

CITY OF LOYALTON

COUNTY OF SIERRA
605 SCHOOL STREET
P.O. BOX 128
LOYALTON, CALIFORNIA 96118
(530) 993-6750
cityofloyalton.org



OFFICE OF THE MAYOR

AGENDA FOR THE SPECIAL MEETING OF THE LOYALTON CITY COUNCIL 5:00 PM – CITY HALL AUDITORIUM 605 SCHOOL STREET AUGUST 15TH, 2023 LOYALTON, CA.

**AGENDA AND PACKET AVAILABLE ON CITY WEB SITE
cityofloyalton.org**

**NEXT ORDINANCE #425
NEXT RESOLUTION #7-2023**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF AGENDA:

ANNOUNCEMENTS:

STAFF REPORTS:

PUBLIC COMMENT:

This is an opportunity for members of the public to address the Council on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Council cannot take action on any item not on the agenda. The City Mayor may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

A SPECIAL MEETING IS BEING HELD TO CONDUCT THE FOLLOWING BUSINESS:

CLOSED SESSION:

1. Closed Session pursuant to Government Code Section 54957, Public Employee Employment/Bookkeeper/Accountant/Maintenance Worker, Employee Evaluation Reviews.

Agenda Input of Upcoming Meetings

Council Member Closing Remarks

ADJOURNMENT

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OFFICE OF THE MAYOR

**AGENDA FOR THE REGULAR MEETING OF THE
LOYALTON CITY COUNCIL
6:00 P.M. – CITY HALL AUDITORIUM
605 SCHOOL STREET
AUGUST 15TH, 2023
NEXT ORDINANCE #425
NEXT RESOLUTION NO. 7-2023**

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cityofloyalton.org**

Any person with a disability may submit a request for reasonable modification or accommodation to the above-described means for accessing and offering comment at the meeting to Kathy LeBlanc, City Clerk, at [\[ofclerk-cityofloyalton@psln.com\]](mailto:ofclerk-cityofloyalton@psln.com) who will swiftly resolve such request.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **ANNOUNCEMENTS**
6. **APPROVAL OF MINUTES**
Regular Meeting July 18, 2023 (Attachment)
7. **STAFF REPORTS**
 1. Letter from Public Health regarding Vaccination Drive-Thru
8. **ACCEPTION OF RESIGNATION LETTER FROM SARAH JACKSON**
9. **APPOINTMENT TO FILL VACANCY ON CITY COUNCIL**
10. **APPOINTMENT OF MAYOR AND VICE MAYOR**

11. PUBLIC COMMENT

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12. FIRE DEPARTMENT REPORT

13. FINANCIAL COMMITTEE REPORTS

1. Financial Committee Report/Update

- Approval of Reconciled Accounts for July 2023 (Attachment)
- Approval of Bill Sheet July 2023 (Attachment)
- Acknowledgment of Approval of Fund Transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$24,000. (Attachment)

14. PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

15. OTHER COMMITTEE REPORTS

16. DISCUSSION AND POSSIBLE ACTION ITEMS

1. Discussion and Possible Action regarding Reaffirming our State of Emergency Water Distribution System.
2. Discussion and Possible Action Regarding Town Hall Meeting on Water Distribution System.
3. Discussion and Possible Action regarding approval of Business License for Summit Line Construction, Inc.

17. AGENDA INPUT FOR UPCOMING MEETINGS

18. BOARD MEMBER CLOSING REMARKS

19. ADJOURNMENT

July 18th, 2023

REGULAR MEETING

The Regular meeting of the Loyalton City Council was called to order by Mayor S. Jackson on July 18th, 2023, at 6:00 p.m. Loyalton City Auditorium

COUNCIL MEMBERS PRESENT Mayor S. Jackson, D. Riede, J. Markum, J. Gerow, D. Gayner

COUNCIL MEMBERS ABSENT

STAFF PRESENT

City Clerk- Kathy LeBlanc, Ken Bennett-Water System Operator/Maintenance

GUESTS PRESENT

J. Cameron, J. Giminez, M. Zuetcker, B. Mertton, D. McCoy, G. Clark, C. Johnson, T. Easley, L. Easley, L. Garza, K. Fenley, R. DeMartini, P. DeMartini, C. Weatherson, S. Dryden, D. Lawler, J. Herod, J. Buck, L. Horner, N. Rogers, S. McIlravy, M. Vukas (via zoom)

APPROVAL OF AGENDA

It was moved by D. Gayner, seconded by D. Riede to approve the agenda as presented. Motion unanimously carried.

ANNOUNCEMENTS

None

APPROVAL OF MINUTES

1. Councilmember Markum would like a typo corrected. It was moved by D. Riede, seconded by D. Gayner to approve the minutes of the Regular Meeting of June 20, 2023 as amended. Motion unanimously carried.

STAFF REPORTS/WRITTEN COMMUNICATIONS

City Clerk K. LeBlanc informed the Council on the upcoming SAM Renewal. After a brief discussion it was decided by consensus of the Council to file for free online.

CERTIFICATE OF APPRECIATION AWARD

Councilmember Gayner presented an Appreciation Award on behalf of the Loyalton City Council and the Loyalton Fire Department to Mayor Jackson for her years of service.

TIMED ITEM 6:15-CONTINUATION OF PUBLIC HEARING-WATER INFRASTRUCTURE FEE

Mayor Jackson opened the Continuation of the Public Hearing for comments.

The following comments were heard:

1. S. McIlravy asked if renters were allowed to vote. Mayor Jackson stated that 1 vote was taken per parcel.
2. C. Weatherson also inquired about the voting process.
3. C. Johnson asked for clarification on the Prop 218 process. Mayor Jackson gave a brief explanation. C. Johnson stated she was in favor.
4. P. DeMartini stated she was in favor.

Mayor Jackson then closed the hearing after hearing any more comments. Mayor Jackson then stated that 399 Protest Letters were sent out and 137 protested the Infrastructure Fee, stating that the proposed fee passed. It was moved by D. Gayner, seconded by J. Markum to approve the Infrastructure Fee. Roll Call Vote: Mayor Jackson-Aye, J. Gerow-Aye, J. Markum-Aye, D. Riede-Aye, D. Gayner-Aye. Motion unanimously carried. Mayor Jackson stated that this will be added to property taxes.

TIMED ITEM: Presentation from Michael Vukas, Community Programs Specialist, USDA Grant Opportunities for the City of Loyalton and Community

Mayor Jackson introduced Michael Vukas via zoom. Mr. Vukas addressed the council and members of the community on the Grant Opportunities that can be obtained through USDA. After a brief discussion, Mayor Jackson thanked Mr. Vukas for his time and information.

PUBLIC COMMENT

- C. Johnson inquired about the cell tower.
- J. Buck inquired about the size of the tower.
- B. Merton thanked Mayor Jackson for her service.
- P. DeMartini asked if the road will be repaired on School and Railroad, she also inquired about the past due utility bill being added to the tax roll.
- R. DeMartini thanked Mayor Jackson for her service on behalf of the Loyalton Fire Department.
- J. Cameron asked about street signs.
- L. Horner asked about playground equipment.

FIRE DEPARTMENT REPORT

Assistant Chief DeMartini reported on the following: (1) 114 calls for the year. (2) New Brush Truck getting equipment should be in service within a week. (3) Training still going on. (4) He requested that he be notified if the water tanks drop as fire season is upon us. (5) He would like to see the Fire Hydrants cleared of weeds.

FINANCIAL COMMITTEE REPORT/UPDATE

No Finance Report was given.

1. It was moved by J. Markum, seconded by D. Riede to approve reconciled accounts for June 2023. Motion unanimously carried.
2. It was moved by J. Gerow, seconded by D. Gayner to approve the bill sheet for June 2023 not to exceed \$53,276.09. Motion unanimously carried.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS.

1. It was moved by D. Gayner, seconded by J. Markum to approve fund transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$24,000. Motion unanimously carried.
2. It was moved by J. Markum, seconded by D. Gayner to approve fund transfer from General 1956 to Fire Department Reserve 7243 not to exceed \$10,000 per financial policy. Motion unanimously carried.
3. It was moved by J. Markum, seconded by G. Gerow to approve fund transfer from Fire Department Reserve 4243 to General 1956 not to exceed \$106,900.00 to cover final charges for the Brush Truck. Motion unanimously carried.

PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

1. Councilmember Riede reported that the crew is doing maintenance downtown. She will tell the crew to weed around the Fire Department and Hydrants.
2. Councilmember Gayner reported that there will be an LTC and LAFCO meeting tomorrow.

OTHER COMMITTEE REPORTS

None

DISCUSSION AND POSSIBLE ACTION ITEMS

1. Mayor Jackson gave a brief update on the water distribution system, after a brief discussion It was moved by J. Markum, seconded by D. Riede to reaffirm our State of Emergency Water Distribution System. Motion unanimously carried. (This item will be added to next agenda)
2. Mayor Jackson gave a report on the meeting and progress with the water system. Doug McCoy stated that the appropriation committee has received and reviewed our proposal and has been passed by the sub-committee. Councilmember Gayner reported on the process of disincorporation. Mayor Jackson voiced her concern about the amount of water usage that occurred over the Fourth of July Holiday weekend. She noted that the water restrictions are still in effect. The next meeting will be held on Thursday August 3, 2023. (This item will be added to the next agenda)
3. It was moved by J. Markum, seconded by D. Gayner to approve Second Reading and adoption of amendment of Ordinance 12.01.100, Section C, Boundary Line adjustment. Roll Call: Mayor Jackson-Aye, J. Gerow-Aye, J. Markum-Aye, D. Riede-Aye, D. Gayner-Aye. Motion unanimously carried.
4. It was moved by J. Markum, seconded by D. Gayner to approve Second Reading and adoption of Adjustment to Part 4 Revenue and Finance, Chapter 4.04 Purchasing. Bidding and Surplusing. Roll Call : Mayor Jackson-Aye, J. Gerow-Aye, J. Markum-Aye, D. Riede-Aye, D. Gayner-Aye. Motion unanimously carried.
5. After a brief discussion It was moved by J. Markun, seconded by D. Riede to approve DOWL Task Order Engineering for "VanDaam" leak and replacement of previously abandoned 10-inch Main Line not to exceed \$73,347.00. Motion unanimously carried.
6. It was moved by J. Markum, seconded by J. Gerow to approve the Preliminary Plan of Action for correction of Wastewater Treatment Plant notice of violation. Motion unanimously carried.
7. Mayor Jackson reported that the City is in a discussion with a Grade 3 operator. He will be coming to discuss the proposed offer.
8. Mayor Jackson reported that the Service agreement with Sierra Valley Enterprises for snow removal is no longer available for the City of Loyalton, therefore our crew will be responsible for snow removal.

9. After a discussion it was moved by D. Gayner, seconded by J. Markum to approve repairs of loader after an estimate is received by the City. Motion unanimously carried.
10. It was moved by J. Markum, seconded by D. Riede to remove S. Jackson as signer on Plumas Bank Accounts. Motion unanimously carried. It was moved by J. Gerow, seconded by J. Markum to add D. Gayner as additional signer on Plumas Bank Accounts. Motion unanimously carried.
11. It was moved by D. Riede, seconded by D. Gayner to approve the use of Little League Field for soccer games and practice. Motion unanimously carried.
12. It was moved by D. Gayner, seconded by D. Riede to approve Business License for Tamara Johnson "The Corner". Motion unanimously carried.
13. It was moved by D. Gayner, seconded by D. Riede to approve to fill vacancy on the Loyalton City Council by appointment. Motion carried. (Mayor Jackson abstained.)

INPUT FOR UPCOMING MEETINGS

None

CLOSING REMARKS

Mayor Jackson stated that it was an honor to serve as Mayor for the City of Loyalton.

Meeting Adjourned

APPROVED: _____
Mayor Jerry Gerow

ATTEST: _____

Kathy LeBlanc, City Clerk

From: LeTina Vanetti <lvanetti@sierracounty.ca.gov>
Sent: Tuesday, August 1, 2023 7:32 AM
To: ofclerk-cityofloyalton
Subject: Re: Alternate Flu Shot Drive-Thru Location

Good Morning,

I am looking for an alternate location to conduct the Annual Mass Vaccination Drive-Thru Drill (Free Flu Shots) in Loyalton. Over the last several years the congestion and traffic conflicts at the High School location have continued to escalate. The communication and coordination with the school has never been ideal.

Ideally, we have enough room to do two lanes of one way only traffic. Generally, we set-up about half hour in advance, vaccinate for 1.5 to 2 hours and breakdown. I have thought about asking CTL about doing a loop through the Business District area. Possibly a loop around Railroad Avenue not using the business park could work also.

Would the City of Loyalton be open to another location? If so, what is the procedure for interrupting normal traffic for a couple hours? What location to you suggest as a good alternative?

Sincerely,



LeTina Vanetti
Sierra County Sheriff's Office OES Coordinator
Public Health Emergency Preparedness Coordinator/
Alternate MHOAC
24x7 Dispatch 530-289-3700
Desk 530-993-6737 Cell 530-536-6517
lvanetti@sierracounty.ca.gov

Sarah M Jackson
PO Box 1063
Loyalton, CA 96118

7/18/2023

Re: City Council

Attn: City Clerk, Kathy LeBlanc, & to whom it may concern:

Effective the adjournment of the regular City Council meeting of 07/18/2023, I resign from my position as Mayor and City Council Member of the Loyalton City Council.

It has been my honor to serve this community since December 2018.

Respectfully Submitted,


Sarah M Jackson

July 19, 2023

Dear Loyalton City Council,

I would like to submit my name to fill the vacancy on the Loyalton City Council. I am actively involved with the Community, and I have recently served as a member of the Loyalton City Council. I am very familiar with the workings of the City of Loyalton. If appointed, I will do my best to improve the City while keeping the best interests of the community.

Thank you for your consideration,


Nancy Rogers

William J. Mertton

515 Main St.
P.O. Box 5
Loyalton, CA 96118
wmertton@gmail.com
530 386 2895

July 14, 2023

Loyalton City Council
605 School Street
Loyalton, CA 96118

Dear Council Persons Jackson, Markum, Gerow, Riede, and Gayner:

I would like to put my name forward to be appointed as a Council person to fill the upcoming vacancy created by the departure of Sarah Jackson. If appointed, I look forward to assisting in the governance of the City, but my main interests are with the improvement of our water and sewer systems.

Sincerely yours,

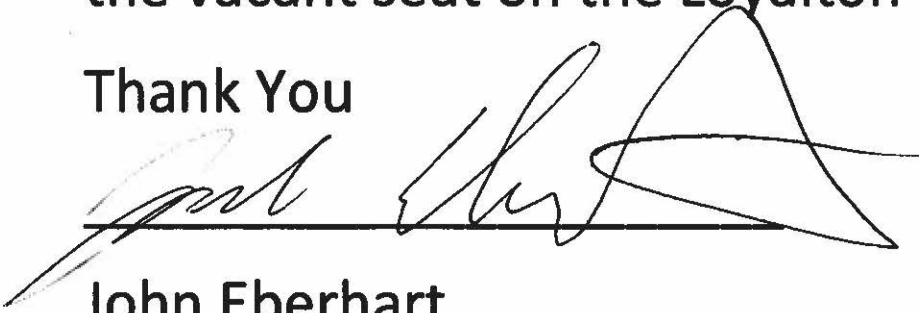
William J. Mertton

A handwritten signature in black ink, appearing to read 'WJ Mertton', with a long horizontal flourish extending to the right.

To the Loyalton City Council

I John Eberhart would like to be nominated for the vacant seat on the Loyalton City Council.

Thank You

A handwritten signature in black ink, appearing to read "John Eberhart", is written over a solid horizontal line. The signature is stylized and cursive.

John Eberhart

(530) 414-6227

johnfeberhart@yahoo.com

08/01/2023

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OFFICE OF THE MAYOR

APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: Dylan Welsh
(First) (Middle) (Last)
Address: 441 W. Power Line Rd Heber Telephone: 435-257-0721
Name of Business: Summit Line Construction, Inc.
Nature of Business: Contractor - High voltage Power line & substations
State Contractors License No. 954950 Resale License No: _____
Permanent Location of Business: Same as above Telephone: _____

Is Business a Corporation or Partnership? Yes X No _____
If so, please indicate the name(s), address(s), and title(s) of officer(s) or partner(s):
Dylan Welsh

Annual Gross Receipts from Business \$ TBD - more than \$150,000.00
(The City needs this information to determine the tax due per quarter. See schedule below.)

Date: 7/27/23 Signature: [Signature] Title: licensing

Sales or use tax may apply to your business activities. You may seek, written advice regarding the application of tax for your particular business by writing to the nearest State Board of Equalization office.

TAXES (Section 5.04.220 of Loyalton Municipal Code)

All businesses having gross receipts of:

- A. Less than \$10,000 annually – Fee of \$ 70.40* per year
- B. Between \$10,000 and 50,000 annually – Fee of \$114.40* per year
- C. Between \$ 50,000 and \$100,000 annually – Fee of \$158.40* per year
- D. Between \$100,000 and \$150,000 annually – Fee of \$202.40* per year
- E. More than \$150,000 annually – Fee of \$268.40* per year

* Please note the \$4.00 fee has been included with the annual fee for the State ADA Fees

For official use only

Date Received: 8-10-23

Fee Received: 268.00

City Clerk: [Signature] Date approved: _____