



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00^{PM} THURSDAY, DECEMBER 8, 2016

- A. **The Meeting was Called to Order at 7:00 p.m. and the Pledge of Allegiance was said.**
- B. **Roll Call**

Present:

Mayor: Ken Taylor

Mayor Pro-Tem: Donna Johnson

**Council Members: Johann Wallace
Walter Welsch
Christy Hirshberg**

Town Clerk/Administrator: Tammy J. Mitchell, MMC

Town Attorney: Thomas Benavidez

**Absent: Jane Hjeldness-Training
Cynthia Butterworth-Training**

- C. **Approval of Regular Minutes from the Town Council Meeting of November 23, 2016.**

Motion made by *Mayor Taylor* to open for discussion and/or action, **seconded** by *Council Member Wallace*.

Motion made by *Mayor Taylor* to approve the minutes of November 23, 2016, **seconded** by *Mayor Pro Tem Johnson*.

4-0 Motion Carried

- D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
None

E. Reports by Council Members and Officers:

1. ***Councilmember Welsch - Library/Senior Center***-Council Member Welsch reported that the Polar Express is tomorrow at 6:30 PM. The Library will close early for this event. There are two computers down in the Library and Mr. Hart from IT will be coming up with a plan on these two computers. The Senior Center voted on the board and they elected Mr. Perry and Mr. Welsch to be in charge for another year. Council Member Welsch will get the finance report for the year done and turned in to city for auditing.
2. ***Councilmember Hjeldness – Finance*** – Clerk Mitchell stated the audit should be finishing up about the 22 of December.
3. ***Councilmember Johann-Wallace-Planning and Zoning-*** Councilmember J. Wallace reported that the P & Z cancelled their meeting this month.
Councilmember Butterworth –Public Safety – Chief Thies stated on behalf Chief Allmon and himself Public Safety is going well and wanting to get through the Holidays safely. Council Member Welsch stated that there are still political signs up and could you please remove them. Chief Thies said he will take care of those.
4. ***Mayor Pro Tem Johnson - Public Works (PW)*** - Mayor Pro Tem Johnson reported that Public Works (PW) worked on putting up the lights for Christmas. Mayor Pro Tem Johnson stated that she and Supervisor Brown are going to have a check list on the equipment in the mornings before operating them. Clerk Mitchell stated that the Long Block was ordered so we can get this equipment moving.
5. ***Council Member Hirshberg-Parks and Recreation***-Council Member Hirshberg reported that tomorrow is the Tree Lighting at 6:00 PM. Also, the Parade is Saturday at 10:00 AM. After the Parade, we are having Cookies and Hot Chocolate at the Senior Center.
6. ***Mayor*** - Mayor Taylor reported that Cox Communications is pulling out of our Community. We are looking into alternatives and getting out of their Franchise Agreement. Council Member Welsch asked if they are abandoning their equipment and lines. Mayor Taylor said that we are having Attorney Benavidez checking on this and will get back with us on options for us.
7. ***Town Clerk/Administrator Report-*** Clerk Mitchell reported she will be posting the two open positions one in the Land Fill and one for Public Works.

F. Unfinished Business:

1. **Discussion and/or Action [Council Member Welsh/Clerk Mitchell]: Replacement of (7) Air Conditioning / Furnace Units on City Hall and Police Building.**

Motion made by *Council Member Welsch* to open for discussion and/or action, **seconded** by *Mayor Taylor*.

Motion made by *Mayor Taylor* to direct Town Clerk to contact the companies for a listing of like products, then pick the best one up to \$42,000, **seconded** by *Mayor Pro Tem Johnson*.

5-0 Motion Carried

G. New Business:

1. **Discussion and/or action [Town Attorney]: RESOLUTION NO. 2016-27 – Adopting Standards of Financial Disclosure for the Town’s Elected Officials, Pursuant to Town Code, Section 2.05.060, and the Provisions of A.R.S. Section 38-545.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Council Member Hirshberg*.

Motion made by *Mayor Taylor* to approve Resolution No 2016-27, seconded by *Council Member Wallace*.

5-0 Motion Carried

2. **Discussion and/or Action [Town Attorney]: Executive [Closed] Session for Legal Advice Concerning the Role and Responsibility of the Town Council Sitting as the Board of Adjustment.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Mayor Pro Tem Johnson*.

Motion made by *Mayor Taylor* to postpone the item until the Council can convene in its entirety, seconded by *Mayor Pro Tem Johnson*.

5-0 Motion Carried

3. **Discussion and/or Action [Town Attorney]: Engagement of Ellen Van Ripper, to serve as Hearing Officer for Property Taking Appeal Filed by Owner of Dusk Till Dawn, Pursuant to A.R.S. 9-500.12.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Council Member Hirshberg*.

Motion made by *Mayor Taylor* to engage the services of Ellen Van Ripper, seconded by *Council Member Hirshberg*.

5-0 Motion Carried

4. **Discussion and/or Action [Mayor Taylor]: Adopting Procedures for Preparing the Town Council’s Meeting Agendas.**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Councilmember Wallace*.

Motion made by *Mayor Taylor* to adopt the new procedures, seconded by *Mayor Pro Tem Johnson*.

5-0 Motion Carried

H. **Payment Approval Report in the amount of \$81,128.11**

Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Councilmember Wallace*.

Motion made by *Mayor Taylor* to approve the payment of \$81,128.11, seconded by *Councilmember Hirshberg*.

5-0 Motion Carried

- I. **Call to the Public: [3 min. limit] ARS38-431-01 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.

The Council had no call slips at this time.

J. **Discussion and/or Action [Town Clerk]: Items to be placed on the next agenda.**

K. **Adjournment: 7:55p.m.**

Motion made by *Mayor Taylor* to adjourn, **seconded** by *Council Member Wallace*.

5-0 motion Carried

Approved by Mayor Taylor on December 22, 2016.

Mayor, Kenneth Taylor

Attest: _____

Town Clerk Tammy J. Mitchell, MMC

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Town of Huachuca City held on December 8, 2016. I further certify that the meeting was duly called, and a quorum was present.

Tammy J. Mitchell, MMC, Town Clerk/Administrator