

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, AUGUST 3, 2022 – 4:30 PM

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

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

1. APPROVAL OF AGENDA:

Mr. Newton stated that there is an Emergency Item, Resolution No. 22-6031, to be added to the agenda related to the water services across Richmond Road. The item is time sensitive, needing to be authorized prior to the next regularly scheduled meeting and was brought up after the distribution of the agenda. Mr. Newton requested Council either approve the addition of the item or set up a special meeting date.

Motion made by Brown, seconded by Herrera, to add the Emergency Item to this agenda as item 9E.

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

Motion Carried: 5 - 0

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

Voting Against: None

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

3. CLOSED SESSION:

The Council convened in Closed session at 4:30 p.m. 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.
- B. CONFERENCE WITH LABOR NEGOTIATIONS – pursuant to Government Code §54957.6:
 - 1. Administrative Unit

The City Council came out of closed session at 4:59 p.m.

4. RETURN TO OPEN SESSION:

The City Council reconvened in open session at 5:12 p.m.

Mayor McCourt started the Pledge of Allegiance and invited a member of the audience to provide an Invocation.

Mr. Newton apologized for the technical difficulties and then stated that an Emergency Item came to staff's attention after the agenda was published and needs to be acted upon prior to the next regularly scheduled meeting and the Council approved the item being placed on the agenda.

Mr. Newton also stated that the Council met on the closed session items above, that direction was provided to staff and no reportable action was taken.

5. BUSINESS FROM THE FLOOR:

Charles White, Pastor at Susanville Methodist Church, provided an update on the Food Pantry they offer and stated how the numbers have increased in the last year.

6. CONSENT CALENDAR:

6.A Minutes of the City Council's July 18, 2022 special meeting.

[220718.spec.cc.min..pdf](#)

Motion to waive oral reading and approve minutes of City Council's July 18, 2022, special meeting.

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

Motion Carried: 4-0

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

Voting Against: None

Abstain: Mendy Schuster

- 6.B Consider **Resolution No. 22-6024**, approving and authorizing the City Administrator to execute an extension of Memorandum of Understanding with the Administrative Unit. Motion to approve Resolution No. 22-6024, approving and authorizing the City Administrator to execute an extension of Memorandum of Understanding with the Administrative Unit.

[22-6024.pdf](#)

[20220714105307.pdf](#)

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

Motion Carried: 5- 0

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

Voting Against: None

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

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Mayor pro tem Herrera offered thanks to Mr. White for his service and hopes others do what he is doing.

Mayor McCourt stated the City's Mission Statement and offered the Land Acknowledgement Statement.

9. **NEW BUSINESS:**

- 9.A Vendor and payroll warrants

Chandra Jabbs, Finance Manager, offered an explanation of the item and requested Council approval.

[0492_001.pdf](#)

Motion to receive and file

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

Motion Carried: 5- 0

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

Voting Against: None

- 9.B Consider **Resolution No. 22-6025**, authorizing the Public Works Director to close one block of Sunkist Drive in front of the Senior Center for the purpose of a Superhero Fun Run and walk on Saturday, August 20, 2022.

Bob Godman, Public Works Director, offered an explanation of the item and requested approval of Resolution No. 22-6025.

[CASA Super Hero Run.pdf](#)
[22-6025.pdf](#)

Motion to approve Resolution No. 22-6025, authorizing the Public Works Director to close one block of Sunkist Drive in front of the Senior Center for the purpose of a Superhero Fun Run and walk on Saturday, August 20, 2022.

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

Motion Carried: 5- 0

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

Voting Against: None

- 9.C Consider **Resolution No. 22-6026**, authorizing the City Administrator to sign a contract with Kirack Construction, Inc. to perform the installation of a new window in Public Works Gas Division office located at 720 South Street

Mr. Godman provided an explanation of the item and requested approval of Resolution No. 22-6026.

[22-6026.pdf](#)

Motion to approve Resolution No. 22-6026, authorizing the City Administrator to sign a contract with Kirack Construction, Inc. to perform the installation of a new window in Public Works Gas Division office located at 720 South Street

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

Motion Carried: 5- 0

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

Voting Against: None

- 9.D Consider **Resolution No. 22-6020**, Accepting the City of Susanville's Audited Financial Statements for the Fiscal Year ending June 30, 2021

Chandra Jabbs, Finance Manager, offered an explanation of the item, stating that we have an unmodified audit and introduced the auditing firm used. Brett Van Lant offered a brief presentation on the Annual Comprehensive Financial Report (ACFR).

[22-6020.pdf](#)
[Susanville Financial Statements FY 2021.pdf](#) Susanville
[AU-C 260 Conclusion Letter FY 2021.pdf](#) Susanville
[Internal Control Report FY 2021.pdf](#) Susanville
[Appropriations Limit Report FY 2021.pdf](#)

Motion to approve Resolution No.22-6020, Accepting the City of Susanville's Audited Financial Statements for the Fiscal Year ending June 30, 2021

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

Motion Carried: 5- 0

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

Voting Against: None

- 9.E *****EMERGENCY ITEM***** Consider **Resolution No. 22-6031**, authorizing funding for the replacement of water services across Richmond Road and authorizing execution of an agreement

with Hat Creek Construction and Materials Inc, of Burney, California, for an amount not to exceed \$500,000

Motion to approve Resolution No. 22-6031, authorizing funding for the replacement of water services across Richmond Road and authorizing execution of an agreement with Hat Creek Construction and Materials Inc, of Burney, California, for an amount not to exceed \$500,000
Moved by Russ Brown; seconded by Thomas Herrera to approve.

Motion Carried: 5- 0

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

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. 22-6027**, a resolution of the City Council of the city of Susanville, California, calling and giving notice of the holding of a general municipal election and requesting the Board of Supervisors of the County of Lassen to consolidate a general municipal election to be held with the statewide primary election on Tuesday, November 8, 2022, for the submission to the qualified voters an ordinance.

Mr. Newton provided an explanation on the item, the process that this item has gone through as well as the options made available to the Council.

Comments were made by both the public and the Council regarding the item.

[22-6027 - Call Election Consolidation and Ordinance.pdf](#)

Motion to approve Resolution No. 22-6027, a resolution of the City Council of the city of Susanville, California, calling and giving notice of the holding of a general municipal election and requesting the Board of Supervisors of the County of Lassen to consolidate a general municipal election to be held with the statewide primary election on Tuesday, November 8, 2022, for the submission to the qualified voters an ordinance.

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

Role call vote: Schuster, No; Stafford, Yes; Brown, No; Herrera; Yes & McCourt, Yes.

Motion Carried: 3- 2

Voting For: Quincy McCourt, Kevin Stafford, Thomas Herrera

Voting Against: Mendy Schuster, Russ Brown

- 12.B Consider **Resolution No. 22-6028**, Continuing Resolution authority to meet payroll and vendor warrants in the absence of a formally adopted budget for FY 2022-2023 through September 7, 2022 or at adoption of the City's budget, which comes first.

Mr. Newton provided an explanation of the item and requested the approval of Resolution No. 22-6028.

[22-6028.pdf](#)

[22-6011.pdf](#)

Motion to approve Resolution No. 22-6028, authorizing the continuing resolution authority to meet payroll and vendor warrants in the absence of a formally adopted budget for FY 2022-2023 through September 7, 2022, or at adoption of the City's budget, which comes first.

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

Motion Carried: 5- 0

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

Voting Against: None

13. CITY ADMINISTRATOR'S REPORTS:

13.A Department Reports

Mr. Newton provided a brief update on the SeeClickFix App and how staff is getting familiar with the program as well as when it will launch.

Chief Cochran provided an update on the Fair and stated it was a busy week.

Mr. Godman offered his appreciation for Mr. Newton and wanted to share it with Council.

Chief Moore also provided information regarding the fair and how busy it was as well as stated that, although it is not easy to find, he found a fire engine that can be used for wildfires.

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

Council Member Brown suggested that there be a time limit on individual council members to speak, not during an entire council discussion but, as an individual.

Mayor pro tem Herrera requested that homelessness be brought forward. He would also like to see tier 2 of the shopping cart ordinance implemented, magnets on the carts so they are not in the river.

Council Member Schuster requested a conversation with Chief Cochran to talk about the break in's and how the Council can help.

[20220803 ITEMS FROM THE PODIUM.pdf](#)

15. ADJOURNMENT: Adjourned at 6:34p.m.

Respectfully submitted by:

Quincy McCourt, Mayor

Heidi Whitlock, City Clerk

Approved on: August 17, 2022