

**Alturas City Council**  
**Regular/Special Meeting**  
City Hall Council Chambers  
August 18, 2020 at 2:00 p.m.

Pursuant to the Governor's Executive Order N-25-20 and N-29-20 dated March 12, 2020 and March 17, 2020, The Alturas City Council Mayor Mark Steffek called the regular special meeting to order at 2:00 p.m. at the City Council Chambers and via teleconference. **Councilmembers present:** Mark Steffek, Kelly Crosby and Loni Lewis. Councilmember Cheryl Nelson arrived at 2:26 pm **Councilmembers absent:** Samantha Wood. **Staff present:** City Clerk Macey Binning, Chief of Police Sid Cullins, City Treasurer Dorothy Long, Director of Public Works Jason Diven, City Attorney Jeff Hedlund, Fire Chief Keith Jacques and Fire Marshal Eric Hunter. **Public attending:** 9. All present joined together in invocation by Robert Fendler, followed by the Pledge of Allegiance.

Under public forum Barry Peirce the President of the Rotary Club in Alturas along with Rotary representative Carol Sharp would like to invite the City Council and staff to a barbeque September 2, 2020 at 5:00 pm. This barbeque is to tour the ball field project that Rotary has nearly completed.

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to amend agenda item #11 to read "Adopt Resolution #2020-36 adopting updated job description for the Chief Wastewater Treatment Plant Operator, adopting salary schedule for the Chief Wastewater Treatment Plant Operator, and authorizing the Human Resource Director to Execute the Amendment to the Memorandum of Understanding with the Alturas General Unit for 2018-2020." **ALL AYES.**

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to approve the agenda as amended. **ALL AYES.**

Councilmember Lewis abstained from item #4a Approve minutes for July 21, 2020 meeting. Mrs. Lewis was not present at the meeting. Due to lack of quorum this item will be tabled.

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to table item a) Approve minutes for July 21, 2020 meeting, and adopt the consent agenda as follows b) Approve City warrants for June, 2020 in the amount of \$446,925.77; c) Approve City warrants for July, 2020 in the amount of \$62,146.93; d) Approve ACH reconciliation report for July, 2020 in the amount of \$151,532.40. **ALL AYES.**

Bruce Brown requested to address the City Council regarding his water and sewer account. However, Bruce did not attend the meeting. City Clerk Binning presented the request to the City Council. Mr. Brown thought he requested to have his water and utility account closed in March 2020, and would like the Council to backdate and waive accrued fees to his account. The office has no such record. Mr. Brown has been receiving a utility bill since March, 2020 and has not contacted the office until August, 2020.

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to deny the request from Bruce Brown to waive accrued fees to his water and sewer utility bill. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Crosby to waive the facility use fees for the Modoc County Public Health to conduct COVID-19 testing at the show grounds. **ALL AYES.**

Lou Miller, representing the American Red Cross, requests consideration for waiving monthly water and sewer utility bills for the American Red Cross.

Councilmember appreciates all that American Red Cross does for the community, but would not like to set a precedence.

**MOTION** by Councilmember Crosby, to deny the request waiving monthly water and sewer utility bills for the American Red Cross. Motioned was not seconded. Motion fails.

**MOTION** by Councilmember Lewis to charge the American Red Cross for only the sewer rate for 6 months.

City Clerk Binning advised Council that this will be setting a precedence and will be very hard for office staff when others come in requesting their monthly water and sewer utility bills be waived.

Motioned was not seconded. Motion fails.

No action was taken by City Council.

Mayor Pro-Tem Nelson arrived to the meeting at 2:26 pm.

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Crosby to correct the appointment term of John Dederick as City of Alturas representative on the Modoc County Library Advisory Board from January 1, 2022 to January 1, 2023. In favor were Councilmember Nelson, Lewis and Crosby. Mayor Steffek recused himself from this item. **MOTION PASSED.**

Debbie Pedersen, Executive Director, representing Modoc County Transportation Commission provided the City Council with a list of outreach comments regarding the Main Street Project. Ms. Pedersen requests the Council to form an Ad-Hoc Committee to review these comments and prioritize them then present to Caltrans. This project will not commence until 2026.

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to form an Ad-Hoc Committee to review the Main Street design outreach comments and prioritize them accordingly to present to Modoc County Transportation Commission and Caltrans. Also, to authorize the Mayor to appoint members to the Committee. **ALL AYES.**

Mayor Steffek appoints Bobby Ray, Director of Public Works Jason Diven, Executive Director of Modoc County Transportation Commission Debbie Pedersen, Councilmember Samantha Wood and Councilmember Loni Lewis.

Mayor Steffek proceeded to inform the City Council the background of the Daphnedale Service District. The City agreed to provide sewer connections to Daphnedale Service District even though they are not in the City limits. Daphnedale Service District fees were to be collected by the assessor's office. However,

Daphnedale is now delinquent in payments of approximately \$60,000. The City and County have reached out to the service district but nothing has happened to move forward. LAFCO instructed the City that they need to take action to proceed.

Executive Officer of LAFCO John Benoit provided the City Council with a list of options on how to proceed with the Daphnedale Service District.

After reviewing and discussing the options the City Council, Executive Officer Benoit and the City Attorney agreed that coordinating a meeting with Modoc County would be the best solution. This meeting would review the options with Modoc County and create a favorable plan for both the City and County.

Mr. Benoit would like this meeting to consist of himself, Mayor Steffek, City Attorney Jeff Hedlund, Modoc County Chester Robertson, Board of Supervisor Kathie Rhoads, Board of Supervisor Ned Coe, and the County Attorney.

**MOTION** by Councilmember Nelson, **SECONDED** by Councilmember Lewis to adopt **Resolution #2020-36** adopting updated job description for the Chief Wastewater Treatment Plant Operator, adopting salary schedule for the Chief Wastewater Treatment Plant Operator, and authorizing the Human Resource Director to Execute the Amendment to the Memorandum of Understanding with the Alturas General Unit for 2018-2020. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Nelson to authorize the Director of Public Works to publish Request for Proposals (RFP) for the swimming pool project and rejecting previously submitted Request for Proposals (RFP). **ALL AYES.**

**MOTION** by Councilmember Nelson, **SECONDED** by Councilmember Lewis to adopt **Resolution #2020-37** amending the authorization to only Director of Public Works to execute application to apply for, and receipt of, Local Government Planning Support Grant Programs Funds of \$65,000.00. **ALL AYES.**

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to adopt **Resolution #2020-38** declaring Nevada California Oregon (NCO) narrow gauge railroad car #22 as surplus property and authorizing disposal of said railroad car. **ALL AYES.**

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to adopt **Resolution #2020-39** adopting a list of projects for Fiscal Year 2020-21 funded by the SB 1 The Road Repair and Accountability Act of 2017, and amending the estimated RMRA funding to \$48,587. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Nelson to adopt **Resolution #2020-40** authorizing the Research Agreement between the City of Alturas and University of Arkansas. **ALL AYES.**

#### **COMMITTEE REPORTS:**

Mayor Steffek reported on the pool committee meeting that was held August 12, 2020. The pool committee discussed submitting their proposal for Prop 68 funding. Glenn Nader is writing the proposal

which is due December 2020. Also, their request for the Director of Public Works to publish a new Request for Proposals (RFP) for the swimming pool project was discussed.

Mayor Steffek also request that the Fee Schedule for Livestock/Ball Fields Committee start meeting and preparing a new fee schedule.

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

Fire Chief Jacques reported Fire Marshal Hunter sent the 2<sup>nd</sup> round of letters notifying citizens they are in violation of the weed abatement. The Alturas Fire Department reported that they successfully sold their 1969 International Fire Truck.

Public Works Director Diven will need to extend 300' of a sewer line on Warner Street, and may need to call a special meeting regarding the extension. The current lines are not accessible, so Mr. Diven would like to correct this issue.

Mayor Steffek inquires if this could wait until the next regular Council meeting.

Public Works Director Diven informs the Mayor that this is a time sensitive issue because lines are backing up into properties.

City Clerk Binning is concerned on how to process and record the new sewer line.

City Attorney agrees the best practice for documentation is a Resolution to be recorded for future records.

City Council would like to schedule a special meeting Thursday, August 27, 2020 at 2:30 pm.

Police Chief Cullins reports that the number of arrests is similar to the number of 2019 arrests.

City Treasurer Long is currently preparing the Fiscal 2020/2021 budget.

Councilmember Crosby is on the budget committee and advises staff to be cautious of spending. During this time in between budgets spending should freeze. Mrs. Crosby would like to see a policy implemented for spending practices in the interim of adopting a new budget.

City Clerk Binning informs Council they are moving forward with Paymentus. Ms. Binning and City Treasurer Long will be attending an introduction to Paymentus teleconference and will continue to work with Paymentus to implement the new payment platform for the City of Alturas.

Bobby Ray informed City Council Modoc County Transportation Commission recently submitted bid requests for the East Street Project. Mr. Ray anticipates within the next 45 days they will have an accepted bid for this project.

City Attorney Hedlund is pleased with the direction regarding Daphnedale.

Mayor Pro-Tem Nelson apologizes for being late to the City Council meeting.

Councilmember Lewis reported that the Slash n' Play was cancelled. Which is unfortunate, but it is better to take precautions to protect the community. Councilmember Lewis mentions tomorrow is the first day of school. So please be cautious during school hours.

City Councilmember Crosby reports the Labor Negotiations Committee had their first meeting with the Union to review the proposals. Councilmember Crosby anticipates reporting back to the City Council under closed session during the September City Council meeting. Mrs. Crosby is moving forward with the Superior California Economic Development District (SCEDD) requirements which consists of a background check and being fingerprinted before she can be a voting member. Next Superior California Economic Development District (SCEDD) meeting will be August 20, 2020.

With no further business to come before City Council. **MOTION** by Councilmember Crosby to adjourn the meeting at 4:27 p.m. and to return in regular session on Tuesday, September 15, 2020 at 2:00 p.m., City Hall. **SECONDED** by Councilmember Nelson. **ALL AYES.**

Respectfully,

*Macey Binning*

Macey Binning  
City Clerk