

**Alturas City Council**  
**Regular/Special Meeting**  
City Hall Council Chambers  
June 15, 2021 at 2:00 p.m.

Pursuant to the Governor's Executive Order N-25-20 and N-29-20 dated March 12, 2020 and March 17, 2020, The Alturas City Council Mayor Mark Steffek called the regular special meeting to order at 2:00 p.m. at the City Council Chambers and via teleconference. **Councilmembers present:** Mark Steffek, Kelly Crosby, Cheryl Nelson, Samantha Wood and Loni Lewis. **Councilmembers absent:** None. **Staff present:** City Clerk Macey Binning, City Treasurer Dorothy Long, Chief of Police Sid Cullins, Sergeant Russell Turner, City Attorney Jeff Hedlund, Interim Director of Public Works Kim Dodds and IT Specialist Sean Buie. **Public attending:** 6. All present joined together in Pledge of Allegiance.

Under public forum Garrett Ingram announced that his new business Blue Water Recycling is now open and operating. He encourages the City to take advantage of the recycling services that he offers.

**MOTION** by Councilmember Wood, **SECONDED** by Councilmember Nelson to approve the agenda as presented. **ALL AYES.**

**MOTION** by Councilmember Nelson, **SECONDED** by Councilmember Lewis to adopt the consent agenda as follows a) Approve minutes of May 18, 2021 meeting; b) Approve minutes of June 8, 2021 special meeting; c) Approve City warrants for May, 2021 in the amount of \$256,471.58; d) Adopt **Resolution #2021-29** removing inactive water & sewer accounts in the amount of \$920.92; e) Approve ACH reconciliation report for May, 2021 in the amount of \$135,975.54. **ALL AYES.**

Holly Stains, representing Modoc County Public Health, requests consideration for use of the lawn area by the pool and to block the road running North of the pool for youth activities such as a bike rodeo, barbeque, and waterslide. This event will take place July 7, 2021 from 11:30 a.m. to 3 p.m.

City Clerk Binning advises City Council that if they agree to allow this event they would need a facility use agreement and obtain liability insurance.

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Wood to approve Modoc County Public Health youth activities such as a bike rodeo, barbeque, and waterslide to take place by the pool and to block the road running North of the pool July 7, 2021 from 11:30 a.m. to 3 p.m.

Mayor Steffek explained that the contract with Jennifer Andersen and the City of Alturas was for planning permit processing, planning project management, LEAP grant, and SB2 grant management. Due to recent complaints the City of Alturas City Council will consider and discuss terminating this contract. Mayor Steffek would like the discussion to focus on if the contract is terminated who would complete these tasks.

Garrett Ingram with Blue Water Recycling expressed his frustrations and concerns when working with Ms. Andersen. Mr. Ingram worked with Ms. Andersen to obtain a use permit for his recycling center. Mr. Ingram felt he had to appease Ms. Andersen or it would delay him from opening his business. Ms. Andersen was designing his business and dictating his business to what she thought it should be like

instead of allowing Mr. Ingram to design his business or use his ideas. Ms. Andersen spoke negative about the City and City staff which he thought was very unprofessional. Mr. Ingram is also frustrated with the stipulations within the use permit such as operational hours and restriction when he can operate equipment.

Luvina Albright also worked with Ms. Andersen on a use permit and had the same experience as Mr. Ingram. Ms. Andersen was forcing paint colors, landscaping and design. Mrs. Albright was displeased by the way Ms. Andersen was belittling them through the process and thought it was a poor reflection for the City. Mrs. Albright also thought if she didn't appease Ms. Andersen it would delay her opening as well which was alarming after the time and money, they've devoted to start their business. This led Mrs. Albright to conduct over 15 hours reviewing the City code and found a lot of information provided was incorrect.

Councilmember Wood would like to apologize for their experience.

Warren Farnam would like to address the City from his role as Environmental Health Director. Mr. Farnam would like to remind the City as a public servant we strive to assist, guide, and encourage local business owners through the laws and regulations.

As a citizen of the Alturas City limits Mr. Farnam would like to say the actions from these incidents are not a reflection of the County or City. However, he is appalled by the experiences that these business owners encountered. Mr. Farnam encourages the City as public servants to strive to find a solution and make our community better.

Mayor Steffek thanks everyone for their comments. Mr. Steffek's main concern is if the contract is terminated who will carry out these duties.

City Treasurer Long informed Council that there are other engineering and planning firms that can provide these services. A few of these the City already has a contract and could add an additional task order to their contract. However, with the LEAP grant and SB2 Grant Ms. Long would be willing to add these in her contract to manage.

Councilmember Crosby appreciates the business owners that came forward to make the City Council aware.

Councilmember Lewis believes Ms. Long provided a great solution and if the Council finds later it is not working they can revisit.

**MOTION** by Councilmember Wood, **SECONDED** by Councilmember Nelson to authorize the Mayor to sign the letter of notice of termination for Personal Services between Jenn Andersen and the City of Alturas. **ALL AYES.**

Loni Lewis recused herself from the discussion between the correspondence between White Bear Construction, Inc., The City of Alturas, and Little League.

Mayor Steffek reviewed the letter that was received May 26, 2021 from White Bear Construction, Inc. In the letter it describes unauthorized construction from other contractors that was being completed. Due to this White Bear Construction, Inc. can no longer warranty the construction that they've completed. It was brought to their attention that the City was also unaware of these projects that were occurring and found that Little League was requesting this construction without consulting the City or Rotary. Once the City received the correspondence from White Bear Construction, Inc. they sent a letter to Little League ordering them to cease and desist modifications to City Parks. This letter was also sent to Rotary so they were aware of the situation.

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Nelson to approve a 4-year employment contract for Chief of Police Sid Cullins effective July 1, 2021 through June 30, 2025. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Wood to adopt **Resolution #2021-30** approving Fiscal Year 2020/2021 budget to roll over to Fiscal Year 2021/2022, until adoption of new budget. **ALL AYES.**

**MOTION** by Councilmember Wood, **SECONDED** by Councilmember Lewis to adopt **Resolution #2021-31** approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2020 Community Development Block Grant Program-Coronavirus Response Round 2 and 3 (CDBG-CV2 & CV3). **ALL AYES.**

**MOTION** by Councilmember Nelson, **SECONDED** by Councilmember Lewis to adopt **Resolution #2021-32** declaring 2017 27" IMAC computer with extra monitor as surplus property and authorizing disposal of said computer equipment.

Councilmember Crosby would like a minimum bid included in the motion.

No action was taken on this motion.

**MOTION** by Councilmember Crosby, **SECONDED** by Councilmember Lewis to amend the previous motion to adopt **Resolution #2021-32** declaring 2017 27" IMAC computer with extra monitor as surplus property and authorizing disposal of said computer equipment, and include the staff to research and add a minimum bid to notice. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Wood to adopt **Resolution #2021-33** approving the Memorandum of Understanding between the City of Alturas and Modoc County, to provide Building Inspector Services. July 1, 2021 to June 30, 2024. **ALL AYES.**

**MOTION** by Councilmember Wood, **SECONDED** by Councilmember Lewis to adopt **Resolution #2021-34** approving the certification of the Coronavirus Local Fiscal Recovery Fund Allocation and authorizing the Mayor to sign associated Certifications. **ALL AYES.**

**MOTION** by Councilmember Lewis, **SECONDED** by Councilmember Nelson to award the bid for Propane Service to Ed Staub & Sons for \$.25 over wholesale with the expiration date of June 30, 2022. **ALL AYES.**

## COMMITTEE REPORTS:

Councilmember Wood informed the City Council that during the June 9, 2021 Planning Commission meeting the Commissioners dismissed a use permit for Lazy B Grill and asked they submit an Administrative Permit. Currently, there is still a vacancy for the Planning Commission.

Mayor Steffek informs the Council the LAFCO meeting was held June 8, 2021. At this meeting there was a public hearing on the dissolution of Daphnedale and the formation of the subsidiary district. During the public hearing they received support for this item. Mr. Steffek explains the next step of the process will be the protest. A notice will be posted and the public can submit a formal written protest.

City Attorney Hedlund advises Council if a certain percentage is received within the District it will trigger an election.

Mayor Steffek also reports the Pool Committee will be having an onsite visit July 7, 2021 with Megan Harrison to review the proposed project for the grant. Mr. Steffek also reports they will start reviewing Director of Public Works applications.

## COUNCIL/STAFF REPORTS:

Interim Director of Public Works Kim Dodds reports the pool is expected to open June 26, 2021. The East Street project has started. Once completed the drainage system will be updated. The pedestrian project on Main Street had an issue on the sidewalks regarding drainage by the Niles Hotel this was also repaired last week. The Public Department has been actively spraying mosquitos. Mr. Dodds reports that earlier today Mayor Steffek, Councilmember Crosby, Jeff Nield and Mr. Dodds attended a meeting regarding the Waste Water Treatment Plant with the Central Valley Water Control Board engineers. During this meeting they were made aware that the new plant needs to be expedited or the City will start incurring fines. This will include installing monitoring wells this will cost the City an estimate of \$30,000.00 which was agreed to be deducted from the fines the City would have incurred.

City Clerk Binning notified the City Council that the City Attorney drafted an assignment lease agreement. Ms. Binning would also like to invite the Council and staff to a going away get together for City Treasurer Long July 1<sup>st</sup> at 12:00 p.m.

Mayor Steffek noticed on Facebook a nice post thanking the Public Works Department for spraying mosquitos. Mr. Steffek wanted to share and thank the Public Works Department for a great job.

With no further business to come before City Council. **MOTION** by Councilmember Wood to adjourn the meeting at 3:41 p.m. and to return in regular session on Tuesday, July 20, 2021 at 2:00 p.m., City Hall. **SECONDED** by Councilmember Lewis. **ALL AYES.**

Respectfully,

*Macey Binning*

Macey Binning  
City Clerk