

April 16, 2019

## **REGULAR MEETING**

The regular meeting of the Loyaltown City Council was called to order by Mayor Sarah Jackson on April 16th at 6:00pm at the Loyaltown City Center Auditorium.

## **COUNCIL MEMBERS PRESENT**

S. Jackson, N. Rogers, J. Markum, D. Reide, B. Mitchell

## **COUNCIL MEMBERS ABSENT**

None

## **STAFF PRESENT**

S. Redmon- City Clerk, K. LeBlanc-Deputy City Clerk. Smith-Bookkeeper, Charlotte Willis-Assistant Bookkeeper

## **GUESTS PRESENT**

N. Tucker, A. Gunier, J. Buck, L. Wright, A. Fastbender, R. Belli, R. DeMartini, P. DeMartini, P. Roen, J. Merton, S. Dryden, L. Horner

## **APPROVAL OF AGENDA**

It was moved by B. Mitchell, seconded by J. Markum to approve the agenda as presented. Motion unanimously carried.

## **ANNOUNCEMENTS**

None

## **APPROVAL OF MINUTES**

It was moved by B. Mitchell, seconded by N. Rogers to approve the minutes for the Regular Meeting on March 19, 2019. Motion unanimously carried.

It was moved by B. Mitchell, seconded by N. Rogers to approve the minutes for the Special Meeting on March 29, 2019. Motion unanimously carried.

It was moved by B. Mitchell, seconded by N. Rogers to approve the minutes for the Special Meeting on April 4, 2019. Motion unanimously carried.

## **STAFF REPORTS/WRITTEN COMMUNICATIONS**

C. Willis informed the council on the Fire Department Internet and stated that Dave Roberti from the board of PSRE got them to waive the fee so it will be free. The old internet will be disconnected soon. T. Smith stated that thank you letters will be sent out.

Mayor Jackson thanked T. Smith for updating the City Web Site.

## **PUBLIC COMMENT**

P. Roen addressed the council on a grant that the City is eligible to receive from Cultural, Community and Natural Resources. He stated that the information is on the Sierra County Web Site in the agenda packet. This is a no match grant and the deadline to apply is July 2019.

Councilmember Markum inquired about the status of the Loyaltan Mobile Estates. Mr. Roen stated that another hearing either in April or March.

L. Sequeido President of the Loyaltan Little League thanked the Council for the use of the Little League Ball Fields and asked them to consider them if the grant comes through.

## **FIRE DEPARTMENT REPORT**

R. DeMartini Assistant Fire Chief stated the Fire Chief is in the process of drafting a letter to City Council for new turn out and to replace hoses. They would also like to expand the door at the Fire station.

Mayor Jackson stated that the items can be brought to the next budget workshop if not the one on Thursday April 18, 2019 there will be two more in May, one on the 2<sup>nd</sup> and the other on May 23.

## **FINANCIAL REPORT**

Mayor Jackson inquired about the John Deere payment. T. Smith will ask the auditor. Mayor Jackson inquired about the audit. T. Smith stated that they were here last week and she felt that it went well. She also informed the council that C. Collins will come up to help with the quick book program so both the new and old accounting software is correct. Councilmember Markum asked how far along are we with the new system. T. Smith stated that they are about 65% complete.

## **APPROVAL OF FINANCIAL REPORT**

It was moved by B. Mitchell, seconded by D. Reide to approve the financial report. Motion unanimously carried.

## **PAYMENT OF BILLS**

It was moved by B. Mitchell, seconded by J. Markum to approve payment of the bills, not to exceed \$200,088.60. Motion unanimously carried.

## **REIMBURSEMENT FOR USDA**

None

## **ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS**

1. It was moved by B. Mitchell, seconded by D. Reide to approve reconciled accounts for March 2019. Motion unanimously carried.

2. It was moved by B. Mitchell seconded, by D. Reide to approve fund transfer from General 1956 to enterprise loan 0559 for May payments of USDA Loans. Motion unanimously carried.

3. It was moved by B. Mitchell, seconded by N. Rogers to approve PP 69. Motion unanimously carried.

4. It was moved by B. Mitchell, seconded by N. Rogers to approve the Fund Transfer from General 1956 to Fire Department Reserve 7243 for Klamathon Fire (July 2018). Motion unanimously carried.

5. It was moved by B. Mitchell, seconded by D. Reide to approve the Fund Transfer from General 1956 to Fire Department Reserve 7243 for Strike Team (10-05-2019) Advance for (Evans, Heaston, Tanguay) Motion unanimously carried.

6. It was moved by B. Mitchell, seconded by J. Markum to approve the Fund Transfer from General 1956 to Fire Department Reserve 7243 Stone Fire (August 2018). Motion unanimously carried.
7. It was moved by D. Reide, seconded by N. Rogers to approve Fund Transfer from General 1956 to Fire Department Reserve 7243 for Strike Team advance for (Andakuz, Wolley). Motion unanimously carried.
8. It was moved by B. Mitchell, seconded by N. Rogers to approve Fund Transfer from General 1956 to Fire Department Reserve 7243 for Carr Fire (July/August 2018). Motion unanimously carried.
9. It was moved by B. Mitchell, seconded by D. Reide to approve Fund Transfer from General 1956 to Fire Department Reserve 7243 for Strike Team (10-05-2018) advance for (Simmerson). Motion unanimously carried.

## **PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION**

Vice Mayor N. Rogers informed the council that the Boom Truck is done and the maintenance crew will go to Reno to pick it up with the parts that were ordered for the side by side. She also informed the council that they are working on getting the pumps exchanged. Vice Mayor stated that the sprinkler system for the ball fields will be done this week. Vice Mayor Rogers and Councilmember Mitchell called Farr West about the pond liner work and it should be sometime in May. She also informed the council that the drip system downtown is on the list to be done soon.

Vice Mayor stated that she will be attending the LTC Meeting next week and she will inquire about the slurry for our streets and painting for stop sign etc.

## **OTHER COMMITTEE REPORTS**

Councilmember Reide welcomed the new employee Charlotte Willis. There was a discussion on the hours that City Hall will be opened. The new hours will be 8:00 a.m. to 4:00 p.m. Monday thru Friday. Councilmember Markum inquired on the training for the new software. T. Smith informed the council that Cougar Mountain will be training on Friday this week. T. Smith stated that the auditors will be here April 9<sup>th</sup> thru April 12<sup>th</sup>.

## **DISCUSSION AND POSSIBLE ACTION ITEMS**

1. Mayor Jackson informed the council that Mr. Buck has done some work already on the bathrooms. there is no estimate on the cost. Vice-Mayor Rogers will talk to Mr. Buck to see how much more needs to be done. After a brief discussion It was moved by B. Mitchell, seconded by J. Markum to purchase restrooms sign. Motion unanimously carried. It was moved by J. Markum, seconded by D. Reide to replace the system. Motion unanimously carried.
2. After a brief discussion It was moved by B. Mitchell, seconded by N. Rogers to move 2 Million into LAIF Account. Roll Call- Mayor Jackson-Aye, N. Rogers-Aye, B. Mitchell-Aye, D. Redie-Aye, J. Markum-Aye. Motion unanimously carried. Mayor Jackson stated that there are 8 choices of banks to chose from to deposit the money. It was moved by B. Mitchell, seconded by N. Rogers to approve to deposit the money into U.S. Bank. Roll Call- Mayor Jackson-Aye, N. Rogers-Aye, B. Mitchell-Aye, D. Redie-Aye, J. Markum-Aye. Motion unanimously carried. After a discussion for signers on the Account. It was moved by B. Mitchell, seconded by J. Markum to remove K. LeBlanc and to add J. Markum, T. Smith, C. Willis. Motion unanimously carried.
3. After a brief discussion on the Wild Fire Personnel Charges this item will be moved to the next Agenda.
4. Mayor Jackson informed the council that she has been in contact with Sherriff Fisher and after a brief discussion no action was taken. Mayor Jackson will keep the council informed.

5. It was moved by B. Mitchell, seconded by J. Markum to have the Non Budget purchase to not Exceed \$250.00 and budgeted items not to exceed \$1000.00 any purchase over the amounts must be approved by council. Motion unanimously carried. It was also moved by B. Mitchell, seconded by J. Markum to remove the USDA from the purchasing policy. Motion unanimously carried.
6. Mayor Jackson informed the council on the purchase of a surplus truck through the Federal Surplus program, she informed the council that the Loyalton Fire Department will get one and the City of Loyalton will receive one. She stated that this is a permanent loan but there will be shipping cost. It was moved by B. Mitchell, seconded by N. Rogers to purchase the two trucks. Motion unanimously carried. It was also moved by B. Mitchell, seconded by J. Markum to approve the Shipping cost not to exceed #3500.00. Motion unanimously carried.
7. Council Member B. Mitchell stated that D&D Roofing out of Reno will be here later this week to give us an estimate for the roof at City Hall. Council Members B. Mitchell and Council Member met with a contractor and he stated the it would cost \$6,000 for the siding at the Social Hall. No action was taken
8. It was moved by B. Mitchell, seconded by J. Markum to approve a lap top computer for the Loyalton Fire Department not to exceed \$600.00. Motion unanimously carried.

### INPUT FOR UPCOMING MEETINGS


1. Council Member Mitchell would like to look into the Fire Alarm System at City Hall Building.
2. Council Member Rogers would like to see about surplusng some of the equipment at the WWTP.
3. Allison Gunier would like to have her road on Beckwith paved.
4. Mayor Jackson would like a staff report on the donations for the Museum.

### CLOSING REMARKS

None

Meeting Adjourned

APPROVED

  
Mayor Sarah Jackson

ATTEST:

  
Samantha Redmon, City Clerk