

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
August 5, 2020– 3:00 p.m.

Meeting was called to order at 3:00 p.m. by Mayor Schuster.

Roll call of Councilmembers present: Brian Moore, Quincy McCourt, Thomas Herrera, Kevin Stafford and Mayor Mendy Schuster.

Staff present: Kevin Jones, Police Chief/Interim City Administrator; Margaret Long, City Attorney; and Heidi Whitlock, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Councilmember Herrera, second by Mayor pro tem Moore, to approve the agenda with the removal of item 9D. Motion carried unanimously. Ayes: Stafford, Moore, Herrera, McCourt and Schuster.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None.

3 CLOSED SESSION: At 3:00 p.m. the Council entered into Closed Session to discuss the following:

- A CONFERENCE WITH LEGAL COUNSEL – existing litigation pursuant to Government Code Section 54956.9(d)(1): Case number 61824, 61839 Matthew Wood, Michael Bollinger vs. Susanville City Council, City of Susanville
- B PUBLIC EMPLOYMENT—pursuant to Government Code §54957:
 - 1 City Administrator Evaluation
 - 2 Approved Position List
 - 3 Hire/Appointment City Administrator
- C CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6
 - 1 Agency Negotiator: Kevin Jones
 - Bargaining Unit: Firefighters

At 4:02 p.m. the City Council reconvened in Open Session.

4 RETURN TO OPEN SESSION:

Staff present: Kevin Jones, Police Chief/Interim City Administrator; Margaret Long, City Attorney; James Moore, Fire Chief; Deborah Savage, Finance Manager; Daniel Gibbs, City Engineer/Interim Public Works Director; and Heidi Whitlock, City Clerk.

Chief Jones, Interim City Administrator, reported that the City Council had to reconvene in closed session after open session.

Mayor Schuster offered the Invocation.

Proclamation was presented to Dan Weaver, Assistant Fire Chief, by James Moore, Fire Chief, for his years of service and retirement.

5 BUSINESS FROM THE FLOOR:

Susan Qually, Sierra Cascade Nursery, provided information to the Council regarding the use of approximately 550 farm workers who will be coming into the City limits in September. She added that the County Health Department has approved their plan.

Jackie Jones stated the concern that she has with her neighbor and the amount of people he has living both inside and outside the residence. She stated that she has been in contact with the Police Department on multiple occasions and it is now affecting her quality of life.

6 **CONSENT CALENDAR:**

- A Approve minutes from the City Council's, June 1 and 7, 2020 meetings
- B Consider Resolution No. 20-5807, approving amended Committee List
- C Approved Position List

Motion by Councilmember Stafford, second by Councilmember Herrera, to approve the Consent Calendar items A-C and to hear D and E separately; motion carried unanimously. Ayes: Stafford, Herrera, Moore, McCourt and Schuster.

D **Consider Resolution No. 20-5809, approving employment with temporary CSO** Mr. Jones provided an explanation as to why the temporary CSO position needed to be filled and how the City is able to will it with a PERs employee. He continued that the duties cannot be absorbed into another position as there are multiple duties.

Motion by Mayor pro tem Moore, second by Councilmember Herrera, to approve Resolution No. 20-5809; motion carried unanimously. Ayes: Stafford, Herrera, McCourt, Moore and Schuster.

E **Consider Resolution No. 20-5812, creation of Special Fund for Office of Justice Program (OJP) and U.S. Department of Justice (DOJ) Grant** Mr. Jones stated that the grant is not the CARES grant but an online grant that can be used to purchase ionizers, masks, gloves and laptops as well as to strengthen the Building and Planning side of City Hall.

Motion by Mayor pro tem Moore, second by Councilmember Herrera, to approve Resolution No. 20-5812; motion carried unanimously. Ayes: Stafford, Herrera, McCourt, Moore and Schuster.

7 **PUBLIC HEARINGS:** Public Hearing opened at 4:27 p.m.

7A **Consider Resolution No. 20-5797 setting rates, fees and policies for the Natural Gas utility**
Item continued due to COVID related delays and will be brought back on August 19, 2020.

Public Hearing closed at 4:28 p.m.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.

9 **NEW BUSINESS:**

9A **Consider approval of vendor warrants numbered 207036 through 207175 for a total of \$754,270.64, including \$248,703.52 in payroll warrants**

Motion by Councilmember Stafford, second by Councilmember Herrera, to approve the vendor warrant report as submitted; motion carried. Ayes: Stafford, Herrera, McCourt, and Schuster. Abstain: Moore.

9B **Designation of Voting Delegates and Alternates for League of California Cities Annual conference October 7-9, 2020** Mayor Schuster nominated Councilmember McCourt and Councilmember Herrera as Voting Delegate and Alternate with Councilmember Stafford as second Alternate.

Motion by Councilmember Stafford, second by Councilmember Herrera, to appoint Councilmember McCourt as Voting Delegate, Councilmember Herrera as Alternate and Councilmember Stafford as second Alternate; motion carried unanimously. Ayes: Stafford, Herrera, McCourt, Moore and Schuster.

9C Discussion regarding the City's Fixed Asset List Mr. Jones stated that a councilmember requested that an asset list be brought forward for review. He added that the City can sell property through a sealed bid process however, added that an appraisal should be done prior to set a minimum bid.

Councilmember Stafford requested that all rights-of-way be removed as well as anything we cannot sell.

A brief discussion occurred regarding the Nathan property and the possibility to subdivide out the well for the water department to purchase.

Mayor Schuster requested that the process be started and an update be provided at the August 19, 2020 meeting.

Motion by Councilmember McCourt, second by Councilmember Stafford, to appoint Councilmember Herrera to the Board; motion carried unanimously. Ayes: Stafford, Herrera, McCourt, Moore and Schuster.

~~9D — Consider change of Financial Software item removed from agenda~~

9E Consider addition of Grant Writer position Mr. Jones stated that this item was requested by Councilmember McCourt. He continued that if the position is wanted, staff would need to create a job description, fly the position, etc., and inquired as to how the City should pay for it.

Councilmember Stafford responded that now is not the time.

Discussion occurred regarding whether or not the position would also be required to implement the grant as well as do the reporting or if it would be strictly a grant writer.

Ms. Long responded that it may be in the City's best interest to contract with a grant writer instead of creating a new position. She added that what the individual/firm will do depends on the contract.

Council requested that the item come back at the August 19, 2020 meeting for further discussion.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

13 CITY ADMINISTRATOR'S REPORTS:

13A Update on Solar requirements Mr. Jones stated that he had talked with the City Building Official, the City Planner, the County Planning Department as well as three (3) other cities to see if anyone has found a way around the new solar requirement and there have been no ways identified. He added that the County

does have builds going on however, the permits for those builds were secured prior to January 1, 2020 when the new law went into effect.

Councilmember Herrera inquired as to whether or not anyone can fight it.

Mr. Jones suggested that letters be written to our Senators and/or Assemblymen as they may be able to assist in overturning the decision.

Russell Bates suggested looking into a community solar project, a co-op or solar farm and stated that perhaps it can be part of Honey Lake Power.

Mr. Jones stated that he would reach out to Theresa Phillips, LMUD, and bring back an update at the next meeting.

General discussion occurred regarding the interpretation of the code and whether or not the City can drag its feet on enforcement and whether or not it can be interpreted as solar-ready and not solar included.

Ms. Long stated that the ideas were creative and encouraged that type of thinking to occur as it would be what is needed to possibly change it at a higher level.

Mayor Schuster stated that the Council cannot change the law however, the Council would like to help. She also suggested reaching out to Senator Dahle to see if he could help change it.

13B Discussion regarding fencing for the Memorial Ball Park Glen Yonan, Lassen Community College, stated that the City has an agreement with LCC to use the Memorial Park Baseball Field for College classes and baseball activities for a yearly fee of \$5,000. Additionally, the College performs maintenance and repairs that are needed at the Ballpark. He added that there is a restricted fund set up strictly for projects at the facility. He stated that there is currently a need to replace the fencing around the field and that quotes were received. He concluded that he would like to use \$14,213.70 from that account to replace said fence.

Motion by Councilmember Stafford, second by Councilmember Herrera, to approve the fencing project at the Memorial Ballpark; motion carried unanimously. Ayes: Stafford, Herrera, McCourt, Moore and Schuster.

13C Update on Airport Operations/Susanville Municipal Airport Commission (SMAC) Mr. Jones provided a brief update on current airport activities including a recent fuel spill and how the issue was being handled, commercial operator's at the airport and the condition of a few city-owned hangars that were in need of some repair. He added that staff went to Redding to also discuss rates vs. fees with the City Attorney and the FBO contract.

No further discussion occurred.

13D 2019 Factory Mutual Global Insurance Fire Protection Grant Update Chief Moore stated that the City was successful in obtaining the grant and shows the Council the CGI equipment that was purchased. He added that it is used to sniff gas on a fire scene and that the department now has two, one in the fire engine and one in the Chief's vehicle.

No further discussion occurred.

13E Update on Diamond Mountain Golf Course Mr. Jones stated that the hole sponsorships are on both the flags and preparations are being made to get them on the carts as well. He added that tournaments

are booked, all members will be charged as well as non-members, and that informational flyers are being updated and distributed again. He concluded that revenues and activity is up at the course.

No further discussion occurred.

14 FUTURE COUNCIL ITEMS:

Council member McCourt requested that the homeless discussion and campground item be placed back on the agenda for the upcoming meeting.

Mayor Schuster requested a thank you to Firefighters be placed on the City's Facebook page and Website.

14A AB1234 travel reports: None.

At 5:45 p.m. the Council went back into Closed Session.

At 6:53 p.m. the City Council reconvened in Open Session. Chief Jones, Interim City Administrator, reported that the City Council provided direction to staff.

15 ADJOURNMENT:

Motion by Mayor pro tem Moore, second by Councilmember Herrera, to adjourn; motion carried unanimously. Ayes: Moore, Herrera, McCourt, Stafford and Schuster.

Meeting adjourned at 6:54 p.m.

Mendy Schuster, Mayor

Respectfully submitted by

Heidi Whitlock, City Clerk

Approved on: