

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, APRIL 5, 2023 – 4:30 PM

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

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

1. APPROVAL OF AGENDA:

Moved by Kevin Stafford; seconded by Mendy Schuster to approve the agenda with two changes. Item 12A and 12B will both follow item 6, the consent calendar.

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):

3. CLOSED SESSION:

The City Council met in closed session to discuss the following:

A. CONFERENCE WITH LABOR NEGOTIATIONS – pursuant to Government Code §54957.6

1. Fire Unit
2. Miscellaneous Unit
3. Professional Technical Unit
4. Public Works Unit

4. RETURN TO OPEN SESSION:

The Council reconvened in open session at 5:00pm.

Mayor McCourt requested a member of the public start the Pledge of Allegiance and requested another to offer the Invocation.

Dan Newton, City Administrator, stated that the Council met in closed session to discuss the above-mentioned items, that direction was provided to staff and no reportable action taken. However, Council will reconvene in closed session at the conclusion of open session.

Mayor McCourt offered that the City Council proclaimed April to be "Sexual Assault Awareness Month" and further proclaimed "Denim Day" to be April 26, 2023.

5. BUSINESS FROM THE FLOOR:

Two members of the public voiced their opinions on the supportive housing project.

A member of the public inquired about the plan the city has for Barry Reservoir.

Brian Arnold, public, stated his interest in doing a soapbox derby and wanted to put the word out to which Theresa Phillips, Chamber of Commerce, suggested he reach out to them.

6. CONSENT CALENDAR:

6.A Minutes of the City Council's March 1, 2023 and March 15, 2023 regular meetings.

Motion to waive the reading of and approval of the City Council's March 1, 2023 and March 15, 2023 regular meetings.

[230301.cc.min.draft.2.pdf](#)

[230315.cc.min.draft.pdf](#)

6.B Vendor and payroll warrant

Motion to receive and file.

[03-01-2023.pdf](#)

[03-09-2023.pdf](#)

[03-15-2023.pdf](#)

[03-17-2023.pdf](#)

[03-23-2023.pdf](#)

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

12.A Consider **Resolution No. 23-6100**, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development.

Mr. Newton provided an explanation of the item.

After much council discussion, Mr. Newton recommended approving the following changes: item 4(a) of the MOU will state the appropriate title once that title is determined and the last sentence in item 1(c) will state "the term of the position will be from the initial date of appointment through June 30, 2027, *and will be under the direction of the City Administrator.*" It was also mentioned that, if the language regarding the ancestral homelands in the second whereas paragraph needed to be changed, it could come back for an amendment.

[23-6100.pdf](#)

[MOU SIR & City Economic Development ver 2.docx](#)

[DRAFT Job Description - Economic Development Director.docx](#)

[210915 Adopted Dept Head Process.pdf](#)

[2021.2022 MANAGEMENT MOU SIGNED.pdf](#)

Motion to approve Resolution No. 23-6100, Authorizing Memorandum of Understanding between Susanville Indian Rancheria and the city of Susanville regarding a partnership on economic development.

Moved by Thomas Herrera; seconded by Kevin Stafford to approve Option No. 1 of the MOU with the recommendations made by Mr. Newton.

Motion Carried: 3- 2

Voting For: Quincy McCourt, Kevin Stafford, Thomas Herrera

Voting Against: Mendy Schuster, Russ Brown

12.B Discussion regarding Permanent Supportive Housing Direction to staff

Mr. Newton provided a brief explanation of this item and stated that County representatives are here to discuss the project.

Richard Egan, and other Lassen County staff, provided more information on the topic.

No less than six members of the public commented on the item.

Council discussion.

Direction was provided to Mr. Newton to work with the County on the project.

Mayor McCourt requested a five-minute break at 7:30pm.

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

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Mayor McCourt offered the Land Acknowledgement Statement as well as the city's Mission Statement.

9. **NEW BUSINESS:**

9.A Lassen Prescribed Burn Association (PBA) Presentation Information Only

Item was tabled until the next meeting due to the need for the presenter to leave prior to the item coming forward.

[PBA Flyer](#)

9.B Consider **Resolution No. 23-6117**, authorizing the Finance Manager to increase the Natural Gas Division 7401 budget \$450,000.

Bob Godman, Public Works Director, provided an explanation of the item and requested approval of Resolution No. 23-6117.

[23-6117.pdf](#)

Motion to approve Resolution No. 23-6117, authorizing the Finance Manager to increase the Natural Gas Division 7401 budget \$450,000.

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.C Consider **Resolution No. 23-6120**, authorizing the Mayor to sign a contract with Farwest Corrosion Control Company to provide an Annual CP system survey for the City's six inch high pressure steel natural gas line cathodic protection system.

Mr. Godman provided an explanation of the item and requested approval of Resolution No. 23-6120.

[22-2744-MS-Rev 1 Farwest CP Proposal - City of Susanville.pdf](#)
[23-6120.pdf](#)

Motion to approve Resolution No. 23-6120, authorizing the Mayor to sign a contract with Farwest Corrosion Control Company to provide an Annual CP system survey for the City's six inch high pressure steel natural gas line cathodic protection system.

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

- 9.D Consider **Resolution No. 23-6121**, Authorizing the City Administrator to enter into Lease Agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 700 South Street, City's Public Works Department.

Mr. Godman provided an explanation of the item and requested approval of Resolution No. 23-6121.

[Forest Lease Contract.pdf
23-6121.pdf](#)

Motion to approve Resolution No. 23-6121, Authorizing the City Administrator to enter into Lease Agreement with Forest Office Equipment for a new Kyocera 4054ci printer located at 700 South Street, City's Public Works Department.

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 Consider signing bonus for recruitment of the Assistant Civil/Air Quality Engineer vacant position

Mr. Newton provided an explanation of the item and requested approval to offer a signing bonus for the position as it has been vacant for over a year.

Moved by Thomas Herrera; seconded by Mendy Schuster to authorize the City Administrator to offer a signing bonus of \$10,000 for the Air Quality/Civil Engineer position as requested in the staff report.

Motion Carried: 5- 0

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

Voting Against: None

- 9.F Consider **Resolution No. 23-6119**, authorizing the execution of an agreement with Bench Craft Company and authorizing the Mayor to execute agreement

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 23-6119.

[Bench Craft Attachment A.pdf
23-6119.pdf](#)

Motion to approve Resolution No. 23-6119, authorizing the execution of an agreement with Bench Craft Company and authorizing the Mayor to execute agreement

Moved by Kevin Stafford; 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

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

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

12. **CONTINUING BUSINESS**: *Items 12A and 12B were heard following item 6*

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

13.A Department reports Information only

Mayor McCourt stated that someone requested street sweeping by the Elks' Lodge.

Jolene Arredondo, Assistant the City Administrator, provided an update on the Golf Course.

Heidi Whitlock, City Clerk, offered information regarding the current hiring of part time employees for the golf course and pool.

Chief Cochran offered a brief update on John Murray's dogs.

Mr. Godman stated that 15 dump truck loads of cinders, etc... have been cleared from the roads. He also added that the drought restrictions are being lifted and water rates will go back down. He mentioned the clean-up day on April 22, 2023, that was planned as well as some information on an upcoming grant opportunity that they are seeking.

Chief Moore provided an update on staffing as well as a grant that they will be looking into.

Mr. Newton thanked the Council for their support during this time as well as staff for all of their efforts and working together as a team.

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

Mr. Newton provided an explanation of the list and inquired as to whether or not the council wanted something moved forward.

Councilmember Schuster requested an item be added regarding adding lines to the tennis courts to make it dual purpose for pickleball. Conversation occurred and a suggestion was made to use the basketball court at Fruit Growers Park.

Mr. Newton stated that the municipal code states that it is to be used as only a tennis court but, it can be changed. However, we can allow it for now and

Councilmember Stafford requested an update on the following: speed survey, uniforms (2008), grooming standards.

Mr. Newton stated that the grooming standards item has been moving forward.

Mr. Godman stated that speed surveys cannot be completed during inclement weather.

[20220405 Items from the Podium.pdf](#)

15. ADJOURNMENT:

Open session ended at 8:21pm and a break was taken.

The Council went back into closed at 8:28pm.

The Council reconvened in open session at 8:58pm where it was reported that direction was again provided to staff with no reportable action taken.

Meeting was adjourned at 8:59pm.

Quincy McCourt, Mayor

Respectfully submitted by:

Heidi Whitlock, City Clerk

Approved on: April 19, 2023