

MINUTES
REGULAR CITY COUNCIL MEETING
MAY 5, 2022
6:30 PM

CALL TO ORDER: @ 6:30 PM

PLEDGE OF ALLEGIANCE:

ROLL CALL: Rivera, Lorenzini, Newton (Murakami excused)

PUBLIC COMMENTS: “This time is set aside for the public to address the City Council on matters listed on the Consent Agenda as well as other items not included on the Regular Agenda. If your comments concern an item noted on the Regular Agenda, please address the Council when that item is open for public comment.” (The Brown Act requires the public be given the opportunity to address the Council before action is taken. If there is a Consent Agenda, there is no other opportunity for public comment on items on the Consent Agenda.) The Council has the right to reasonably limit the duration of each speaker to three minutes. Speakers may not cede their time. The Council may ask questions but may take no action during the Public Comments portion of the meeting, except to direct staff to prepare a report, or to place an item on a future agenda.

SPEAKERS: Speakers, please stand at the podium and speak loudly so the entire room can hear you.

The mayor will recognize you and ask that you state your name and mailing address so that the City Staff can follow up on any issues requiring City action, or provide you with information, if appropriate.

- **Snow Thorner present with the Pickleball club. Snow advised that the pickleball nets and courts are in bad shape and would like to be on the June agenda to come up with a plan to get the courts repaired. Snow was also advised to set up a meeting with the Public Works Supervisor.**

CONSENT CALENDAR: Discussion/possible action - All matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Council wishes to remove an item for discussion, or a member of the audience wishes to comment on an item. The City Clerk recommends approval of the following consent calendar items:

Pursuant to the Governor of the State of California’s Executive Order N-29-20, access to the Montague City Council regular council meeting can be accessed to the public by calling the following conference (phone) number and utilizing the conference (access) code:

Conference Number: 1-712-832-8330

Conference Code: 8481653#

MINUTES: 4/7, 4/19

Motion made by Rivera to approve meeting minutes with changes, seconded by Newton. All Ayes.

DEPARTMENT REPORTS:

Sheriff’s update for April 2022 – See attached report for April and March 2022.

City Engineer update for April 2022 – No report.

Planning Commission update for April 2022 – Verbal report.

PUBLIC HEARINGS:

1. City of Montague Zoning Text Amendment-The proposed Ordinance No. 22-02, An Ordinance of the City Council of the City of Montague AMENDING CHAPTER 10.12, TRAFFIC AND PARKING RESTRICTIONS GENERALLY, of TITLE 10, Vehicles and Traffic, of the Montague Municipal Code

A) Staff Report: First Hearing of Ordinance No. 22-02.

B) Public Hearing:

C) Decision: Motion made by Rivera to move forward, seconded by Newton. All Ayes.

OLD BUSINESS:

1. Discussion/possible action on the City's plan to safeguard against the COVID-19 pandemic:

A. Staff Reports

B. Continuation of City's Plan: Motion made by Newton to continue to move forward with the City's plan to safeguard against the COVID-19 pandemic, seconded by Rivera. All Ayes.

2. Discussion/possible action to approve purchasing MES property: No action.

3. Discussion/possible action to approve RFQ for grant writer: An Ad Hoc meeting will be scheduled soon. No action.

4. Discussion/possible action regarding the Siskiyou County Motorsports Association: No action. Tabled for June's Regular City Council meeting.

5. Discussion/possible action to approve the quote for the abatement for 120 E. Buell St.: Motion made by Newton to approve the quote from Siskiyou Trees Plus for \$4,000, seconded by Rivera. All Ayes.

6. Discussion/possible action for letters of interest for the council vacancy: Interviews set for May 23, 2022, starting at 6:15 PM.

7. Discussion/possible action to approve verbiage changes to the wage table: Motion made by Newton to approve verbiage changes to the wage table, seconded by Rivera. All Ayes.

8. Discussion/possible action to approve changes to the Personnel Action Form (PAF): Possible Ad Hoc meeting to be scheduled to get clarification on seasonal employees. No action.

NEW BUSINESS:

1. Discussion/possible action to approve Jessie Monday being promoted to Assistant City Clerk: Special meeting schedule for May 9, 2022, at 6:15 PM. No action.

2. Discussion/possible action on AGT agreement letter: No action.

3. Discussion/possible action on City Accountant RFP: Motion made by Rivera to move forward with posting City Accountant RFP and meeting with new firm recommended by the Auditor. Seconded by Newton. All Ayes.

4. Discussion/possible action on Acme/Network One agreement: Jesse with Acme/Network One present for discussion. Jesse advised that he and his team composed a list of reoccurring issues that the City Clerk's Office provided. Jesse advised that his team has come up with solutions to these issues. Jesse also advised that a team member will reach out once a month to make sure all tickets and issues are resolved. Jesse advised that he will give the City a test run of the new phone system to make sure the City is 100% happy with it before making the change permanent.

5. Discussion/possible action to approve increasing the hours for the Montague Library Branch Manager: Sherill Moore present. Moore advised that the new librarian is going above and beyond in her job duties and would like to increase her hours. Council advised that we should update the contract with the FOML before proceeding. FOML meeting is schedule for later this month. Item tabled for June's Regular City Council meeting.

6. Discussion/possible action to approve Blair Loftus as a library volunteer: Motion made by Newton to approve Blair Loftus becoming a library volunteer, seconded by Rivera. All Ayes.

7. Discussion/possible action to approve Amanda Hinkle as a library volunteer: Motion made by Newton to approve Amanda Hinkle becoming a library volunteer, seconded by Rivera. All Ayes.

8. Discussion/possible action to approve **RESOLUTION NO. 22-05, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTAGUE CALLING AND GIVING NOTICE OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8TH, 2022 AND REQUESTING CONSOLIDATION OF THIS ELECTION WITH THE STATEWIDE 2022 ELECTION:** Motion made by **RESOLUTION NO. 22-05, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTAGUE CALLING AND GIVING NOTICE OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8TH, 2022 AND REQUESTING**

CONSOLIDATION OF THIS ELECTION WITH THE STATEWIDE 2022 ELECTION, seconded by Newton. All Ayes.

9. Discussion/possible action to approve **RESOLUTION NO. 22-06, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTAGUE Adopting a list of projects for Fiscal Year 2022-23 funded by SB 1: The Road Repair and Accountability Act of 2017**: Motion made by **RESOLUTION NO. 22-06, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTAGUE Adopting a list of projects for Fiscal Year 2022-23 funded by SB 1: The Road Repair and Accountability Act of 2017**: seconded by Newton. All Ayes.

10. Discussion/possible action to approve new proposals for mailing the utility bills: Motion made by Newton to approve new mailing for the utility bills with Information Outsource, seconded by Rivera. All Ayes.

COUNCIL AND STAFF REPORTS for April 2022

- Fire Department – See attached report.
- Public Works – See attached report.
- Water/Sewer – See attached report.
- Animal Control/Code Enforcement– See attached report.
- City Clerk – See attached report.
- Treasurer– See attached report.
- Pool- No report.
- Library– See attached report.
- Commissioners/Council Statements and Requests: Members of the council may make brief announcements, reports, or request staff to report to council on any matter at a subsequent meeting.

Commissioner Rivera – Advised she attempted to have a meeting with the Montague Rotary for the Balloon Fair. Rivera advised that she had a phone meeting with the auditor, and he advised that the City should have an audit workshop with him.

Commissioner Newton – Discussion on Per Capita Grant. Permission given to City Clerk to contact the Grant manager and advised her of the city's projects. Deadline for the application is this week or the City will have to wait until July to get the application approved.

Motion made by Newton to adjourn meeting, seconded by Rivera. All Ayes.

ADJOURN: @ 8:50 PM