

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, OCTOBER 2, 2024 – 4:30 PM

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

Roll Call of Councilmembers Present: Schuster, Brown, Bortle, Miller
Absent: Parrish

1. APPROVAL OF AGENDA:

Moved by Brown; seconded by Bortle to approve.

Motion Carried: 4 - 0

Voting For: Schuster, Brown, Bortle, Miller

Voting Against: None

Absent: Parrish

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): No comment.

3. CLOSED SESSION:

The city council met in closed session at 4:30pm to discuss the following:

A. CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code

Section §54957.6

1. Management Unit

Council Member Parrish arrived at 4:33pm.

4. RETURN TO OPEN SESSION:

The city council reconvened in open session at 5:02p.m.

The Pledge of Allegiance and Invocation were provided.

Leanne Vanderly, public, also provided a prayer.

Mr. Newton stated that, prior to going into closed session, the council approved the agenda as presented. He continued that the council then met in closed session to discuss the above-mentioned items where direction was provided to staff but no reportable action was taken.

5. BUSINESS FROM THE FLOOR: John Lightfoot, public, stated that they are arranging a community clean up and would like to get as many people as possible to join.

6. CONSENT CALENDAR:

Moved by Brown; seconded by Miller to approve.

Motion Carried: 5 - 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

6.A Minutes of the City Council September 18, 2024 regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the September 18, 2024 regular meeting.

[240918.cc.min.draft.pdf](#)

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

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Council Member Bortle provided a land acknowledgement statement.

9. **NEW BUSINESS:**

9.A Consider approving **Resolution No. 24-6365**, amending airport Lot 5A Ground Lease Agreement with Terry Poulsen and adding Jay Lian as an additional lessee.

Bob Godman, Public Works Director, provided an explanation of the item and requested council approval of resolution no. 24-6365.

[24-6365.pdf](#)

[5A Terry Poulsen _ Jay Liam Amend Lease Agreement.docx](#)

Motion to approve Resolution No. 24-6365, amending airport Lot 5A Ground Lease Agreement with Terry Poulsen and adding Jay Lian as an additional lessee.

Moved by Bortle; seconded by Miller to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

9.B Consider **Resolution No. 24-6366**, authorizing the Public Works Director to execute a contract with 323 Scada Services LLC for equipment and monthly subscription to gas flow monitoring equipment.

Director Godman provided an explanation of the item and requested council approval of resolution no. 24-6366.

[24-6366.pdf](#)

[Wellhead manager monthly.pdf](#)

[Wellhead manager setup fee.pdf](#)

Motion to approve Resolution No. 24-6366, authorizing the Public Works Director to execute a contract with 323 Scada Services LLC for equipment and monthly subscription to gas flow monitoring equipment.

Moved by Miller; seconded by Parrish to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

9.C Consider **Resolution No. 24-6367**, supporting the Honey Lake Hospice Light up a Life Ceremony and authorizing closure of South Lassen Street from Cottage Street to Main Street on Saturday, November 23, 2024, from 5:00 pm to 8:00 pm

Director Godman provided an explanation of the item and requested council approval of resolution no. 24-6367.

[24-6367.pdf](#)

[Light up the Night Request_ 2024.docx](#)

Motion to approve Resolution No. 24-6367, supporting the Honey Lake Hospice Light up a Life Ceremony and authorizing closure of South Lassen Street from Cottage Street to Main Street on Saturday, November 23, 2024, from 5:00 pm to 8:00 pm

Moved by Brown; seconded by Bortle to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.D Consider **Resolution No. 24-6368**, supporting closure of Main Street (State Route 36) from Fair Drive to the Veterans Memorial building located at 1205 Main Street and authorizing closure of Fair Drive from Russell Avenue to Main Street for the Veterans Day parade on Monday, November 11, 2024, from 10:00am to 12:00pm

Director Godman provided an explanation of the item and requested council approval of resolution no. 24-6368.

[24-6368.pdf](#)

[VFW 2024 Request Veterans Parade.pdf](#)

Motion to approve Resolution No. 24-6368, supporting closure of Main Street (State Route 36) from Fair Drive to the Veterans Memorial building located at 1205 Main Street and authorizing closure of Fair Drive from Russell Avenue to Main Street for the Veterans Day parade on Monday, November 11, 2024, from 10:00am to 12:00pm

Moved by Bortle; seconded by Brown to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.E Consider **Resolution No. 24-6369**, authorizing the Public Works Director to sign FC-31 and ATP 24-45 documents with the CalFire to authorize the use of Fire Crews for maintenance on City owned properties and rights-of-way.

Director Godman provided an explanation of the item and requested council approval of resolution no. 24-6369.

[24-6369.pdf](#)

Motion to approve Resolution No. 24-6369, authorizing the Public Works Director to sign FC-31 and ATP 24-45 documents with the CalFire to authorize the use of Fire Crews for maintenance on City owned properties and rights-of-way.

Moved by Parrish; seconded by Bortle to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

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

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

12. **CONTINUING BUSINESS**:

12.A Consider **Resolution No. 24-6370**, rescinding the \$100,000 in American Rescue Plan Act funding allocated to the Susanville Elk's Lodge project and allocating an additional

\$30,000 to the performing arts center project, and authorizing the mayor to execute the sub-recipient agreement for the performing arts center project business plan.

Margaret Long, City Attorney, provided an explanation of the item and requested council approval of resolution no. 24-6370.

Maria Fregulia, public, inquired as to how much the allocation would be in total for the performing arts center to which Mr. Newton responded that it would be up to \$480,000.

Mayor pro tem Brown stated that he would like to see the remaining funds to the golf course to which Council Member agreed on the golf course, although they specified different areas of the course.

Council Member Parrish inquired about the debt owed, if the Symphony item did not go through. Would it be enough or, should the \$70,000 be used to take care of urgent items.

Mr. Newton stated that, because payments have been made, the debt would be slightly less but there are always items that could be addressed with the \$70,000.

Council Member Parrish stated that he is simply looking at ways that we can use the money to bring in more money. He is in favor of the golf course due to the possible increase in revenue.

Council Member Bortle stated that he would like to allocate \$10,000 for tree trimming.

Mayor pro tem Brown inquired about the tree trimming to which Mr. Newton stated that it is the responsibility of the property owners. However, he understands that the cost makes it a burden. Also, making the streets budget pay for it is not feasible as the budget is already stretched.

Mayor Schuster agreed with the golf course with \$40,000 covering the pump and fertilizer costs and also \$30,000 for renovations of the old clubhouse.

[24-6370.pdf](#)

[SUBRECIPIENT AGREEMENT Susanville Symphony.pdf](#)

Motion to approve Resolution No. 24-6370, rescinding the \$100,000 in American Rescue Plan Act funding allocated to the Susanville Elks Lodge project and allocating an additional \$30,000 to the performing arts center project, and authorizing the mayor to execute the sub-recipient agreement for the performing arts center project business plan.

Moved by Bortle; seconded by Brown to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

13. CITY MANAGER'S REPORTS:

13.A Department Reports

The department heads in attendance provided an update on the happenings within their departments.

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

No comment.

[241002.FutureItemsList.pdf](#)

15. **ADJOURNMENT:**

Moved by Brown; seconded by Bortle to adjourn at 5:53pm.

Motion: 5 - 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: October 16, 2024