

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, JULY 6, 2022 – 4:30 PM

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

Roll Call of Councilmembers Present: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

1. APPROVAL OF AGENDA: (Additions and/or Deletions)

Moved by Thomas Herrera; seconded by Kevin Stafford to approve.

Motion Carried: 5 - 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

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

3. CLOSED SESSION: The City Council entered into closed session at 4:31p.m.

4. RETURN TO OPEN SESSION:

The City Council reconvened in open session at 5:05pm

Mayor McCourt offered the Pledge.

Council Member Schuster offered the Invocation.

Mr. Newton stated that the Council met in closed session to discuss the following:

- A. CONFERENCE WITH LEGAL COUNSEL - existing litigation pursuant to Government Code Section 54956.9 (d)(1): Case number 63745, California Department of Corrections and Rehabilitation, Kathleen Allison, Gavin Newsom Vs. city of Susanville.

Mr. Newton stated that the Council met to discuss the above item, direction was provided to staff and he and the City Attorney will be releasing a press release tomorrow regarding the item.

5. BUSINESS FROM THE FLOOR: None.

6. CONSENT CALENDAR:

6.A Minutes of the City Council's June 15, 2022 regular meeting and June 21, 2022 special meeting.

[220615.cc.min.draft.pdf](#)

[220621.spec.cc.min.pdf](#)

Motion to waive oral reading and approve minutes of City Council's June 15, 2022 regular meeting and June 21, 2022 special meeting.

6.B Consider **Resolution No. 22-6018**, approving and authorizing the City Administrator to execute an extension of Memorandum of Understanding with the Operating Engineers Local Union No. 3 Bargaining Units

[22-6018.pdf](#)

[OE3 Extension Request Letters.pdf](#)

Motion to approve Resolution No. 22-6018, approving and authorizing the City Administrator to execute an extension of Memorandum of Understanding with the Operating Engineers Local Union No. 3 Bargaining Units

Moved by Mendy Schuster; seconded by Russ Brown to approve the consent calendar.

Motion Carried: 5 - 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

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

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Mayor McCourt offered the Land Acknowledgement Statement and the City's Mission Statement.

9. **NEW BUSINESS:**

9.A Appointment to fill Planning Commission vacancies

Mr. Newton stated that the item was regarding the vacancies on the Planning Commission and provided an explanation of what occurs on the Planning Commission.

Mayor McCourt invited those in attendance who are interested in being appointed to the Commission to speak to the Council.

Melanie Westbrook, James Merchant, and Tony Ardito took the opportunity to address the Council.

Heidi Whitlock, City Clerk, totaled the votes submitted by the Council members and Mr. Newton presented said results.

Mr. Newton recommended James Merchant and Melanie Westbrook to take the 4-year terms and Tony Ardito to fill the 1-year term. The two alternate terms will be filled by Curtis Bortle and Rita Heath should they accept them.

Moved by Thomas Herrera; seconded by Kevin Stafford to approve Mr. Newton's recommendation.

Motion Carried: 5- 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

9.B Appointment of Voting Delegate for the League of California Cities Annual Conference to be held on September 7-9, 2022.

Mr. Newton provided an explanation of the item and stated his interest in attending.

Council Member Stafford and Mayor pro tem Herrera also expressed their interest.

Council Member Schuster nominated Stafford to be the voting delegate; seconded by Herrera.

Motion Carried: 5-0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

Council Member Schuster nominated Mr. Newton and Mayor pro tem Herrera as alternates; seconded by Brown.

Motion Carried: 5-0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown
Voting Against: None

9.C Consider **Resolution No. 22-6016**, approving the appointment of representative to various Boards and Commissions.

Mr. Newton presented an explanation of the item and presented the proposed Committee List and requested approval of Resolution No. 22-2016.

Council Member Schuster stated that she has been pulled from the following commissions /boards to which she is a President or Vice President: LCTC, Pool, LAFCo and wanted to let those boards know.

Council Member Stafford stated that the Abandoned Vehicle, Indian Gaming Committee and others were on the list but, they never meet and requested research on the listed Committees to see if some of them can be removed from the list.

Mr. Newton suggested that staff look into the committees that do not appear to be meeting, as well those that should be meeting such as the Tree Committee, the Mural Committee, etc. to which Mayor McCourt agreed.

Mr. Newton stated that an updated list can be brought forward in a couple of months to adopt once updated with new committees and deletion of those no longer needed.

[22-6016.pdf](#)

Motion to approve Resolution No. 22-6016, approving the appointment of representative to various Boards and Commissions.

Moved by Kevin Stafford; seconded by Russ Brown to approve.

Motion Carried: 5- 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown
Voting Against: None

9.D Discussion regarding Referendum petition submitted on June 1, 2022, requesting the repeal of Ordinance No. 22-1033.

Mr. Newton provided information on the item, including the referendum process and the possible options and requested direction from the Council.

Mayor McCourt expressed his excitement for the members of the community making a strong effort and making a difference.

Council Member Schuster offered congratulations to the community as this is the first time the community has stopped an ordinance. She continued by asking Margaret Long, City Attorney, if repealed, if it could come back to which she responded, yes.

Mayor pro tem Herrera, Council Member Schuster, Council Member Stafford & Mayor McCourt agree to place the item on the ballot.

No less than five (5) members of the public expressed their opinions on the Ordinance.

Council member Schuster suggested the Council repeal the ordinance and not bring it back, Council Member Brown agreed.

Mayor pro tem Herrera stated that the revenue he was looking forward to was the distribution center, he is willing to change anything else but, he wants to focus on the distribution site. Of the two options he suggested to place it on the ballot.

Council Member Stafford requested that it goes to the ballot.

Mr. Newton stated that the item will be brought back at the next meeting.

[Signed Cert of Sufficiency.pdf](#)

- 9.E Consider **Resolution No. 22-6014**, authorizing the City Administrator to execute services contract agreement between the City of Susanville and Dutra Construction

Mr. Newton provided a brief explanation of the item and requested the approval of Resolution No. 22-6014.

[22-6014.pdf](#)

Motion to approve Resolution No. 22-6014, authorizing the City Administrator to execute services contract agreement between the City of Susanville and Dutra Construction

Moved by Russ Brown; seconded by Thomas Herrera to approve.

Motion Carried: 5- 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

- 9.F Consider **Resolution No. 22-6015**, authorizing the closure of Main Street from Cottage Street to Fair Drive on July 23, 2022, for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

Bob Godman, Public Works Director, provided an explanation of the time and requested approval of Resolution No. 22-6015.

[Letter to the City - Road Closure - 2022.pdf](#)
[22-6015.pdf](#)

Motion to approve Resolution No. 22-6015, authorizing the closure of Main Street from Cottage Street to Fair Drive on July 23, 2022, for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

Moved by Kevin Stafford; seconded by Mendy Schuster to approve.

Motion Carried: 5- 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

- 9.G Approved Position List

Mr. Newton provided an update on the item and requested approval of the list.

[220701 Draft Approved Position List.pdf](#)

Moved by Mendy Schuster; seconded by Thomas Herrera to approve.

Motion Carried: 5- 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

- 9.H Consider **Resolution No. 22-6017**, Approving and authorizing the fire department to purchase a used 2000 or newer Type III fire engine.

Tom Hernandez, Assistant Fire Chief, provided an explanation of the item and requested approval of Resolution No. 22-6017.

[22-6017.pdf](#)

Motion to approve Resolution No. 22-6017, approving and authorizing the purchase of a 2000 or newer Type III fire engine and authorize the finance division to adjust the FY 22/23 budget accordingly.

Moved by Mendy Schuster; seconded by Russ Brown to approve.

Motion Carried: 5- 0

Voting For: Thomas Herrera, Quincy McCourt, Kevin Stafford, Mendy Schuster, Russ Brown

Voting Against: None

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

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

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

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

13.A Department Reports

Mr. Newton requested discussion and direction regarding the next meeting as the meeting on the 20th occurs during the opening day of the fair.

The Council agreed to cancel the meeting on the July 20, 2022, and instead move the meeting to Monday, the 18th, with the exact time to be determined.

14. **FUTURE COUNCIL ITEMS**:

14.A Future Council Items

Council Member Stafford requested an update on the Canine at the Department.

[20220706 ITEMS FROM THE PODIUM.pdf](#)

15. **ADJOURNMENT**:

Motion to adjourn at 7:03p.m.

Respectfully Submitted by:

Quincy McCourt, Mayor

Heidi Whitlock, City Clerk

Approved on: July 18, 2022