

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, FEBRUARY 5, 2025 – 4:30 PM

Mayor pro tem Brown called the meeting to order at 4:32pm.

Roll Call of Councilmembers Present: Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Absent: Mendy Schuster

1. APPROVAL OF AGENDA:

Moved by Patrick Parrish; seconded by Dawn Miller to approve.

Motion Carried: 4 - 0

Voting For: Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

Absent: Schuster

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): No public 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. Admin Unit

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

The Pledge of Allegiance and Invocation were provided.

Dan Newton, city manager, stated that prior to meeting in closed session, the City Council approved the agenda as presented. He continued that the Council then met in closed session to discuss the above-mentioned item where direction was provided to staff, but no reportable action was taken.

5. BUSINESS FROM THE FLOOR: A representative from Lassen Family Services provided information related to Teen Dating Violence Awareness Month. She requested that members of the community, in order to show support, wear orange, take picture of themselves for Facebook including #LassenFamilyServicesRespectThat.

6. CONSENT CALENDAR:

Moved by Patrick Parrish; seconded by Dawn Miller to approve.

Motion Carried: 4 - 0

Voting For: None

Voting Against: None

Absent: Schuster

6.A Minutes of the City Council January 15, 2025, regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the January 15, 2025, regular meeting.

[250115.cc.min.draft.pdf](#)

6.B Vendor and payroll warrants

Motion to receive and file

[01-02-25.pdf](#)
[01-09-25.pdf](#)
[01-10-25.pdf](#)
[01-16-25.pdf](#)
[01-17-25.pdf](#)

- 6.C Consider **Resolution No. 25-6403**, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.

Motion to approve Resolution No. 25-6403, approving and authorizing the modification to the Position Classification Schedule of the memorandum of understanding with the Administrative Bargaining Unit.

[25-6403.pdf](#)
[Admin Side Letter.pdf](#)

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

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Council Member Bortle stated that he met with Heather Hadwick and someone from Megan Dahle's office while in Sacramento at the Council Member Academy last week. He also provided the land acknowledgement statement.

Council Member Parrish stated that he also attended the Council Member Academy last week and learned a lot.

9. **NEW BUSINESS:**

- 9.A Consider **Resolution No. 25-6404**, authorizing the City Manager to amend the contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and execute all related agreements for the Ramsey Ditch Project and authorize the Finance Director to modify the budget as necessary to complete the work.

Bob Godman, public works director, provided an explanation of the item and requested Council approval of Resolution No. 25-6404.

[25-6404.pdf](#)

Motion to approve Resolution No. 25-6404, authorizing the City Manager to amend the contract with Pee Wee Enterprises for culvert replacement on Ramsey Ditch and execute all related agreements for the Ramsey Ditch Project and authorize the Finance Director to modify the budget as necessary to complete the work.

Moved by Patrick Parrish; seconded by Dawn Miller to approve.

Motion Carried: 4- 0

Voting For: Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

Absent: Schuster

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

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

12. **CONTINUING BUSINESS:**

- 12.A Consider **Resolution No. 25-6405**, temporarily placing a moratorium on Title 3 Revenue and Finance Chapter 3.32 of the Susanville Municipal Code - Public Facilities Impact Fees for a period of five years.

Tamra Spade, economic development director, provided an explanation of the item and requested Council approval of Resolution No. 25-6405.

Theresa Phillips, LMUD, shared that her company also has a line extension credit that they can offer as long as there is an energy efficiency shown. She stated that they may want to work together.

[25-6405.doc](#)

[24-1047.pdf](#)

Motion to approve Resolution No. 25-6405, temporarily placing a moratorium on Title 3 Revenue and Finance Chapter 3.32 of the Susanville Municipal Code - Public Facilities Impact Fees for a period of five years.

Moved by Curtis Bortle; seconded by Patrick Parrish to approve.

Motion Carried: 4- 0

Voting For: Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

Absent: Schuster

13. CITY MANAGER'S REPORTS:

13.A Department Reports Information only.

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

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

No new items were added at this time.

[250205.Future.Items.List.pdf](#)

15. ADJOURNMENT:

Moved by Patrick Parrish; seconded by Dawn Miller to adjourn at 5:26pm.

Motion Carried: 4 - 0

Voting For: Russ Brown, Curtis Bortle, Patrick Parrish, Dawn Miller

Voting Against: None

Absent: Schuster

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: February 19, 2025