

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, APRIL 2, 2025 – 4:30 PM

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

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

1. APPROVAL OF AGENDA:

Moved by Parrish; seconded by Bortle to approve.

Motion Carried: 5 - 0

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

Voting Against: None

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

3. CLOSED SESSION:

The City Council convened in closed session at 4:31pm to discuss the following:

A. **CONFERENCE WITH LABOR NEGOTIATORS** - pursuant to Government Code Section §54957.6

1. Fire Unit
2. Miscellaneous Unit
3. Public Works unit
4. SPOA Unit
5. Department Heads:
 - a. City Clerk
 - b. Economic Development Director
 - c. Finance Director
 - d. Public Safety Chief
 - e. Public Works Director

4. RETURN TO OPEN SESSION:

The Council reconvened in open session at 5:02pm.

The Pledge of Allegiance and Invocation were provided.

Dan Newton, City Manager, stated that prior to going into closed session, the Council approved the agenda as written. He added that direction was provided to staff with no reportable action taken.

Public Safety Chief, Mike Bollinger, presented Sergeant Hoover with a plaque for his work with Zeke and the K9 program. Sergeant Hoover then presented Mayor Schuster with \$1.00 for the purchase of Zeke to finalize the K9's retirement.

Chief Bollinger stated that the new fire truck is currently located behind the Council Chambers, where both Council members and the community had the opportunity to view the engine.

5. BUSINESS FROM THE FLOOR:

Theresa Phillips, LMUD public relations manager, provided an explanation of the power outage of April 1, 2025.

Amy Holley, public, presented a petition signed by approximately 300 people requesting the council invest in updated microphones and other audio-visual equipment. She also requested that all meetings be posted on Facebook.

6. CONSENT CALENDAR:

Moved by Bortle; seconded by Parrish to approve.

Motion Carried: 5 - 0

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

Voting Against: None

6.A Minutes of the City Council March 19, 2025, regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the March 19, 2025, regular meeting.

[250319.cc.min.draft.pdf](#)

6.B Vendor and Payroll Warrants Motion to receive and file

[03-06-25.pdf](#)

[03-07-25.pdf](#)

[03-13-25.pdf](#)

[03-18-25.pdf](#)

7. PUBLIC HEARINGS: No business.

8. COUNCIL DISCUSSION/ANNOUNCEMENTS: Council Member Bortle provided the Land Acknowledgement Statement.

9. NEW BUSINESS:

9.A Consider approval of Council Members' requests to use civic contribution funds from their remaining discretionary allocation of \$1,000.

Mr. Newton provided an explanation of the item and requested Council direction.

[18-5548 Civic Contribution Policy.pdf](#)

Motion to approve Council Member's requests to use civic contribution funds from their remaining discretionary allocation of \$1,000 as mentioned in the staff report.

Moved by Miller; seconded by Bortle to approve.

Motion Carried: 5- 0

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

Voting Against: None

9.B Consider **Resolution No. 25-6416, granting Lassen Fire Safe Council permission to conduct fuel treatments on City of Susanville property.**

[103_Letter_City of Susanville_3.5.2025.pdf](#)

[25-6416.pdf](#)

Motion to approve Resolution No. 25-6416, granting LFSC permission to conduct fuel treatments on City of Susanville property.

Moved by Bortle; seconded by Parrish to approve.

Motion Carried: 5- 0

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

Voting Against: None

9.C Consider approving modifications to the City of Susanville's Organizational Structure.

Mr. Newton and Chief Bollinger offered an explanation of the proposed changes and the benefit of adding additional firefighters to the city's organizational structure.

It was the consensus of the Council to move forward with the side letter for the Firefighters and the meet and confer process with the SPOA unit.

Mr. Newton stated that the final organization structure will be brought back for adoption as well as the associated Approved Position List.

[Current "approved: organizational chart 12-20-2023.pdf](#)
[Proposed "modified" organizational chart.pdf](#)

9.D Consider **Resolution No. 25-6419**, terminating Airport Ground Lease with I.D "Doc" Blevins and approving new Airport Ground Lease Agreement with Justin Seyfarth for Hangar #32 at the Susanville Municipal Airport

Mr. Godman provided an explanation of the item and requested Council approval of Resolution No. 25-6419.

[25-6419.pdf](#)
[Hangar 32_Justin Seyfarth Lease Agreement.doc](#)

Motion to approve Resolution No. 25-6419, terminating Airport Ground Lease with I.D "Doc" Blevins and approving new Airport Ground Lease Agreement with Justin Seyfarth for Hangar #32 at the Susanville Municipal Airport

Moved by Parrish; seconded by Miller to approve.

Motion Carried: 5- 0

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

Voting Against: None

9.E Discussion regarding proclamations and flag policy.

Mr. Newton provided an explanation of the item and requested Council discussion regarding city proclamations.

Council Member Parrish suggested the city continue without proclamations, noting the public's own proclamations hold more meaning. He also proposed a policy limiting flag displays to the American, California, and, if desired, the six U.S. military branch flags.

Council Member Bortle, a veteran, suggested an all-or-nothing approach to proclamations, noting that while he appreciates the Veteran's Day proclamation, he wants to avoid fairness concerns from other protected classes.

Council Member Parrish stated that he supported the public's ability to proclaim what they would like to during public comment and felt proclamations mean more coming from the community.

Council Member Bortle suggested limiting flags to the American and California flags.

It was the consensus of the Council for staff to bring back a policy allowing no proclamations and limiting flags to the American and California flags.

Mr. Newton proposed this policy be created by resolution and possibly an ordinance change to formalize the requested changes.

[24-6320.pdf](#)

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

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

12. **CONTINUING BUSINESS**: No business.

13. **CITY MANAGER'S REPORTS**:

13.A Department Reports

Attending department heads provided updates on current events within their departments.

14. **FUTURE COUNCIL ITEMS**:

14.A Future Council Items

Mr. Newton provided an explanation of the item and requested Council direction.

No new items were requested to be added to the list at this time.

[250402.Future.Items.List.pdf](#)

15. **ADJOURNMENT**: Meeting adjourned at 6:17pm.

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: April 16, 2025