuss the budget for fiscal year 2023.

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

The schedule is discussed and Work Sessions will be on April 21st and May 19th at 6pm.

Motion: Schedule budget work sessions on April 21st and May 19th at 6pm, **Action:** Direct Staff , **Moved by** Johann Wallace, **Seconded by** Jeffrey Ferro.
Motion passed unanimously.

E.5 Discussion and/or Action [Suzanne Harvey]: Resolution 2022-01 – APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT WITH FRY FIRE DISTRICT FOR FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES.

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

The contract is discussed and some minor changes are requested.

Motion: Resolution 2022-01 INTERGOVERNMENTAL AGREEMENT WITH FRY FIRE DISTRICT FOR FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES contingent upon the adjudication of the 5% CPI, the possible negotiation of 12% down to 10% on the late fees and discussion on the cost analysis related to the payroll portion back to the contract cost and authorize staff to make necessary changes as long as it is nothing too egregious of what we discussed here, **Action:** Approve , **Moved by** Johann Wallace, **Seconded by** Cynthia Butterworth.
Motion passed unanimously.

E.6 Discussion and/or Action [Mayor Wallace]: Proclamation 2022-04 - A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY DECLARING THE MONTH OF APRIL, 2022, AS SEXUAL ASSAULT AWARENESS AND PREVENTION MONTH IN THE TOWN OF HUACHUCA CITY.

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

E.7 Discussion and/or Action [Mayor Wallace]: Proclamation 2022-05 - A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY DECLARING THE MONTH OF APRIL, 2022, AS GARDEN MONTH IN THE TOWN OF HUACHUCA CITY.

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

Mayor Wallace has a video played of the Community Garden before reading the proclamation.

E.8 Discussion and/or Action [Mayor Wallace]: Proclamation 2022-06 - A PROCLAMATION OF THE MAYOR OF THE TOWN OF HUACHUCA CITY DECLARING THE WEEK OF APRIL 3-9, 2022, AS LIBRARY WEEK IN THE TOWN OF HUACHUCA CITY.

Motion: Item E.8, **Action:** Open for Discussion and/or Action, **Moved by** Johann Wallace, **Seconded by** Christy Hirshberg.

F. Reports of Current Events by Council

Councilmember Trate advises that she attended the Hispanic Chamber Mixer, where the Mayor was the speaker. She will be serving on Transportation, Infrastructure, Public Works Committee for the Arizona Cities and Towns. She has reached out to Ms. Peterson, the Board Chair, of the Arizona Corporation Commission to give a presentation on what the commission does.

Councilmember Butterworth advises that the food distribution was last Friday. There is a Public Meeting on March 21st about Veteran's Park. Spring meal will be held at the Senior Center on April 13th.

Mayor Wallace advises of an email from Senator Mark Kelley's office about earmarking funding. I will look into that more. He asks Council to start thinking about what we may want to put in a funding request for. He advises that Benson is going to be setting up a telehealth situation in the Library. Hispanic Chamber mixer was good and he gave an update on the progress of the Town and the parks projects.

G. Adjournment

Motion: 6:50pm, Action: Adjourn, Moved by Johann Wallace, Seconded by Christy Hirshberg. Motion passed unanimously.

Approved by Mayor Johann R. Wallace on April 14, 2022.

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 March 24, 2022. I further certify that the meeting was duly called and a quorum was present.

Ms. Brandye Thorpe,
Town Clerk