

## **Alturas City Council**

### **Regular Meeting**

City Hall Council Chambers

November 20, 2018 2:00 p.m.

The meeting was called to order by Mayor Pro-Tem Mark Steffek at 2:00 p.m. **Councilmembers present:** Bobby Ray, Cheryl Nelson, Jim Irvin, and Loni Lewis. **Staff present:** City Clerk Macey Binning, City Attorney Jeff Hedlund, Director of Public Works Joe Picotte, City Treasurer Dorothy Long, Police Chief Sid Cullins, Fire Chief Jacques and Fire Marshall Eric Hunter. **Public attending:** 10. All present joined together in an opening prayer by Robert Fendler followed by the Pledge of Allegiance.

Under the public forum Doreen Smith-Power asked for the status of the Conflict of Interest progress by the City Attorney, and when it is expected to come back to the City Council for approval. Doreen was also looking for clarification on license to serve alcohol vs. license to sale due to activity at the bottle shop.

City Attorney Hedlund responded to Doreen that he is currently reviewing the Alturas Municipal Code book to make appropriate adjustments. Currently there isn't a time line for the Conflict of Interest.

Director of Public Works Picotte informed Council the last time the City of Alturas donated to the Alturas Chamber of Commerce to update the "Alturas Sign" located at Hwy 395 & Lassen County Rd A-3 was back in 2010. Picotte noted a few updates to the new sign. On the new sign "Alturas" is now reflective and easy to see.

Councilmember Irvin would have preferred the Alturas Chamber of Commerce to address Council before putting the new sign up. He has noticed the mileage is incorrect on the sign and would have liked that correction.

**MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Nelson to approve funding for the Alturas Chamber of Commerce in the amount of \$500 to replace the original vinyl "Alturas Sign" located at Hwy 395 & Lassen County Rd A-3. **ALL AYES.**

**Public Hearing:** The Alturas City Council will consider the first reading of an ordinance repealing portions of Chapter 30 of the Alturas City Code relating to "Recreational Areas" and changing the program name from "County of Modoc Tobacco Education" to "Modoc Tobacco Policy and Education". This matter will now be heard.

Mayor Ray was concerned with the wording. "At least one sign with the City or Modoc Tobacco Policy and Education phone number to which complaints can be directed must be placed conspicuously in each place in which Smoking is prohibited". Mayor Ray was concerned placing a sign in each place is very expensive. Mayor Ray suggested amending it to read "when a sign is placed".

With no further comments, the hearing is closed at 2:27 p.m.

**MOTION** by Mayor Ray, **SECONDED** by Councilmember Lewis to approve the first reading of Ordinance #516 repealing portions of Chapter 30 of the Alturas City Code relating to "Recreational Areas" and changing the program name from "County of Modoc Tobacco Education" to "Modoc Tobacco Policy

and Education”. With the amendment of changing “At least one sign with the City or County of Modoc Tobacco Education phone number to which complaints can be directed must be placed conspicuously in each place in which Smoking is prohibited.” to “Any sign placed by the City for the purpose of prohibiting smoking shall contain the Modoc County Tobacco Policy and Education phone number”. **ALL AYES.**

**NOTE:** After meeting another change was brought to the City Clerk. Per City Attorney Jeff Hedlund Ordinance 516 will be placed on the December 18, 2018 Council Meeting and will have another public hearing and first reading.

**Public Hearing:** The Alturas City Council will consider the first reading of an ordinance to replace portions of Chapter 9 titled “Finance” Section 9.7 of the Alturas City Code. Amending “purchases exceeding ten thousand” to “exceeding twenty-five thousand”. Also repealing Chapter 9 Section 7 “local bidder whose bid exceeds the lowest responsible bid by more than five hundred dollars.” to “local bidder whose bid exceeds the lowest responsible bid by more than one thousand dollars.” This matter will now be heard.

Attorney Jeff Hedlund explained that the City is updating this ordinance to comply with the new federal limits.

Dick Steyer would like for the City to check the definition of “Local Bidder”, and make necessary changes if it does not benefit actual locals.

With no further comments, the hearing is closed at 2:38 p.m.

**MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Nelson to approve the first reading of Ordinance #517 repealing Chapter 9 Section 7 “purchases exceeding ten thousand dollars” to “purchases exceeding twenty-five thousand”. Also repealing Chapter 9 Section 7 “local bidder whose bid exceeds the lowest responsible bid by more than five hundred dollars.” to “local bidder whose bid exceeds the lowest responsible bid by more than one thousand dollars.” **ALL AYES.**

**MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Lewis to adopt Resolution #2018-38 declaring the results of the November 6, 2018 Special Municipal Election. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Irvin to adopt **Resolution #2018-39** adopting the Appropriation Limit for Fiscal Year 2018-2019 in the amount of \$ 5,584,665. **ALL AYES.**

**MOTION** by Councilmember Nelson, **SECONDED** by Councilmember Irvin to adopt **Resolution #2018-40** authorizing the Alturas Fire Department to use Risk Management Accreditation Program (RMAP) funds to purchase a new air compressor. Funds will not exceed \$3,500. **ALL AYES.**

City Attorney Jeff Hedlund gave the Council an update on the Daphnedale Community Service District. The district will not dissolve, they have established new board members. The City will need to look at making a payment plan for the district to become current.

Mayor Ray asked if the Daphnedale Community Service District Board will have to go through the Prop 218 process? Does LAFCO require them?

Director of Public Works responded that it will probably be up to the City and County. Also, California Rural Water can assist in this process. So resources can be provided to make the fee schedule appropriate.

**MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Nelson to adopt **Resolution #2018-41** authorizing Director of Public Works to record the Notice of Completion for the “Obstruction Mitigation Plan and Aeronautical Study” (Project no. AIP 3-06-0003-012); and the authorizing the Director of Public Works to finalize all Federal and State grant requirements. **ALL AYES.**

Project Lead Jared G. Hancock gave an update on recent progress and the next steps towards construction of the Community Aquatic Facility. This committee researched costs of building new vs. updating the old pool. Building a new pool to meet State Requirements will cost less. Progress is being made for construction of the new pool; they expect that in the spring of 2019 the construction on the new pool will start. Expecting to be able to open to the public in 2020. Mr. Hancock also presented future plans of that area. Which included a competition pool; therapy pool; splash pad; community center; event area; parking; neighborhood park; and much more. Nothing has been set in stone, except the location. The committee would like to keep everything centralized by the new skate park off N. Nagle Street. The pool committee has been exploring funding options to make these plans possible. Council suggested contacting the Modoc County Sheriff’s Department Undersheriff William “Tex” Dowdy and Modoc OES Deputy Director Heather Hadwick, currently they have applied for “pocket parks” and this could be a great opportunity to coordinate together.

**MOTION** by Mayor Ray, **SECONDED** by Councilmember Irvin to adopt the consent agenda as follows: a) Approve minutes for October 16, 2018 meeting; b) Approve minutes for November 1, 2018 special meeting; c) Approve City warrants for October 2018 in the amount of \$887,648.15; c) Adopt **Resolution #2018-42** removing inactive water & sewer accounts in the amount of \$27.30. **ALL AYES.**

#### **COUNCIL/STAFF REPORTS:**

Fire Marshall Hunter informs Council burn permits are currently suspended due to conditions. Hunter reports a few flue fires have occurred in the last month as well. Hunter will be purchasing the new air compressor.

Police Chief Cullins reports in the last month the Alturas Police Department has had 26 arrests, out of the arrests 11 were felonies. 17 citations in the last month and 3 were related to misdemeanors. Chief Cullins also reported two officers went to Paradise, CA to assist with the Camp Fire.

City Treasurer Long informed Council the City audit has been conducted on October 31st. Everything went smoothly. Auditor will send final report called Certified Financial Audit Report (CFAR) when the audit is completed. Ms. Long would like to point out the Oak & Juniper project has been reimbursed.

Director of Public Works Picotte reported Paula Jessup has accepted a job opportunity and her last day will be November 30<sup>th</sup>. Due to this change Mr. Picotte will need to look at changes in the interim. At a later date Mr. Picotte plans meeting with airport committee to discuss future plans. Jessup was a huge asset to the airport doing a lot of behind the scene tasks for the airport and public works.

Councilmember Nelson asked about the progress of the housing element.

Director of Public Works Picotte responded that he will need to get started. He attended an open house housing package in Redding, CA. This covered the zoning and housing element. Picotte plans to meet with the State and start working on complying with housing element requirements. Potential grant funding is available once the housing element is completed. Picotte has also started setting up meetings.

Councilmember Nelson thinks grant funding for an event center would be available. Especially if the event center could be used as shelter after a disaster. With all the fires in California it is something to keep in mind.

Director of Public Works Picotte agreed and until the housing element is completed, grant funding will not be possible.

City Clerk Binning reminds staff and Councilmembers our annual Christmas gathering will be December 13<sup>th</sup> at 11:00 a.m.

Mayor Pro-tem Steffek mentioned he had a chance to visit the Courthouse historical timeline mural that was recently completed. He is very impressed and would like for others to check it out when they have a chance.

Tiffany Martinez Deputy Clerk of the Board thanked Councilmember Steffek for bringing up the mural. Mrs. Martinez extended an invitation to Council to view the Courthouse historical timeline mural. Mrs. Martinez also thanked Council once again for their donation.

Councilmember Lewis reported she attended the LAFCO ethics training and found the training valuable.

At 4:38 p.m., Mayor Pro-Tem Steffek announced the Council would be meeting in closed session under G.C. Section 54961 – Liability Claims/Plumas Bank.

Reconvened back to open session at 4:46 p.m. with the following motion.

**MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Nelson to approve payment for Plumas Bank Liability Claim of \$1303.05. **ALL AYES.**

**MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Lewis to amend the November 20, 2018 Agenda by moving line item 16. Discussion/action: Approve Employment Agreement with Finance Director to closed session line item 15. **(2)** G.C. Section 54957/ Employee Performance Evaluation – Titles: Chief of Police; Director of Public Works; City Clerk; and Finance Director. **ALL AYES.**

At 4:52 p.m., Mayor Pro-Tem Steffek announced the Council would be meeting in closed session under Employee Performance Evaluation – Titles: Chief of Police; Director of Public Works; City Clerk; and Finance Director. Approve Employment Agreement with Finance Director.

Reconvened back to open session at 5:45 p.m. with the following motion.

**MOTION** by Mayor Ray, **SECONDED** by Councilmember Lewis to approve the Employment Agreement with Finance Director Long for one year. **ALL AYES.**

With no further business to come before Council, meeting adjourned at 5:48 p.m. to return in regular session on Tuesday, December 18, 2018 at 2:00 p.m., City Hall.

Respectfully,

*Macey Binning*

Macey Binning  
City Clerk