

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 REGULAR MEETING OF THE
LOYALTON CITY COUNCIL
6:00 P.M. – CITY HALL AUDITORIUM
605 SCHOOL STREET
NOVEMBER 18TH, 2025
NEXT ORDINANCE #425
NEXT RESOLUTION NO 11-2025**

**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 10-21-25 (Attachment)
7. **STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS**

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 (Attachment)
- Approval of Bill Sheet for October 2025 (Attachment)
- Acknowledgment of Approval of Fund Transfer from General 1956 to Enterprise Loan MM 0559 not to exceed \$25,000. (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 approval of Business License for Aurelian Mountain -Sierra Mountain Auto Sales, LLC
3. Discussion and Possible Action regarding Holiday Incentive for employees.

14. **AGENDA INPUT FOR UPCOMING MEETINGS**

15. **BOARD MEMBER CLOSING REMARKS**

16. **ADJOURNMENT**

October 21st, 2025

REGULAR MEETING

The Regular meeting of the Loyalton City Council was called to order by Mayor Markum on October 21st, 2025, at 6:00 p.m. Loyalton City Auditorium

COUNCIL MEMBERS' PRESENT: J. Markum, J. Dines, S. McIlravy, J. Gerow, B. Mertton

COUNCIL MEMBERS ABSENT:

STAFF PRESENT

City Clerk- Kathy LeBlanc

GUESTS PRESENT

L. Garza, J. Powers, D. McAdams, J. Folchi

APPROVAL OF AGENDA

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

ANNOUNCEMENTS

1. Mayor Markum announced that the First Phase of the water line has been finished and the boil water notices have been lifted.

APPROVAL OF MINUTES

1. It was moved by S. McIlravy, seconded by J. Gerow to approve the minutes for the Regular meeting of 9-16-25. Motion unanimously carried.
2. It was moved by S. McIlravy, seconded by J. Gerow to approve the minutes for the Special meeting of 10-7-25. Motion unanimously carried.
3. It was moved by S. McIlravy, seconded by J. Gerow to approve the minutes of the Special meeting of 10-14-25. Motion unanimously carried.

STAFF REPORTS/WRITTEN COMMUNICATIONS/UNFINISHED BUSINESS

1. Mayor Markum informed the community and council of the Letter from M. Welbourn regarding animal control. No response to letter.
2. Mayor Markum informed the council on a letter of support for Plumas-Sierra Telecommunications regarding fiber optics. It was moved by B. Mertton, second by J. Dines to approve the letter of support. Motion unanimously carried.

PUBLIC COMMENT

1. None.

FIRE DEPARTMENT REPORT

No Report was given

1. Councilmember McIlravy stated that no bids were received for the 2000 Pierce Dash Fire Engine. Councilmember McIlravy stated that the Fire Chief would like to sell the engine through a third party for a percentage of the sale of the Fire Engine. It was moved by S. McIlravy, seconded by J. Gerow to approve the request. Motion unanimously carried.
2. Councilmember McIlravy reported on the purchase of the jaws. After a discussion it was moved by S. McIlravy, seconded by J. Gerow to approve the purchase of the jaws of life not to exceed \$25,000. Motion unanimously carried.
3. After a discussion it was moved by S. McIlravy, seconded by J. Gerow, to adopt Resolution 10-25 approving the Department of Forestry and Fire Protection Agreement #7FG25063. Roll Call: Mayor Markum-Aye, B. Mertton-Aye, J. Dines-Aye, S. McIlravy-Aye, J. Gerow-Aye. Motion unanimously carried.

FINANCIAL COMMITTEE REPORT/UPDATE

1. No Report given
2. It was moved by J. Dines, seconded by B. Mertton to approve the reconciled accounts. Motion unanimously carried.
3. It was moved by B. Mertton, seconded by J. Dines to approve the bill sheet for September 2025 not to exceed \$95,564.48. Motion unanimously carried.

ACKNOWLEDGEMENT OF APPROVAL OF FUNDS TRANSFERS.

1. It was moved by J. Dines, 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 Gerow stated that G. Lonergan last day will be the end of this week, and that the water will be shut of at the park next week.

OTHER COMMITTEE REPORTS

Mayor Markum gave a brief report on the roof repair.

Councilmember McIlravy gave an update on the water repair for Taylor. She would also like to order some cold patch for the potholes in the city. Councilmember McIlravy would like to compile a list of part-time employees for extra help when needed. Councilmember McIlravy and Councilmember Gerow will compile a list that will be approved by Mayor Markum.

DISCUSSION AND POSSIBLE ACTION ITEMS

1. After a brief discussion It was moved by B. Mertton, seconded by S. McIlravy to reaffirm our State of Emergency Water Distribution System. Motion unanimously carried. (This item will be added to the next agenda)

2. The item regarding Town Hall Meeting will be removed from the agenda. Mayor Markum will give updates as needed.
3. After a discussion it was moved by B. Mertton, seconded by S. McIlravy to adopt Resolution 9-2025 regarding the California Uniform Public Construction Cost Accounting. Roll Call: Mayor Markum-Aye, B. Mertton-Aye, J. Dines-Aye, S. McIlravy-Aye, J. Gerow-No. Motion carried.
4. After a brief discussion it was moved by S. McIlravy, seconded by B. Mertton, to approve letter to the SVGWMD for application for a new well for Route 49 Partners. Motion unanimously carried.
5. Jessica Folchi addressed the Council regarding Christmas on Main Street. After a discussion it was moved by J. Gerow, seconded by B. Mertton, to approve a donation of \$100.00 from the Loyalton City Council. Motion unanimously carried. (Individual Councilmembers will each donate \$80.00 personally to Christmas on Main Street.)
6. After a discussion it was by S. McIlravy, seconded by J. Dines to approve Gary Price to work on the Housing and Zoning Code. Motion unanimously carried.
7. After a discussion it was moved by J. Dines, seconded by J. Gerow, to approve the purchase of a new heater for City Hall in the amount of \$8,161.00. Motion unanimously carried

IMPUP FOR UPCOMING MEETING

CLOSING REMARKS

Meeting Adjourned

APPROVED: _____
Mayor Markum

ATTEST: _____
Kathy LeBlanc, City Clerk

Acknowledgement of Approval, City of Loyalton

The City of Loyalton acknowledges approval of the below listed reconciled Plumas Bank Accounts

General Account (1956)	\$286,521.17	Reconciled as of 10/31/2025
Enterprise Loan Savings (0559)	\$120,699.15	Reconciled as of 10/31/2025
WWTP Settlement (4387)	\$13,715.39	Reconciled as of 10/31/2025
Fire Department Savings (7243)	\$86,408.66	Reconciled as of 10/31/2025
FEMA Flood Savings (0059)	\$45,703.32	Reconciled as of 10/20/2025
CalTRUST Enterprise	\$67,332.41	Reconciled as of 10/31/2025
CalTRUST Fire Dept Reserve	\$158,295.52	Reconciled as of 10/31/2025
CalTRUST Roof	\$101,744.14	Reconciled as of 10/31/2025
LAIF WWTP Settlement (496)	\$1,729,565.66	Reconciled as of 10/31/2025
Wildland Fire Checking (4162)	\$51,244.00	Reconciled as of 10/31/2025

This authorization took place at the council meeting held on 11/18/2025 and will be further reflected in the council minutes of this meeting.

Authorized Signature

Joy Markum
Printed Name

Mayor, Dated 11/18/2025

City of Loyalton

Bills Paid

October 20 through November 12, 2025

9:45 AM

11/12/25

Accrual Basis

Type	Date	Num	Name	Memo	Amount
General Funds					
General Checking 1956- NEW					
Liability Check	10/20/2025	E-pay	Employment Development Department	69817369 QB Tracking # -968822766	-375.89
Liability Check	10/20/2025	E-pay	US Treasury-941	94-6000364 QB Tracking # -968791766	-2,393.12
Bill Pmt-Check	10/21/2025	9790	Franklin E Dalpez	Waterline Assistance Work	-300.00
Paycheck	10/23/2025	9785	LeBlanc, Katherine L		-853.90
Paycheck	10/23/2025	9786	Lonegan, Greg		-1,095.15
Paycheck	10/23/2025	9787	McGarity, Billy R		-2,056.93
Paycheck	10/23/2025	9788	Whitley, Kirsten A		-457.13
Paycheck	10/23/2025	9789	Wolley, George W		-2,794.69
Check	10/23/2025	9791	Christmas on Main Street		-100.00
Check	10/23/2025	9792	Joseph Dines	Donation	-100.00
Bill Pmt-Check	10/23/2025	9793	Sierra Valley Mobile Repair	Water Reimbursement	-431.04
Bill Pmt-Check	10/23/2025	9794	Farr Construction Corporation	Brush 12 Repairs	-1,627.91
Liability Check	10/28/2025	E-pay	US Treasury-941	City of Loyalton Waterline	-219,822.21
Bill Pmt-Check	10/28/2025	9805	DOWL / Farr West Engineering	94-6000364 QB Tracking # 1748584334	-137.74
Bill Pmt-Check	10/28/2025	9806	Intermountain Disposal, Inc.	Waterline Replacement Project	-11,346.39
Bill Pmt-Check	10/28/2025	9807	L N Curtis & Sons	Garbage Disposal	-123.92
Bill Pmt-Check	10/28/2025	9808	S.C.O.R.E.	MSA, Flow Testing	-1,897.50
Bill Pmt-Check	10/28/2025	9809	Sierra Valley Groundwater Mgmt. District	Installment 4 and 2nd Quarter Workers Comp.	-19,821.08
Bill Pmt-Check	10/28/2025	9810	Silver State Analytical Laboratories, Inc	Well Management	-200.00
Bill Pmt-Check	10/28/2025	9811	Xerox Corporation	Effluent Weir vault	-77.00
Check	10/28/2025	9812	George Wooley	951429299	-235.86
Paycheck	10/30/2025	9795	Dines, Joseph D	Reimbursement	-138.52
Paycheck	10/30/2025	9797	LeBlanc, Katherine L		-138.52
Paycheck	10/30/2025	9799	McIlravy, Susan L		-138.52
Paycheck	10/30/2025	9800	Merton, William J		-138.52
Paycheck	10/30/2025	9796	Gerow, Jerry C		-138.52
Paycheck	10/30/2025	9798	Markum, Joy L		-138.52
Check	10/31/2025	9801	Patsy Jardin Retiree		-2,306.13
Check	10/31/2025	9802	John Cussins Retiree	November 2025 Pension	-1,414.06
Check	10/31/2025	9803	Donald Yegge Retiree	November 2025 Pension	-619.76
Check	10/31/2025	9804	Orville McGarity Retiree	November 2025 Pension	-323.85
Check	11/03/2025	9813	Kathy LeBlanc	Mileage Reimbursement	-270.20
Check	11/03/2025	9814	USPS	Postage	-200.69
Liability Check	11/03/2025	E-pay	Employment Development Department	69817369 QB Tracking # -360105766	-312.13
Liability Check	11/03/2025	E-pay	US Treasury-941	94-6000364 QB Tracking # -360086766	-2,105.74
Bill Pmt-Check	11/05/2025	9820	AT&T Fire Landline BAN 9343	BAN 9391059343	-32.96
Bill Pmt-Check	11/05/2025	9821	AT&T Fire Paper BAN 54523	BAN 9391054523	-31.41
Bill Pmt-Check	11/05/2025	9822	AT&T Sewer BAN 54522	BAN 9391054522	-62.26
Bill Pmt-Check	11/05/2025	9823	Bastian Engineering	Groundwater Gradient	-503.75
Bill Pmt-Check	11/05/2025	9824	EPHCC- Eastern Plumas Health Care	Drug Test	-50.00
Bill Pmt-Check	11/05/2025	9825	Jefferson Supply Company	INV #55011, #55083, #55087, #54916	-627.30
Bill Pmt-Check	11/05/2025	9826	Liberty Utilities- 2050 (206 Front)	206 Front	-630.40
Bill Pmt-Check	11/05/2025	9827	Liberty Utilities- 2120 (Park Well)	105 Beckwith Park Well	-6,667.87
Bill Pmt-Check	11/05/2025	9828	Liberty Utilities-4602 (3rd St Well)	701 3RD ST UNIT PMP	-7.16
Bill Pmt-Check	11/05/2025	9829	Liberty Utilities-750 (School St)	605 School St	-623.06
Bill Pmt-Check	11/05/2025	9830	Liberty Utilities-7521 (Street Lights)	ST LGTS UNIT BC 37	-3,765.94
Bill Pmt-Check	11/05/2025	9831	Liberty Utilities-9425 (Fire SB)	512 Longhorn Dr.	-44.12
Bill Pmt-Check	11/05/2025	9832	Porter Simon Professional Services	92132-13200M	-644.00
Bill Pmt-Check	11/05/2025	9833	Sierra Air Inc.	Furnace Installation	-8,161.00
Bill Pmt-Check	11/05/2025	9834	Silver State Analytical Laboratories, Inc	Testing	-257.00
Bill Pmt-Check	11/05/2025	9835	SVHC	1100	-1,676.07
Bill Pmt-Check	11/05/2025	9836	SVHC- Fire Dept	SVHC	-78.11
Bill Pmt-Check	11/05/2025	9837	Underground Service Alert	2025 Membership	-300.00
Bill Pmt-Check	11/05/2025	9838	Verizon Wireless	370745244-000001	-38.01

City of Loyalton
Bills Paid

October 20 through November 12, 2025

9:45 AM

11/12/25

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Paycheck	11/06/2025	9815	LeBlanc, Katherine L		-990.40
Paycheck	11/06/2025	9816	Lonergan, Greg		-717.56
Paycheck	11/06/2025	9817	McGarity, Billy R		-1,876.66
Paycheck	11/06/2025	9818	Whitley, Kirsten A		-424.81
Paycheck	11/06/2025	9819	Wolley, George W.		-2,619.31
Total General Checking 1956- NEW					-305,560.93
Total General Funds					-305,560.93
TOTAL					-305,560.93

Acknowledgement of Approval, City of Loyaltan

The City of Loyaltan acknowledges approval of the below listed Transfer(s) of Funds.

Transfer From	Transfer To	Date	Amount
General Fund	Enterprise Loan MM 0559 Water Sewer	11/02/2025	1,000.00 4,000.00
General Fund	Enterprise Loan MM 0559 Water Sewer	11/09/2025	1,000.00 4,000.00
General Fund	Enterprise Loan MM 0559 Water Sewer	11/16/2025	1,000.00 4,000.00
General Fund	Enterprise Loan MM 0559 Water Sewer	11/23/2025	1,000.00 4,000.00
General Fund	Enterprise Loan MM 0559 Water Sewer	11/30/2025	1,000.00 4,000.00

THIS TOTAL

\$25,000.00

This authorization took place at the council meeting held on 11/18/2025 and will be further reflected in the council minutes of this meeting.

Authorized Signature

Joy Markum, Mayor, Dated 11/18/2025
Printed Name

CITY OF LOYALTON

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

APPLICATION FOR A BUSINESS LICENSE

Name of Owner of Business: AURELIAN MONTAN
(First) (Middle) (Last)
Address: 420 CHURCH ST LOYALTON, CA 96118 Telephone: 701-500-3610
Name of Business: SIERRA MOUNTAIN AUTO SALES LLC
Nature of Business: WHOLESALE AUTO DEALERSHIP
State Contractors License No: 20250314486 Resale License No: 254838624
Permanent Location of Business: 420 CHURCH ST. LOYALTON, CA 96118
Telephone: _____
Is Business a Corporation or Partnership? Yes _____ No X
If so, please indicate the name(s), address(s), and title(s) of officer(s) or partner(s):

Annual Gross Receipts from Business \$ 10,000
(The City needs this information to determine the tax due per quarter. See schedule below.)

Date	Signature	Title

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: _____

Fee Received: _____

City Clerk: _____ Date approved: _____