

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, JANUARY 3, 2024 – 4:30 PM

Mayor McCourt called the meeting to order at 4:30pm.

Roll Call of Councilmembers Present: McCourt, Stafford, Schuster, Brown
Absent: Herrera

1. APPROVAL OF AGENDA:

Moved by Schuster; seconded by Brown to approve.

Motion Carried: 4 - 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

Absent: Herrera

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): Jim McCarthy, public, expressed his displeasure that the current council would consider amending the city administrator position and requested that they wait until after the election.

3. CLOSED SESSION:

The City Council convened in closed session at 4:33pm to discuss the following:

A. PUBLIC EMPLOYEE APPOINTMENT - pursuant to Government Code Section §54957

1. City Administrator - Agreement Amendment

4. RETURN TO OPEN SESSION: The City Council reconvened in open session at 5:00pm.

The Pledge of Allegiance and Invocation were provided.

Mr. Newton stated that the Council met in closed to discuss the above-mentioned item, that direction was provided to staff, but no reportable action was taken.

5. BUSINESS FROM THE FLOOR: Jim McCarthy, public, shared his thoughts on item 12A, the Public Safety Chief position. He added that the positions should stay as is and possibly make it an elected position if possible.

6. CONSENT CALENDAR:

Moved by Schuster; seconded by Brown to approve.

Motion Carried: 4 - 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

Absent: Herrera

6.A Minutes of the City Council's December 20, 2023 regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's December 20, 2023 regular meeting.

[231220.cc.min.draft.pdf](#)

6.B Vendor and payroll warrants

Motion to receive and file

[12-14-23.pdf](#)

[12-18-23.pdf](#)

[12-21-23.pdf](#)

6.C Consider **Resolution No. 24-6269**, approving relocation assistance for Economic Development Director.

Motion to approve Resolution No. 24-6269, approving relocation assistance for Economic Development Director.

[24-6269.pdf](#)

7. **PUBLIC HEARINGS**: No business.

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS**: The Land Acknowledgment Statement and city's Mission Statement were provided.

9. **NEW BUSINESS**:

9.A Consider **Resolution No. 23-6263**, authorizing the Public Works Director to execute a contract with Full Spectrum Inc. Engineering for the replacement of the Water Division's SCADA system Radios and authorize the Finance Director to adjust the water budget as necessary.

Public Works Director, Bob Godman, provided an explanation of the item and requested Council approval of Resolution No. 23-6263.

Council Member Brown requested that authorization be given to make further amendments as some projects are unpredictable in nature.

Mr. Newton recommended that the now therefore section of the resolution be amended to authorize the Public Works Director to execute contract amendments up to a cost not to exceed \$55,000 for the total project.

[Proposal_20231215 updated.pdf](#)
[24-6263.pdf](#)

Motion to approve Resolution No. 23-6263, authorizing the Public Works Director to execute a contract with Full Spectrum Inc. Engineering for the replacement of the Water Division's SCADA system Radios as recommended above and authorize the Finance Director to adjust the water budget as necessary.

Moved by Brown; seconded by Stafford to approve.

Motion Carried: 4- 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

Absent: Herrera

9.B Consider **Resolution No. 24-6267**, authorizing the Public Works Director to execute a Service Agreement with ALSCO Uniforms for the Public Works Department uniform and laundry service.

Mr. Godman provided an explanation of the item and requested approval of Resolution No.24-6267.

[City of Susanville_ALASCO Service Agreement.pdf](#)
[24-6267.pdf](#)

Motion to approve Resolution No. 24-6267, authorizing the Public Works Director to execute a Service Agreement with ALSCO Uniforms for the Public Works Department uniform and laundry service.

Moved by Stafford; seconded by Brown to approve.
Motion Carried: 4- 0
Voting For: McCourt, Stafford, Schuster, Brown
Voting Against: None
Absent: Herrera

- 9.C Consider **Resolution No. 24-6268**, adopting the City of Susanville Employee Evaluation Policy

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 24-6268.

[202312 Evaluation Policy FINAL DRAFT.pdf](#)
[24-6268.pdf](#)

Motion to approve Resolution No. 24-6268, adopting the City of Susanville Employee Evaluation Policy.

Moved by Brown; seconded by Schuster to approve.

Motion Carried: 4- 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

Absent: Herrera

- 9.D Consider **Resolution No. 24-6270**, approving the first amendment to Employment Agreement for City Manager

Margaret Long, City Attorney, provided an explanation of the item and requested approval of Resolution No. 24-6270.

Jim McCarthy, public, inquired about what changes that would occur with the name change, to which the response of it makes it closer to what the current duties are.

[24-6270.pdf](#)
[Amendment Employment Agreement CM_Susanville \(Newton\) \(003\).pdf](#)
[21-5911 ORIGINAL AGREEMENT.pdf](#)

Motion to approve Resolution No. 24-6470 approving Employment Agreement with Dan Newton.

Moved by Brown; seconded by Schuster to approve.

Motion Carried: 3- 1

Voting For: McCourt, Schuster, Brown

Voting Against: Stafford

Absent: Herrera

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

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

12. **CONTINUING BUSINESS**:

- 12.A Consider **Ordinance No. 23-1040**, amending city code to define Public Safety Chief.

Motion to waive second reading and adopt Ordinance No. 23-1040, amending city code to define Public Safety Chief.

Jim McCarthy, public, reiterated his concern with the proposed change prior to staffing prior to the election.

[23-1040.pdf](#)

Mr. Newton presented the item and requested Council approval of Ordinance No. 23-1040. Moved by Schuster; seconded by Stafford to approve.

Motion Carried: 4- 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

Absent: Herrera

- 12.B Consider **Ordinance No. 23-1041**, amending section 12.32.030 (F) Structures, Plants, Trees, Rubbish of the Susanville Municipal Code regarding allowable activities at Loumena Tennis Courts.

Mr. Newton presented the item and requested approval of Ordinance No. 23-1041.

[23-1041.pdf](#)

Motion to waive second reading and adopt Ordinance No. 23-1041, amending Section 12.32.030 (F) Structures, Plants, Trees, Rubbish of the Susanville Municipal Code regarding allowable activities at Loumena Tennis Courts.

Moved by Schuster; seconded by Brown to approve.

Motion Carried: 4- 0

Voting For: McCourt, Stafford, Schuster, Brown

Voting Against: None

Absent: Herrera

13. CITY ADMINISTRATOR'S REPORTS:

13.A Department Reports

Department heads presented the happenings within their departments.

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

Mr. Newton presented the item and requested Council direction.

Stafford, uniform grooming standards, speed survey, sick leave policy (to avoid abuse of it).

Mr. Newton stated that the meet and confer process has occurred with the grooming standards and the unit agreed to the policy provided to them so it is almost there.

[240103 Future Items List.pdf](#)

15. ADJOURNMENT: Adjourn at 5:52pm.

Quincy McCourt, Mayor

Heidi Whitlock, City Clerk

Approved on: January 17, 2024