

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
6:00 P.M. – CITY HALL AUDITORIUM
605 SCHOOL STREET
JUNE 11, 2024
NEXT ORDINANCE #425
NEXT RESOLUTION NO. 4-2024**

**AGENDA & PACKET AVAILABLE ON CITY WEB SITE
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 May 21, 2024 (Attachment)
7. **STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS**
 1. Information from DOWL regarding Water Infrastructure Requirements
 2. Emergency Evacuation Plan

8. 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 City 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 posted agenda**

9. FIRE DEPARTMENT REPORT

10. FINANCIAL COMMITTEE REPORTS

1. Financial Committee Report/Update

- Approval of Reconciled Accounts for February, March, and April 2024 (Attachment)
- Approval of Bill Sheet May (Attachment)
- Acknowledgment of Approval of Fund Transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$24,000. (Attachment)

11. PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

12. OTHER COMMITTEE REPORTS

13. 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 purchase of Chlorine Pump.
4. Discussion and Possible Action regarding adoption of Resolution 4-2024 Adopting a List of Projects for Fiscal Year 2024-2025 Funded by SB 1: The Road Repair and Accountability Act of 2017.
5. Discussion and Possible Action regarding adoption of Resolution 5-2024 A Resolution Ordering An Election, Requesting County Elections to Conduct The Election And Requesting Consolidation Of The Election.

14. AGENDA INPUT FOR UPCOMING MEETINGS

15. BOARD MEMBER CLOSING REMARKS

16. ADJOURNMENT

May 21, 2024

REGULAR MEETING

The Regular meeting of the Loyalton City Council was called to order by Mayor Riede on May 21, 2024, at 6:00 p.m. Loyalton City Auditorium

COUNCIL MEMBERS PRESENT Mayor Riede, J. Markum, B. Mertton, S. McIlravy

COUNCIL MEMBERS ABSENT

STAFF PRESENT

City Clerk- Kathy LeBlanc, Gary Price-City Planner

GUESTS PRESENT

J. Buck, P. DeMartini, S. Jackson, J. Powers, L. Garza, N. Rogers, L. Horner, J. Dines, O. McIntosh, G. Clark

APPROVAL OF AGENDA

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

ANNOUNCEMENTS

1. City Clerk LeBlanc announced the upcoming water rate study.
2. Councilmember Mertton thanked the council and community for their well wishes.
3. Councilmember Markum announced that the tower for Verizon should be up by this weekend and service should start in June.

APPROVAL OF MINUTES

1. It was moved by S. McIlravy, seconded by J. Markum to approve the minutes of the Regular Meeting on April 16, 2024. Motion carried.
2. It was moved by S, McIlravy, seconded by J. Markum to approve the minutes of the Special Meeting on April 30, 2024. Motion carried.
3. It was moved by S, McIlravy, seconded by J. Markum to approve the minutes of the Special Meeting on May 9th, 2024. Motion carried. (Councilmember Mertton abstained)

STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS

1. City Clerk LeBlanc informed the council she will be on vacation from June 13 through June 24, 2024. She would like to have the June Council Meeting on June 11, 2024.
2. City Clerk LeBlanc informed the council of the new implementation of Utility Billing system with the possibility of combing the City's Financials.
3. Mayor Riede appointed S. McIlravy to the Drought Task Force.

TIMED ITEM: PRESENTATION OF THE RICHARD MEDER AWARD

Mayor Riede presented the 10th Annual Richard Meder Award to Joe Dines and thanked him for all his work within the City of Loyalton. Mayor Riede also announced additional Certification of Appreciation to Jake Marsh and Wendy Bergstrom.

TIMED ITEM: FOLCHI LOT LINE ADJUSTMENT

Gary Price addressed the council on the lot line adjustment for Folchi and stated that it is consistent with the General Plan. After a brief discussion it was moved by J. Markum, seconded by B. Mertton to approve the Determination that the Lot Line Adjustment LLA 2024-01 is exempt from CEQA in accordance with Section 15305 of the California Environmental Quality Act (CEQA) guidelines regarding minor alteration in land use limitations, approve Lot Line Adjustment LLA 2024-01, Authorize Mayor to sign the appropriate documentation for recording LLA and Authorize City Clerk to file and record appropriate documents for the LLA upon applicant's payment for all City costs associated with processing the project. Roll Call: Mayor Riede-Aye, B. Mertton-Aye, J. Markum-Aye, S. McIlravy-Abstained. Motion carried.

TIMED ITEM: PUBLIC HEARING FOR 2024-2029 HOUSING ELEMENT

Gary Price addressed the Council and Public in regard to the Housing Element for the 7th Cycle 2024-2029.

Mayor Riede opened the Public Comment Hearing.

1. Councilmember Mertton questioned Regional Transportation Authority.
2. Jan Buck had concerns about the empty and abandoned houses in the City and what programs could be available for such projects.
3. Owen McIntosh also commented on the Blight Housing and Code Enforcement, Zoning issues and funding.
4. Phyliss DeMartini inquired about capacity for 2 accessory dwelling units.
5. Councilmember Markum inquired about ADU units.
6. Councilmember McIlravy also inquired about ADU units.

Mayor Riede then closed the Public Comment for the Housing Element

PUBLIC COMMENT

1. L. Garza addressed the council on comments made by Councilmember Markum.
2. O. McIntosh addressed the council on the progress of Musica Sierra
3. P. Demartini gave an update on the Pickle Ball Court.
4. J. Buck inquired about a street sweeper.
5. C. Johnson inquired about the trail signs in Loyalton and asked permission to move them to reflect the correct direction.

FIRE DEPARTMENT REPORT

P. DeMartini reported the following: (1) 85 calls so far this year. (2) Clean up at the Sierra Brooks Fire Station (3) Wild Land Fire Training and Hose Training (4) Building Inspection for widening of the doors at the Loyalton Fire Station. (5) Funds in Budget and Reserve Account. (6) Future payment to the Fire Department Reserve Account.

FINANCIAL COMMITTEE REPORT/UPDATE

City Clerk addressed the council regarding a payment plan for Property, Liability and Banking Layer. It was approved by consensus to approve the payment plan for our insurance.

1. After a brief discussion the reconciled accounts for February, March and April will be moved to the next agenda.
2. After a brief discussion it was moved by B. Mertton, seconded by S. McIlravy to approve the bill sheets for March 2024 not to exceed \$63,630.32 and for April 2024 not to exceed \$127,487.11. Motion carried.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS.

1. It was moved by S. McIlravy, seconded by B. Mertton to approve fund transfer from General (1956) to Enterprise Loan MM (0559) not to exceed \$24,000.00. Motion carried.

PUBLIC WORKS COMMITTEE REPORTS/PARK AND RECREATION

1. Mayor Riede gave a brief report on the status of the park stating that the water should be on by next week.

OTHER COMMITTEE REPORTS

1. Councilmember McIlravy inquired about the pothole on Taylor.
2. Mayor Riede reported that the city will be meeting with DOWL on Friday.

DISCUSSION AND POSSIBLE ACTION ITEMS

1. Mayor Riede gave a brief update on the water distribution system, after a brief discussion It was moved by J. Markum, seconded by B. Mertton to reaffirm our State of Emergency Water Distribution System. Motion unanimously carried. (This item will be added to next agenda)
2. No report was given for the Town Hall Meeting, next meeting will be on June 6, 2024. (This item will be added to the next agenda)
3. After a discussion on the Citizen Oversight Committee the council approved the following to be part of the committee: S. Jackson, J. Dines and D. McCoy. The council will continue to look for more people.
4. After a discussion it was moved by J. Markum, seconded by Bill Mertton to adopt Resolution 3-2024 Directing Repayment of Borrowed Funds from the Water and Sewer Funds to the General Fund. Roll Call: Mayor Riede-Aye, J. Markum-Aye, B. Mertton-Aye, S. McIlravy-Aye. Motion carried.
5. It was moved by S. McIlravy, seconded by B. Mertton to approve Business License for Jacob Wheeler Super Shine Mobile Detailing. Motion carried.
6. It was moved by S. McIlravy, seconded by J. Markum to approve Business License for Monica Howard Homemade Crafts. Motion carried.
7. It was moved by S. McIlravy, seconded by J. Markum to approve the Business License for Freedom Forever Residential Solar Installation. Motion carried.

INPUT FOR UPCOMING MEETINGS

- 1. Chlorine Pump
- 2. Reconciliation of bank accounts for February, March, and April 2024
- 3. Set amount of Past Due Utility Bill to go to the Auditor for Property Taxes.

CLOSING REMARKS

Meeting Adjourned

APPROVED: _____
Mayor Darlene Riede

ATTEST: _____
Kathy LeBlanc, City Clerk

DRAFT

From: Joy Markum <councilwomanmarkum@gmail.com>
Sent: Friday, May 24, 2024 4:39 PM
To: Luke Tipton
Cc: de.riede@yahoo.com; Kathy LeBlanc
Subject: Re: Loyalton Waterline Replacement EPA Meeting notes

This is great, thank you!

Joy

On Fri, May 24, 2024 at 3:14 PM Luke Tipton <LTipton@dowl.com> wrote:

Joy and Darlene,

I wanted to send along my notes from today's meeting and my understanding of what needs to be completed to utilize the appropriations funds for project costs.

- Waterline repair project is eligible to be funded with appropriation funding but it needs a Grant award from EPA first
 - We need to file a Technical Exception request to receive the Grant award
 - EPA estimates this process will take 6-7 months
- City needs to confirm or we need to contact HUD to confirm EA was submitted
 - If so, was the EA approved/accepted?
 - Was the cultural resource work completed?
- If the EA was finalized we need to get the EA to EPA for their review and acceptance. It is possible that EPA will not adopt or accept the HUD EA.
 - If this is the case the EA needs to be updated or expanded to meet EPA requirements
 - EPA review will take 4-6 weeks
 - After EPA review EPA will initiate tribal & SHPO consultation. 2 weeks of prep + 30 days of consultation
 - After consultation everything has to be put out for public comment for 30 days.
 - Best outcome would be a FONSI from HUD or EPA
 - This total process will take 4+ months
- Need to determine if the City wants HUD to make a NEPA determination or if we switch to EPA to make the determination.
- Once a determination has been made the EPA still needs to process the Grant award which is expected to take ~2 months
- Army Corps consultation is not needed since we are under the threshold for Nationwide permit per the HUD EA
 - However, we need good project documentation if this status is questioned in the future.
- Need to document SWRCB consultation and approval
 - We should have this in place
- Does additional CEQA filing or determination need to occur?
- EPA needs to review our contract documents to make sure it complies with their procurement policies
 - It is likely that the solicitation for quotes is not compliant and we will need to revise and re-bid.



Lutz-JESCO America Corp.

Lutz-JESCO America Corporation

55 BERMAR PARK
 ROCHESTER, NY 14624
 Ph: 585.426.0990 Fx: 585.426.4025

PAGE	QUOTATION NO.	CUST. NO.
1	79270	21000

SALES QUOTE

SOLD TO
City of Loyalton , CA
 P.O. box 127
 Loyalton, CA 96118, USA

SHIP TO
Public Works
 403 Poole Lane
 Loyalton CA, 96118 USA

ORDER DATE 05/30/24	PURCHASE ORDER NO. Magdos LD	SHIP VIA EXWORKS PREPAY/ADD Rochester,	F.O.B.	TERMS Credit Card		
LINE	ITEM NO.	DESCRIPTION	ORD QTY	SHIP DATE	UNIT PRICE	EXTENSION

1	50141214	MAGDOS-LD1 PUMP PMMA/FPM/CERAMIC/TU MAGDOS-LD1 PUMP PMMA/FPM/CERAMIC/TUBING SOLENOID ACTUATED METERING PUMP CAPACITY: 0.17 GPH @ 232 PSIG PUMP TYPE: SOLENOID INPUT VOLTAGE: 115 VAC DRIVE TYPE: 1 METERING HEAD MAT.: PMMA/PVC DEGASSING CONTROL UNIT: External control via floating contacts with impulse increase and reduction (79113 included) Level input with early warning and main alarm Release input Display in % of stroke frequency	2		\$ 1,009.00	\$ 2,018.00
2	37832	KIT-TUBING INJ,FV 1/4x3/8 PE/PVC/IT KIT-TUBING INJ.FOOT 1/4x3/8 PE/PVC/IT INCLUDES: FOOT VALVE w/8' 1/4x3/8 PVC TUBING. INJECTION NOZZLE-1/2" MNPT w/10' 1/4x3/8 PE Tubing MATERIALS: PVC/W/Glass ELASTOMER: VITON d/n 81244	1		\$ 77.00	\$ 77.00
3	39121	KIT-DIAPHRAGM - 24mm INCLUDES:DIAPHRAGM +DOSING HEAD SCREWS MATCHCODE:MEMBRAN-SET Tariff No. 40169991, Country of Origin Code:DE	2		\$ 66.00	\$ 132.00

REMARKS: In stock

SUBTOTAL	Tax	DISCOUNT	SHIP/HANDLING	\$ 2,227.00
\$ 2,227.00				\$ 2,227.00
				TOTAL ORDER VALUE

LOYALTON CITY COUNCIL
COUNTY OF SIERRA
STATE OF CALIFORNIA

RESOLUTION NO. 4-2024

RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2024-2025 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of The City of Loyalton are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Loyalton must adopt by resolution a list of all projects proposals to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Loyalton will receive and estimated \$ 19,267 in RMRA funding in Fiscal Year 2024-2025 from SB 1; and

WHEREAS, this is the sixth year in which the City of Loyalton is receiving funding and will enable the City of Loyalton to continue essential road and maintenance and rehabilitation projects, safety improvements, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1: and

WHEREAS, the City of Loyalton has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Loyalton used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Loyalton maintain and rehabilitate streets/roads, add active transportation infrastructure throughout the City of Loyalton this year and hundreds of similar projects into the future; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City of Loyalton streets and roads are in an “at risk/poor condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a “better“condition; and

WHEREAS, without revenue from SB 1, the City of Loyalton, would have otherwise been canceling projects throughout the community and/or laying off city staff; and

WHEREAS, if the Legislature and Governor failed to act, city streets and county roads would have continued to deteriorate, having many and varied negative impacts on our community; and

WHEREAS, modernizing the local street and road system provides well-paying construction jobs and boosts local economies; and

WHEREAS, police, fire, and emergency medical services all need safe reliable roads to react quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

WHEREAS, maintaining and preserving the local street and road system in good condition will improve bicycle safety, and make the pedestrian experience safer and more appealing and

WHEREAS, restoring roads before they fail also reduces construction time which results in less air pollution from heavy equipment and less water pollution from site run-off; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the Loyalton City Council, County of Sierra, State of California, as follows:

1. The foregoing recitals are true and correct.
2. “The following previously proposed and adopted projects may utilize fiscal year 2024-2025 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City of Loyalton is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues.”

Project Description	Project Location	Est. Useful Life	Est. Completion Schedule
Preparation and plans and specification to repair curbs and roadway damaged in the flood of 2017	Railroad Ave and Lewis Ave	3-5 years	8/2025 - 8/2027
Chip Seal and Slurry on all city streets, New Stop Signs, Fix pothole on city streets	<p>Street Boundaries Include: Poole Ln, Beckwith Rd, White St, Jones St, Zollinger St, Meeker St, 1st St, 2nd St, 3rd St, 4th St, E 2nd St, W 3rd St, N 5th St, Church St, Court Ln, Pine St, Railroad Ave, School St, Front St, E Lewis St, Mill St, Taylor Ave, Granite Ave, Patterson Ave, Cemetery Rd, Hill St.</p> <p>All locations have yet to be finalized and are subject to change. Each location will be selected based on priority need and resources throughout the year.</p>	5-10 years	8/2025 - 8/2027

PASSED AND ADOPTED by the City Council of the City of Loyalton, County of Sierra, State of California this 11th day of June , 2024 by the following vote:

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

CITY OF LOYALTON

ATTEST:

 Darlene Riede, Mayor

 Kathy LeBlanc, City Clerk

**CITY OF LOYALTON
RESOLUTION NO. 5-2024**

**A RESOLUTION ORDERING AN ELECTION, REQUESTING COUNTY
ELECTIONS TO CONDUCT THE ELECTION, AND REQUESTING
CONSOLIDATION OF THE ELECTION**

CITY OF LOYALTON

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the election official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on November 5, 2024;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT THE governing body of the City of Loyalton hereby orders an election be called and consolidated with any and all elections also called to be held on November 5, 2024 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the city request to the Board of Supervisors of the County of Sierra to order such consolidation under Elections Code Section 10401 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors to permit the Sierra County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

BE IT FURTHER RESOLVED AND ORDERED that the Sierra County Elections Department conduct the election for the following offices on the November 5, 2024, ballot:

<u>SEATS OPEN</u>	<u>OFFICE TERM</u>
2 Council Members	4 years
3 Council Members	2 years
1 City Clerk	4 years

PASSED AND ADOPTED this 11 day of June 2024 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Darlene Riede, Mayor

Kathy LeBlanc, City Clerk

Special Districts and Cities MUST file by July 3, 2024

**NOTICE TO COUNTY CLERK
OF ELECTIVE OFFICES TO BE FILLED
AND
TRANSMITTAL OF MAP AND BOUNDARIES**

CITY OF LOYALTON

To the County Clerk of Sierra County:

(1) Notice is hereby given that the elective offices of the district/city to be elected at large at the general election scheduled for November 5, 2024, are as follows:

(PLEASE PRINT OR TYPE)

<u>OFFICE</u>	<u>INCUMBENT'S NAME</u>	<u>TERM</u>
Council member	Joy Markum	4 years
Council member	Darlene Riede	4 years
Council Member	Vacant	2 years
Council Member	William Mertton	2 years
Council Member	Susan McIlravy	2 years
City Clerk	Kathy LeBlanc	4 years

SPECIAL DISTRICTS: No election will be held if there are an insufficient number of nominees.

CITIES: If there is an insufficient number of nominees, city council will decide to fill the office by appointment by E-75 or proceed with the election. If any city measure is on the ballot, the election is held regardless.

- (2) The qualifications of a nominee of an elective officer of the district/city are as follows (i.e. a registered voter in the district/city):
- (3) The Candidate's Statement of Qualifications shall be limited to 200 words.

The candidate is responsible for paying the cost of publishing the Candidate's Statement of Qualifications in the Voter's Information Pamphlet at the time of filing his/her statement.

CHECK ONE: YES

NO

The District/City will pay the cost of publishing the Candidate's Statement of Qualifications.

Candidates for special districts pay the County Clerk. Candidates for city offices pay the City Clerk.

- (4) Tie votes for City and District elections are resolved by lot according to Elections Code §15651 and §10551.
- (5) A map showing the boundaries of the district within this county are on file in the County Clerk's office.

(Seal of the District/City)

Dated: _____

Signature (District Secretary/City Clerk)