

**MINUTES OF THE
HUACHUCA CITY TOWN COUNCIL
MEETING HELD
THURSDAY, AUGUST 9, 2018 AT 7:00PM
HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD. HUACHUCA CITY,
AZ 85616**

AGENDA

A. Call to Order

Mayor

- Pledge of Allegiance
- Roll Call and Ascertain Quorum
- 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 by Ken Taylor at 7:00pm.

Roll Call:

Present: Ken Taylor, Donna Johnson, Cynthia Butterworth, Joy Banks, Johann Wallace, Christy Hirshberg and Walt Welsch. Also present were Town Manager Matthew Williams, Town Clerk Jennifer Fuller and Town Attorney Thomas Benavidez.

Elder James Thomas of the Bethlehem Holy Ghost Headquarters delivered the invocation.

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. There were no public comments offered.

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 Public Hearing held on July 26, 2018.

C.2 Consider approval of the minutes of the Special Meeting held July 26, 2018.

C.3 Consider approval of the minutes of the Regular Town Council Meeting held July 26, 2018.

C.4 Consider approval of the Payment Approval Report in the amount of \$67,033.26

Item C.4 was pulled from the Consent Agenda. Councilor Wallace questioned the per diem rate being paid for Council members to attend the Annual League Conference.

Motion to approve Consent Agenda Items C.1-C.3 made by Ken Taylor, seconded by Donna Johnson.

Motion passed unanimously.

Motion to approve Consent Agenda Item C.4 excluding the per diem amounts and a new amount of \$66,813.26 made by Ken Taylor, seconded by Cynthia Butterworth.

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 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 [Town Manager]: Consider approval of a fee waiver for Vision of Hope Youth Center and Mustang Mountain Cowboy Church for use of the Huachuca City Community Center on August 18, September 15 & 29, October 13 & 27, November 17 & 24 and December 22 & 29, 2018 for Free Soup Lunch.

Therese Whitney of Vision of Hope addressed the Council.

Motion to approve the fee waiver in conjunction with the previous agreement for the remainder of 2018 was made by Ken Taylor, seconded by both Donna Johnson and Christy Hirshberg.

Motion passed unanimously.

- E.2 Discussion and/or Action [Mayor Taylor]: Proclamation declaring the month of August “Child Support Awareness Month”.

Ken Taylor announced the Proclamation, no action was taken by the Council.

- E.3 Discussion and/or Action [Councilor Banks]: Recommendation of Planning and Zoning Commission, approving Jeffrey Ferro’s appointment to the Commission.

Motion to approve Jeffrey Ferro’s appointment to the Planning and Zoning Commission was made by Ken Taylor, seconded by Cynthia Butterworth.

Motion passed unanimously.

- E.4 Discussion and/or Action [Councilor Banks]: Acceptance of Nicole Hardas’ resignation from the Planning and Zoning Commission.

Joy Banks motioned to accept the resignation of Nicole Hardas from the Planning and Zoning Commission, seconded by Ken Taylor.

Motion passed unanimously.

- E.5 Discussion and/or Action [Councilor Banks]: Recommendation from Planning and Zoning Commission pertaining to the Site Review for the Coca-Cola Office Expansion Project completed on August 1, 2018.

Dr. Johnson gave the Council a brief summary of the Coca-Cola project. Joy Banks motioned to approve the Planning and Zoning Commission’s recommendation, seconded by Donna Johnson.

Motion passed unanimously.

- E.6 Discussion and/or Action [Councilor Welsch]: Recommendation to change order of business for public meetings of the Council to move staff reports to the beginning of the agenda, and to amend the Town Code, Section 2.20.060 “Order of Business”, to allow the Council to change the order of business for its meetings by adopting resolutions of the Council.

Walt Welsch motioned to have staff begin the process of changing the order of business for public meetings of the Town Council, seconded by Ken Taylor.

Motion passed unanimously.

Motion to move items E.11 and E.12 to the next items for discussion and/or action made by Walt Welsch, seconded by Johann Wallace.

Motion passed unanimously.

- E.7 Discussion and/or Action [Mayor Taylor]: Direction to staff to research options for an agreement of administrative operations for the Senior Center.

Ken Taylor motioned to have staff research options for agreements of administrative operations for the Senior Center, seconded by Donna Johnson.

Motion passed unanimously.

- E.8 Discussion and/or Action [Councilor Welsch]: Adoption of Resolution 2018-18 – Establishing a Policy for Assignment of Councilmembers’ Commissions and Department Liaison Responsibilities.
*Ken Taylor motioned to adopt Resolution 2018-18, seconded by Joy Banks.
Motion failed unanimously.*
- E.9 Discussion and/or Action [Mayor Taylor]: Direction to staff to create a section in Town Code addressing the IT Department and access to town computers and systems.
*Ken Taylor motioned to direct staff to research the creation of a section in Town Code pertaining to the IT Department and access to the town computers and systems, seconded by Donna Johnson.
Vote 6-1
Ayes: Ken Taylor, Donna Johnson, Cynthia Butterworth, Joy Banks, Christy Hirshberg and Walt Welsch.
Nays: Johann Wallace.
Motion passed.*
- E.10 Discussion and/or Action [Chief Thies]: Presentation of plan to change some of the Town Codes from criminal offenses to civil infractions.
*Ken Taylor motioned to direct staff to begin the process of changing some of the Town Codes from criminal offenses to civil infractions, seconded by Cynthia Butterworth.
Motion passed unanimously.*
- E.11 Discussion and/or Action [Supervisor Halterman]: Request approval of payment for repairs to Huachuca City Garbage Truck “G2” in the amount of \$8,579.40.
*Ken Taylor motioned to approve the payment for repairs to the Huachuca City Garbage truck, seconded by Donna Johnson.
Motion passed unanimously.*
- E.12 Discussion and/or Action [Supervisor Halterman]: Request approval to purchase groundwater monitor wells at a cost of \$23,533.55.
This item was postponed.
- E.13 Discussion and/or Action [Manager Williams]: Accept or reject bid proposals for Audit Services for the Town.
*Ken Taylor motioned to accept the bid from Hinton-Burdick, which would automatically reject the bid from Heinfield-Meech, seconded by Christy Hirshberg.
Motion passed unanimously.*
- E.14 Discussion and/or Action [Mayor Taylor]: Consideration of revisions to Trash Ordinance 2018-11.
*Ken Taylor motioned to rescind Ordinance 2018-11, seconded by Joy Banks.
Vote 6-1*

Ayes: Ken Taylor, Donna Johnson, Cynthia Butterworth, Joy Banks, Christy Hirshberg and Walt Welsch.

Nays: Johann Wallace.

Motion passed.

Ken Taylor motioned to move the Department Reports up to before Item E.15, so that staff did not have to stay later than necessary, seconded by Johann Wallace.

Motion passed unanimously.

E.15 Discussion and/or Action [Mayor Taylor]: Executive [closed] session, pursuant to A.R.S. 38-431.03 (A) (1) for discussion regarding the Town Manager’s contract. Following the executive session, the Council might take action to amend the Manager’s contract.

Ken Taylor motioned for the Council to enter into Executive Session, seconded by Donna Johnson.

Motion passed unanimously. Council entered into Executive session at 9:44pm.

Ken Taylor motioned to return Council to open session, seconded by Donna Johnson.

Motion passed unanimously.

Ken Taylor motioned to, upon review of Mr. Williams’ contract, set his pay at \$70,000 per year and amend the contract to allow Mr. Williams to reside outside Town Limits. Motion was seconded by Donna Johnson.

Motion passed unanimously.

Walt Welsch inquired as to which effective date would be used.

Ken Taylor motioned to set the effective date as August 12, 2018, seconded by Donna Johnson.

Motion passed unanimously.

F. **Reports by Commission Liaisons and Officers**

Mayor

F.1	Library	Councilor Welsch
F.2	Planning & Zoning	Councilor Banks
F.3	Finance	Councilor Wallace
F.4	Public Safety	Councilor Butterworth
F.5	Parks & Recreation	Councilor Hirshberg
F.6	Public Works & Landfill	Mayor Pro Tem Johnson
F.7	Mayor’s Report	Mayor Taylor
F.8	Town Manager’s Report	Manager Williams
F.9	Town Clerk’s Report	Clerk Fuller

G. Items to be placed on future agendas.

H. Adjournment.

Mayor Taylor motioned to adjourn the meeting, seconded by Councilor Wallace.

Meeting was adjourned at 9:41pm.

Approved by Mayor Taylor on June 14, 2018

Kenneth Taylor, Mayor

Attest: _____
Jennifer A. Fuller, 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 August 9, 2018. I further certify that the meeting was duly called and a quorum was present.

Jennifer A. Fuller, Town Clerk