

**SUSANVILLE CITY COUNCIL
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY**

Regular Meeting Minutes

November 4, 2015 – 7:00 p.m.

City Council Chambers 66 North Lassen Street Susanville CA 96130

Meeting was called to order at 7:00 p.m. by Mayor Wilson.

Roll call of Councilmembers present: Kathie Garnier, Rod E. De Boer, Lino P. Callegari and Brian R. Wilson.
Absent: Nicholas McBride

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; Thomas Downing, Police Chief; Dan Newton, Public Works Director; James Moore, Fire Chief; Deborah Savage, Finance Manager and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Mr. Hancock stated that at the October 21, 2015 meeting the City Council voted to continue consideration of the ordinance regulating cultivation of marijuana to November 18, 2015.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve the agenda as submitted; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride

3 CLOSED SESSION: No business

4 RETURN TO OPEN SESSION:

Chief Thomas Downing offered the Thought of the Day.

Mayor Wilson read a proclamation in honor of Veteran's Day.

5 BUSINESS FROM THE FLOOR:

Ed Mincher expressed concerns related to the discussion of adopting Very High Fire Hazard Severity Zone maps. He is confused about the process, asked if it were an emergency to get it adopted, and would like to speak with someone to obtain more information.

Mr. Hancock requested his contact information so that he would be able to meet with him and discuss the process and address his concerns.

6 CONSENT CALENDAR: Mayor Wilson reviewed the items on the Consent Calendar:

- A Receive and file minutes from the City Council's September 16 and October 7, 2015 meetings
- B Approve vendor warrants numbered 95292 through 95527 for a total of \$1,162,743.05 including \$223,943.11 in payroll warrants
- C Receive and file Finance Reports: August and September 2015

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve the Consent Calendar; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

7 PUBLIC HEARINGS:

7A Consideration of Resolution No. 15-5229, 15-5230, 15-5231 and 15-5232 authorizing Weed and Rubbish assessment and lien against certain real properties located within the City of Susanville:

- 300 Carroll Street APN: 103-413-07
- 1116 Mark Street APN: 103-231-08
- Parkdale/North Street APN: 103-313-15
- Sierra/Alexander APN: 107-250-04

Mr. Hancock explained that the City has completed weed and rubbish abatement on the referenced properties to address health and safety concerns. The City has notified each of the property owners and provided an opportunity for them to abate and correct the violations. If the property owner fails to take appropriate action the City contracts with a private company to abate the property. The property owner is then billed for the work and it is only if the property owner fails to pay for the work that we move to this step. In order to obtain payment, the City follows the process as outlined in Chapter 8.28 of the Susanville Municipal Code. The property owners have been notified and remain unwilling to reimburse the City for the cost of cleaning up their properties. He reviewed the address, assessor's parcel number, and abatement cost for each property, noting the total abatement cost is \$2,250.

At 7:12 p.m. Mayor Wilson opened the public hearing and requested comments or questions from the public.

There being no comments, Mayor Wilson closed the public hearing at 7:13 p.m.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-5229, 15-5230, 15-5231 and 15-5232; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

7B Consider Ordinance No. 15-1002 amending Title 17, Zoning, of the Susanville Municipal Code to add Chapter 17.104.140 prohibiting the cultivation of marijuana within the city limits.

Public hearing continued to November 18, 2015.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS: None.

Commission/Committee Reports:

9 NEW BUSINESS:

9A Consider approval of Resolution No. 15-5223 approving Memorandum of Understanding with Fire Fighter Bargaining Unit

Mr. Hancock reported that an agreement has been reached between the City and the Fire Fighters bargaining unit for the period of July 1, 2015 through July 1, 2017, with amendments regarding salary increase and retirement language. The MOU provides for a 9 percent increase in salary, and a corresponding 9 percent increase to the employee's contribution for payment into the CalPERS retirement program. An additional 1 percent increase in salary as shown in the Global Range and Step Matrix would be included during the 2016/2017 MOU period.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-5223; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

9B Consider approval of Resolution No. 15-5234 authorizing closure of Riverside Drive on November 26, 2015 for Third Annual Turkey Trot Mr. Newton reported that the 3rd Annual Thanksgiving Day Turkey Trot Committee has submitted a request for City Council support the Thanksgiving Day event by approving the closure of Riverside Drive from Alexander Avenue to River Street on Thursday, November 26, 2015, from 8:00 am to 9:30 am. The street closure will help ensure the safety of participants in the 5k fun run. The event is free, but participants are encouraged to make a donation of cash or non-perishable food items to Lassen Family Services. The street closure will require the assistance of the Public Works Department at an estimated cost of \$517. It was also noted that on-duty Police and Fire personnel may assist if needed.

Motion by Councilmember Callegari, second by Councilmember Garnier, to approve Resolution No. 15-5234; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

9C Consideration of Susanville Municipal Airport Hangar #38 Purchase Mr. Hancock reported that the City has received notification that Marvin Hamann, owner of Hangar #38, has decided to sell his hangar at the at the Susanville Municipal Airport. Mr. Hamann has received an offer to purchase in the amount of \$90,000, and as part of the agreement, the City has the right of first refusal when a current owner decides to sell.

Mayor Wilson requested clarification regarding the price of the hangar, as it seems to be very high.

Mr. Hancock described the location of the hangar, noting that it is newer and significantly larger than most of the hangars that have been offered for sale.

Motion by Councilmember Garnier, second by Councilmember Callegari, to decline the offer to purchase; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

9D Consider approval of 2015 Fall Leaf Collection Program Mr. Newton reported that the City has established an Annual Fall Leaf Collection Program in partnership with the California Correctional Center and C&S Waste Solutions. C&S Waste Solutions will deliver boxes to three locations around the City where residents can take their bagged leaves and drop off at no cost. City staff will then load the leaves into the boxes with a front-end loader, and then C&S Waste Management transports the filled boxes to the California Correction Center for composting. The program is scheduled to begin on Friday, November 6, 2015, and continue through Friday, December 4, 2015.

Councilmember Callegari remarked that the program has been going on for a number of years, and the City should draft a letter of appreciation to both agencies for their continued contribution.

Councilmember Garnier asked where the boxes would be delivered.

Mr. Newton responded that there would be a box on South Street near Public Works, a box at the Fire Department, and the third is at Numa Road and Skyline. The City advertises for the program, and public works also provides assistance to residents who are unable to transport the leaves to the collection sites.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve the donation of services by the California Correctional Center and C&S Waste Solutions; motion carried. Ayes: Garnier, De Boer, Callegari, and Wilson. Absent: McBride.

10 **SUSANVILLE COMMUNITY DEVELOPMENT AGENCY:** No business.

11 **SUSANVILLE MUNICIPAL ENERGY CORPORATION:** No business.

12 **CONTINUING BUSINESS:**

12A **Consider approval of Resolution No. 15-5228 authoring the issuance of a Notice to Proceed to C&S Engineering for design work on PAPI project** Mr. Hancock explained that the City has received grant allocations from the Federal Aviation Administration (FAA) and Caltrans to complete design and bidding services to update the existing Visual Approach Slope Indicators (VASI) system to a Precision Path Approach Indicator (PAPI) system at Susanville Municipal Airport. At its September 16, 2015 meeting, the City Council approved C&S Companies scope of work for design and bidding services and now that all expected contributions have been received, the next step in the process is to issue a Notice to Proceed to C&S Companies to begin the work.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 15-5228; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

13 **CITY ADMINISTRATOR'S REPORTS:** No business.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

15 **ADJOURNMENT:**

Motion by Councilmember De Boer, second by Councilmember Callegari, to adjourn; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

Meeting adjourned at 7:25 p.m.

Respectfully submitted by

Brian R. Wilson, Mayor

Gwenna MacDonald, City Clerk

Approved on November 18, 2015