

November 19<sup>th</sup>, 2019

## **REGULAR MEETING**

The regular meeting of the Loyalton City Council was called to order by Mayor Sarah Jackson on November 19, 2019 at 6:00pm at the Loyalton City Center Auditorium.

## **COUNCIL MEMBERS PRESENT**

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

## **COUNCIL MEMBERS ABSENT**

## **STAFF PRESENT**

Deputy City Clerk- Kathy LeBlanc, Charlotte Willis-Assistant Bookkeeper

## **GUESTS PRESENT**

J. Mitchell, A. Kinsinger, J. Beard, J. Buck, J. Mertton, L. Horner

## **APPROVAL OF AGENDA**

It was moved by B. Mitchell, seconded by N. Rogers 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 October 15, 2019. Motion unanimously carried.

It was moved by B. Mitchell, seconded by N. Rogers to approve the minutes for the Special Meeting on October 24<sup>th</sup>, 2019. Motion unanimously carried.

## **STAFF REPORTS/WRITTEN COMMUNICATIONS**

1. Alexia Kinsinger from Farr West Engineering gave the council and update on the Leak Detection Project.
2. Councilmember Mitchell reported that the front door to City Hall will have to be replaced. Item will be added to next agenda.
3. Mayor Jackson gave an update on the possibility of a pharmacy lock system through Tahoe Forest Hospital.
4. Public Works Director Nancy Rogers informed the Council that the maintenance crew failed their Water Certification test. They will re-take the test in January. Mayor Jackson stated that John Cussins Will continue being our operator of record for water.

## **PUBLIC COMMENT**

1. J. Buck thanked Keith Jordan for cleaning up the leaves at City Hall

## **FIRE DEPARTMENT REPORT**

None

## **FINANCIAL REPORT**

Council reviewed the Financial Report.

## **APPROVAL OF FINANCIAL REPORT**

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

## **PAYMENT OF BILLS**

It was moved by B. Mitchell, seconded by N. Rogers to approve payment of the bills, not to exceed \$71,246.41. Motion unanimously carried.

## **REIMBURSEMENT FOR USDA**

None

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

1. It was moved by B. Mitchell, seconded by N. Rogers to approve the fund transfer from General Account 1956 to Enterprise Loan 0559 for payment of USDA Loans for December 2019. Motion unanimously carried.
2. It was moved by B. Mitchell, seconded by N. Rogers to approve Fund Transfer from WWTP Settlement 4387 to General Checking 1956 for Beckwith Street Repair Work and CAO Scoping, Analysis and Reporting-Farr West Engineering. Motion unanimously carried.

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

Public Work Director Rogers reported maintenance crew has been busy at the WWTP. Council Member Mitchell inquired about the Social Hall Repair.

## **OTHER COMMITTEE REPORTS**

None

## **DISCUSSION AND POSSIBLE ACTION ITEMS**

1. Mayor Jackson informed the council that the Sierra County Sheriff's Department has a truck that they will loan us for snow plowing. After a brief discussion on the MOU that was presented. It was moved by J. Markum, seconded by N. Rogers to have the Mayor sign providing that there are no significant changes. Motion unanimously carried.
2. After a discussion on the Cal-Trust Investment Monies. It was moved by B. Mitchell, seconded by J. Markum to invest \$100,000.00 with the Cal-Trust Investment. Motion unanimously carried.
3. This item regarding snow plow repair will be added to the next agenda.

4. Mayor Jackson reviewed the 1<sup>st</sup> Quarter FY 20 Budget. No Action needed to be taken.
5. After a discussion on the Townsend Property a letter will go out and the item will be on the next agenda.
6. Mayor Jackson addressed the letter from Mr. Lombardi regarding the alley way. Mr. Lombardi does not own the alley; therefore no further action will be taken.
7. Mayor Jackson gave a report in regards to the Nielson Property Blockage. It was moved by B. Mitchell, seconded by J. Markum to begin formal action against Mr. Nielson. Motion unanimously carried.
8. After a discussion on filling the position of bookkeeper. It was moved by B. Mitchell, seconded by N. Rogers to approve the hiring of 2 Part Time or 1 Full Time. Motion unanimously carried.
9. It was moved by D. Reide, seconded by N. Rogers to approve the Salary Schedule as presented. Motion unanimously carried.
10. After a discussion on the blockage regarding Hill Street drainage. Vice-Mayor Rogers and Councilmember will reach out to the Sierra County to see if we can solve this.

### **INPUT FOR UPCOMING MEETINGS**

These items will be added to the Special Meeting Agenda:

1. Property Letters for Nuisance Properties.
2. Repairs for Senior Center.
3. Repair of Front Door for City Hall.
4. Recognition Plaque and Gift Certificate for J. Cussins.
5. Closed Session regarding Employee Performance Evaluation.

### **CLOSING REMARKS**

Mayor Jackson informed the Council that she will not be available through the upcoming holiday. If there are any issues please address them to the Vice-Mayor.

Meeting Adjourned

APPROVED:   
Mayor Sarah Jackson

ATTEST:   
Kathy LeBlanc, Deputy City Clerk