

CITY OF LOYALTON

COUNTY OF SIERRA
605 SCHOOL STREET
P.O. BOX 128
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OFFICE OF THE MAYOR

AGENDA FOR THE SPECIAL MEETING OF THE LOYALTON CITY COUNCIL 6:00 PM – CITY HALL AUDITORIUM 605 SCHOOL STREET JANUARY 2, 2025 LOYALTON, CA.

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

**NEXT ORDINANCE #425
NEXT RESOLUTION #1-2025**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF AGENDA:

ANNOUNCEMENTS:

STAFF REPORTS:

APPROVAL OF MINUTES:

1. Special Meeting December 17, 2024
2. Regular Meeting December 17, 2024

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 DISCUSS THE FOLLOWING BUSINESS

1. Discussion and Possible Action approving Designation of Applicant's Agent Resolution Non-State Agencies.

Agenda Input of Upcoming Meetings

Council Member Closing Remarks

ADJOURNMENT

December 17, 2024

SPECIAL MEETING

The special meeting of the Loyaltan City Council was called to order by Mayor Riede on December 17, 2024, at 5:30 p.m.

COUNCIL MEMBERS' PRESENT

D. Riede, J. Markum, B. Mertton S. McIlravy

COUNCIL MEMBERS ABSENT:

STAFF PRESENT: City Clerk-Kathy LeBlanc

GUESTS PRESENT:

APPROVAL OF AGENDA

It was moved by S. McIlravy, seconded by B. Mertton to approve the agenda as presented. Motion carried.

ANNOUNCEMENTS

None

STAFF REPORTS

None

PUBLIC COMMENT

None

DISCUSSION AND POSSIBLE ACTION

CLOSED SESSION:

1. It was decided by consensus of the council if Kirsten Whitley is willing to work 4 days a week, she will receive \$1.00 hr. wage increase starting January 6, 2025.

AGENDA IMPUT FOR UPCOMMING MEETING

COUNCIL MEMBER CLOSING REMARKS

MEETING ADJOURNED

APPROVED: _____
Mayor Darlene Riede

ATTEST: _____
Kathy LeBlanc- City Clerk

December 17, 2024

REGULAR MEETING

The Regular meeting of the Loyalton City Council was called to order by Mayor Riede on December 17, 2024, at 6:00 p.m. Loyalton City Auditorium

COUNCIL MEMBERS' PRESENT: J. Markum, B. Mertton, S. McIlravy, D. Riede

COUNCIL MEMBERS ABSENT:

STAFF PRESENT

City Clerk- Kathy LeBlanc

GUESTS PRESENT

N. Rogers, J. Buck, R. Demartini, P. DeMartini, J. Gerow, J. Powers, J. Howard, D. Lawlor, L. Garza, L. Horner, N. Rondeau, D. Hollingshead, J. Dines, K. Dines, S. Hayden, J. Hayden, C. Johnson, T. Easley

APPROVAL OF AGENDA

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

ANNOUNCEMENTS

1. Mayor Redie reported the action for the closed session regarding Kirsten Whitley hours and \$1.00 raise.
2. L. Garza addressed the council with her objection to J. Markum becoming Mayor or Vice-Mayor

APPROVAL OF MINUTES

1. It was moved by J. Markum, seconded by B. Mertton to approve the minutes of the Regular meeting of November 19 15, 2024, Motion carried.

CERTIFICATION OF ELECTIONS

1. It was decided by consensus of the Loyalton City Council to concur with the certified election results of November 2024.

CERTIFICATE OF APPRECIATION FOR OUTGOING MAYOR RIEDE

Councilmember McIlravy on behalf of the Loyalton City Council presented Mayor Riede with a Certificate of Appreciation for her service on the Loyalton City Council. Mayor Riede stated that it has been a pleasure serving the Council and community.

OATH OF OFFICE

City Clerk K. LeBlanc administered the oath of office to all newly elected officers, B. Mertton, J. Markum, J. Dines, S. McIlravy, J. Gerow. The City Clerk K. LeBlanc was sworn in by the outgoing Mayor Riede prior to the meeting. Outgoing Mayor Riede congratulated all with a final remark to the Council to be kind and respectful to each other and to appreciate our employees. She then handed over the gavel.

APPOINTMENT OF MAYOR AND VICE-MAYOR

1. It was moved by J. Markum, seconded by S. McIlravy to appoint B. Mertton as Mayor. Roll Call: J. Markum-Aye, J. Dines-Aye, B. Mertton-Aye, S. McIlravy-Aye, J. Gerow-Aye. Motion unanimously carried.
2. It was moved by J. Dines, seconded by B. Mertton to appoint J. Markum as Vice-Mayor. Roll Call: J. Markum-Aye, J. Dines-Aye, B. Mertton-Aye, S. McIlravy-Aye, J. Gerow-Aye. Motion unanimously carried.

APPOINTMENT BOARDS AND COMMITTEES

Mayor Mertton made the appointments to the following:

1. Transportation: S. McIlravy, J. Gerow, B. Mertton
2. LAFCO: S. McIlravy, J. Dines, J. Markum-Alternate
3. SCORE: K. LeBlanc, S. McIlravy-Alternate
4. Finance Committee: B. Mertton, J. Markum, J. Dines-Alternate
5. Public Works: B. Mertton, J. Dines
6. Streets and Parks: S. McIlravy, J. Gerow
7. Personnel: J. Gerow, S. McIlravy, B. Mertton-Alternate
8. SVGWMD: S. McIlravy, B. Mertton
9. Fund Raising and Public Relations: J. Markum, S. McIlravy

STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS

1. Mayor Mertton presented a letter from J. Kinkead regarding metal detecting at the park. It was decided by consensus of the council not to grant permission to Mr. Kinkead due to liability issues.

PUBLIC COMMENT

1. J. Buck inquired about appropriation funds.
2. D. Lawlor addressed the council on a delinquent water and sewer account that was attached to his property taxes.

FIRE DEPARTMENT REPORT

Assistant R. DeMartini stated that the Fire Department has had 255 calls this year, and wished everyone a Merry Christmas

FINANCIAL COMMITTEE REPORT/UPDATE

1. No Report given.
2. It was moved by S. McIlravy, seconded by J. Markum to approve the reconciled accounts. Motion unanimously carried.
3. It was moved by S. McIlravy, seconded by J. Markum to approve the bill sheet for November 2024 not to exceed \$69,923.81, Motion unanimously carried.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS.

1. It was moved by J. Markum, seconded by S, McIlravy to approve fund transfer from General 1956 to Enterprise Loan MM not to exceed \$20,000. Motion unanimously carried.

PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

Councilmember McIlravy reported on a trip hazard that exists downtown and that she is working on getting the streetlamps fixed.

OTHER COMMITTEE REPORTS

None

DISCUSSION AND POSSIBLE ACTION ITEMS

1. After a brief discussion It was moved by J. Markum, seconded by J. Gerow to reaffirm our State of Emergency Water Distribution System. Motion carried. (This item will be added to the next agenda)
2. Mayor Mertton stated that no more Town Hall meetings on the Water Distribution will be held until we receive more information.
3. Councilmember McIlravy gave a report on the removal of trees in the City of Loyalton and what Liberty Utilities proposed to assist the City.
4. Councilmember Markum gave a brief update on establishing a Wildland Checking account with Plumas Bank for wildland fire checks only. After a brief discussion it was moved by S. McIlravy, seconded by J. Markum to approve setting up an account with Plumas Bank for Wildland Fires. Motion unanimously carried.
5. It was moved by J. Markum, seconded by S. McIlravy to approve the removal of D. Riede as a signer on all Plumas Bank accounts. Motion unanimously carried. It was then moved by J. Markum, seconded by J. Dines to approve of adding S. McIlravy as a new signer to Plumas Bank Accounts. Motion unanimously carried.
6. Councilmember McIlravy addressed the council regarding the electrical meter for Musica Sierra at their cost. After a discussion it was moved by J. Dines, seconded by J. Gerow, to make the City of Loyalton Lead Agency for this project. Motion unanimously carried.

INPUT FOR UPCOMING MEETING

1. James Berardi from Plumas Sierra County School District in regard to purchase of Social Hall.

CLOSING REMARKS

Mayor Mertton thanked the community and wished everyone a Merry Christmas

Meeting Adjourned

APPROVED: _____
Mayor Mertton

ATTEST: _____

Kathy LeBlanc, City Clerk

DRAFT



Cal OES ID No: _____

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE Loyalton City Council OF THE City of Loyalton
 (Governing Body) (Name of Applicant)

THAT William Mertton, OR
 (Title of Authorized Agent)

Sue McIlravy, OR
 (Title of Authorized Agent)

Kelly Champion
 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Loyalton
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM),** under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA),** under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the City of Loyalton, a public entity established under the
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this ___ day of _____, 20___

William Mertton- Mayor

(Name and Title of Governing Body Representative)

Sue McIlravy- Councilmember

(Name and Title of Governing Body Representative)

Kelly Champion-Finance Director

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Kathy LeBlanc, duly appointed and City Clerk of
 (Name) (Title)
City of Loyalton, do hereby certify that the above is a true and
 (Name of Applicant)

correct copy of a resolution passed and approved by the Loyalton City Council
 (Governing Body)
 of the City of Loyalton on the 2 day of January, 2025,
 (Name of Applicant)

City Clerk

(Signature)

(Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."