



# TOWN OF HUACHUCA CITY

*The Sunset City*

500 NORTH GONZALES BOULEVARD • HUACHUCA CITY, ARIZONA 85616

PHONE (520) 456- 1354 • TDD (520) 456-1353 FAX: (520) 456-2230

E-MAIL: [tmitchell@huachucacityaz.gov](mailto:tmitchell@huachucacityaz.gov)

## HUACHUCA CITY TOWN COUNCIL MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> THURSDAY, MARCH 26, 2015

- 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:** David A. Perry

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

**Town Clerk:** Tammy J. Mitchell, MMC

**Town Attorney:** Thomas Benavidez-Not requested

**Absent:** Terry Hobbs - Excused  
Donna Johnson - Excused

- C. **Approval Minutes of the Regular and Special Meeting Minutes of March 12, 2015**

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

**Motion** made by *Mayor Taylor* to approve the minutes, **seconded** by *Mayor Pro Tem Perry*

**5-0 Motion Approved**

- D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**

1. Neil Josephson – Why the credit cards are on the agenda for 2011-2013?

- E. **Reports by Council Members and Officers**

1. **Councilmember Welsch - Library/Senior Center-** Councilmember Welsch reported that the Library is running a jellybean counting contest to win a free circus ticket. They are also running a raffle to win circus tickets. These tickets were donated by the circus themselves. Council member Welsch said the Library Director Ms. Norris will be attending a “What’s New in YA Books” workshop on April 2. This class is a \$350.00 workshop and is being paid by the Arizona State Library.
2. **Councilmember Hobbs– Planning and Zoning-** Clerk Mitchell reported the P&Z will have their next meeting on April 1, 2015 at 7:00 p.m.
3. **Councilmember Wallace – Parks and Recreation-**Councilmember Wallace reported they will be starting the application process for the Summer Program aids and possibly the director. Council member Wallace also stated there are openings on the Parks & Rec’s Board if anyone is interested.
4. **Councilmember Johnson – Public Safety-**No report at this time.
5. **Councilmember Perry - Public Works-** Councilmember Perry reported the Public Works is working on their quarterly monitoring on the water system and getting all summer equipment in order to start mowing and weed eating. The landfill is moving forward with no concern’s there.
6. **Councilmember Hirshberg– Finance-**.Councilmember Hirshberg reported that with 50% of the budget gone we are still under budget.
7. **Mayor Taylor-**Mayor Taylor said he has nothing to report at this time.
8. **Tammy Mitchell – Town Clerk’s Report-**Clerk Mitchell reported that the Circus Tickets are on sale and you can purchase them at City Hall and or the Library.

F. **Unfinished Business: None**

G. **New Business**

1. **Discussion and/or Action [Town Clerk]: Resolution 2015-05 Canvassing the Results of the March 10, 2015, Mayoral Recall Election; and, If There Are Ten or Fewer Votes Separating the Two Candidates Receiving the Most Votes, Directing the Town Attorney to Certify to the Cochise County Superior Court the Facts Necessitating an Automatic Recount, pursuant to “A.R.S. 16-661 and 16-662.”**

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

**Motion** made by *Mayor Taylor* to accept the results of the 2015 recall election, **seconded** by *Mayor Pro Tem Perry*

**5-0 Motion Approved**

2. **Discussion and/or Action[Mayor Taylor]: Update from Dr. Jim Johnson**  
**Motion** made by *Mayor Taylor* to open for discussion and/or action, **seconded** by *Councilmember Welsch*. Dr. Johnson gave a very detailed report. He stated the Building Department is up and running in full swing. Dr. Johnson said his office at the City is ready to go to meet with clients or citizens. Dr. Johnson gave Kudos to the city employees for all their help with getting everything going.

3. **Discussion and/or Action [Mayor Taylor]: The Approval of the procedure related to the inclusion of specific agenda items by a council member.**  
Motion made by *Mayor Taylor* to open for discussion and/or action, seconded by *Mayor Pro Tem Perry*

No Action

4. **Discussion and/or Action [Mayor Taylor]: The review of a procedure for the changing or adding a procedure to the master procedure book for all departments as reviewed by council.**

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

No Action

5. **Discussion and/or Action [Councilmember Perry]: To request for a Forensic Audit on the Credit Cards Expenditure from March 2011 to October 2013.**

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

Motion made by *Mayor Pro Tem Perry* to postpone agenda item until next council meeting, seconded by *Mayor Taylor*

5-0 Motion Approved

6. **Discussion and/or Action [Mayor Taylor]: Resolution 2015-06, of the Mayor and Common Council of the Town of Huachuca City, Cochise County, Arizona identifying those Agents Legally Empowered to Sign Checks warrants and other Documents on behalf of the Town.**

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

Motion made by *Mayor Taylor* to adopt Resolution 2015-06, seconded by *Councilmember Wallace*

5-0 Motion Approved

7. **Discussion and/or Action [Councilmember Perry]: Upgrade to the Well Site #4 Electrical Upgrades at the cost of \$10,700.00.**

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

Motion made by *Mayor Pro Tem Perry* to approve the upgrade by Hydro Electric Controls in the amount of \$10,700.00, seconded by *Mayor Taylor*

5-0 Motion Approved

8. **Discussion and/or Action [Clerk Mitchell]: Department of Homeland Security-Classes for Chief Jon Allmon to be a Fire Marshall.**

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

Motion made by *Mayor Taylor* to approve the security-classes for Chief Jon Allmon, seconded by *Mayor Pro Tem Perry*

5-0 Motion Approved

- H. **Payment Approval Report in the amount of \$77,859.63**

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

Motion made by *Mayor Taylor* to approve the payment amount, seconded by *Councilmember Wallace*

- 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.**
  1. Jensen – Noticed a trend the last few meetings. Either you are not prepared or not receiving all the data.  
You should have the attorney here at every meeting.
  
- J. **Discussion and/or Action [Town Clerk]: Items to be placed on the next agenda**
  1. **Discussion and/or Action [Councilmember Perry]: To request for a Forensic Audit on the Credit Cards Expenditure from March 2011 to October 2013**
  
- K. **Adjournment (8:05 PM)**

Motion made by *Mayor Taylor* to adjourn, seconded by *Mayor Pro Tem Perry*  
5-0 Motion Approved

Approved by Mayor Taylor on April 9, 2015

---

Mayor Ken 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 March 12, 2015. I further certify that the meeting was duly called, and a quorum was present.

---

Tammy J. Mitchell, MMC, Town Clerk/Administrator