

CITY OF MONTAGUE CITY COUNCIL MEETING MINUTES
MARCH 7, 2024
6:30 P.M.
Council Chambers, 230 S. 13th Street, Montague, CA 96064

PARTICIPATION: Participants can attend in person, online, and/or by telephone, as follows:

- In-person at: **Montague City Council Chambers, 230 S. 13th St.**
- Online via WebEx at: <https://cityofmontague-454.my.webex.com/meet/clerk>
- Meeting number (access code): 2630 874 0065
- Telephone at: 1-650-479-3208 When prompted, enter **Meeting ID:** 26308740065 **Passcode:** *89335983

AGENDA PACKET: Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection 72 hours before each regularly scheduled meeting at the City Clerk's office at City Hall, located at 230 S. 13th Street, Montague, California, during normal business hours. Any writing that is subject to disclosure that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at the City Clerk's office during normal business hours. Materials distributed to a majority of councilmembers less than 72 hours before a meeting will be available for public inspection on the City's website at www.cityofmontagueca.com.

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

Please silence your cell phones. Thank you!

CITY COUNCIL AGENDA:

- I. CALL TO ORDER: @ 6: 30 PM**
- II. ROLL CALL: Vela, Murakami, Dooley, and Jackson present.**
- III. PLEDGE OF ALLIGIANCE:**
- IV. 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 within the authority of the City Council. If your comments concern an item noted on the Regular Agenda, please address the City Council when that item is open for public comment." (The Brown Act requires the public be given the opportunity to address the City 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 City Council has the right to reasonably limit the duration of each speaker to three minutes. Speakers may not cede their time. The City 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. Elma Benson at 460 Del Monte Street presents. She says that she is very concerned about removing Debra from her position. She tells the council there is no room for animosity among a council and thanks the council for their service because she knows that it is a thankless job.
- V. AGENDA APPROVAL: Approved. Motion made by Vela, seconded by Dooley. All Ayes.**
- VI. 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:
 1. Approval of City Council Meeting minutes for 2/1, and 2/21: Approved as written. Motion made by Jackson, seconded by Vela. All Ayes.
- VII. DEPARTMENT REPORTS:**

1. Sheriff's update for February 2024: Sargent Nowdeshea presenting. Report included.
2. City Engineer's update for February 2024: Dunn presenting. Working on a quote for the Diggle Field Grant.
3. Planning Commission's update for February 2024: No Report.

VIII. NEW BUSINESS:

1. Consideration of approval of Siskiyou Economic Development Services Memorandum of Understanding: Tanya and Heather from Siskiyou Economic Development presenting. SEDC is a company that helps small businesses and AG in Siskiyou County. Over the last year, SEDC has helped 7 small businesses in Montague. They also manage Discover Siskiyou which brings events to Montague. They have participated in helping with the Gravel Huggers event, the Balloon Fair, and the Easter Egg Hunt. They would like to renew their contract with a upcharge. Accepted. Motion made by Vela, seconded by Jackson. All Ayes.
2. Presentation of the 2023 General Plan Annual Progress Report:
3. Approval of Resolution 24-01: A Resolution of the City Council of the City of Montague Accepting the 2023 General Plan Annual Progress Report and Approving the Transmittal of the Report to the Governor's Office of Planning and Research and the California Department of Housing and Community Development: City Planner Tinsman presenting. Report included. Motion made to adopt Resolution 24-01 accepting the 2023 General Plan Annual Progress Report and approving transmittal of the Report to the Governor's Office of Planning and Research and the California Department of Housing and Community Development by Jackson. Seconded by Dooley. All Ayes.
4. Consideration of awarding the contract to prepare Noise Element update to Bollard Acoustical Consultants, Inc.: Planner Tinsman presenting. Suggests Administrator Dunn negotiate the agreement with Bollard for the Noise Element survey. Essentially what this company would be doing is going around town looking at numerous things around the city that makes a lot of noise and get feedback. Motion made to authorize the City Administrator to negotiate and enter into a professional services agreement with Bollard Acoustical Consultants, Inc., to prepare an update to the Noise Element of the General Plan for a not-to-exceed cost of \$19,850 made by Jackson. Seconded by Dooley. All Ayes.
5. Consideration of purchase of dump trailer, hedge trimmer, blower, Makita tool kit, and toolbox totaling at \$11,947.55 for Public Works: Administrator Dunn presenting. Public Works chose these items that they believe would benefit the city the most. Approved. Motion made by Jackson, seconded by Vela. All Ayes.
6. Consideration of approval of the reentry of youth previously expelled from pool: Administrator Dunn presenting. The Pool Coordinator Heather and Administrator Dunn discussed what should happen with the children that had been kicked out of the pool in the previous season. They both agree they should not be let back in until apologize to the council. Council member Vela suggests they should write a written statement and come to the council meeting to explain their actions. Approved, General Consensus.
7. Update of animal control/code enforcement job description: Mayor Takeshi takes point to say the council had a special meeting to talk about this position and they believe the city should have the fire department pay for 8 hours of the employees time to also be a fire inspector. Fire Chief Vela says they do not have the money in the budget for this with the extra cost for retirement and benefits along with the hourly wage. Council member Dooley says we should keep the position at 32 hours. Approved. Motion made by Vela, seconded by Dooley. All Ayes.
8. Update of City of Montague's Commissioners List: Mayor Murakami is stepping down from the Air Pollution Control Board and is appointing Council member Jackson. This is not on the commissioners list, so the Clerk is asked to add it.

COUNCIL AND STAFF REPORTS for February 2024

1. Fire Department: Chief Vela presenting. Report included. April 4th the chief can inspect the new fire truck.
2. Public Works: Administrator Dunn presenting. Report included.
3. City Administrator: Administrator Dunn presenting. Report included. Asks if the city can transfer \$30,000 from LAIF to use for the start of the Diggle Field project. Approved. General Consensus.
4. Animal Control/ Code Enforcement: No report.
5. City Clerk: Clerk Monday presenting. Report included. Working on the Easter Egg Hunt. Also, budget is coming soon so working with Will our pre-auditor to get things ready.
6. Treasurer: Treasurer Davies reporting. Report included.
7. Library: Librarian York absent. Report included. Some confusion in the report. Says the Read to a Puppy event is on Saturdays. It is taking place on Wednesdays. The clerk will confirm.
8. Commissioner/ Council Statements and Requests: Members of the council may now make brief announcements, reports, or request staff to report to the council on any matter at a subsequent meeting. March 24th Mayor Murakami will be doing cars and coffee from 10-2 weather permitting. Treasurer Davies says that we need to update the website to say who to call if they have an animal control problem because her dog was attacked and the website was no help. Clerk is asked to update the website with new job description for three weeks and to update animal control information to say to call the Sheriff until position is filled.

IX. ADJOURN: @ 8:21 PM

Motion made by Vela, seconded by Dooley. All Ayes.

AFFIDAVIT OF NOTIFICATION AND POSTING
STATE OF CALIFORNIA
COUNTY OF SISKIYOU
CITY OF MONTAGUE

I, Jessie Monday, City Clerk for the City of Montague, hereby declare under penalty of perjury that a copy of the above Agenda of the Regular Meeting of the Regular City Council of the City of Montague, California, was delivered and/or notice by email not less than 72 hours, before the hour of 5:30 PM on March 4, 2024 to the members of the City Council, caused the agenda to be posted at the bulletin board found at City Hall, 230 S. 13th Street, Montague CA, and a copy to be place for review at the Office of the City Clerk.

POSTED: March 4, 2024 @ 4:00 PM