

CITY OF MONTAGUE CITY COUNCIL MEETING MINUTES

JULY 8, 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 <https://cityofmontague-454.my.webex.com/meet/clerk> WebEx at:
- 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:**
- II. **ROLL CALL:**
- 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. **Kris Taylor talked about three events she wants to hold in the city. Mayor Murakami asks if these events are going to be on city property. Taylor explains when and where each event will be held. Mayor Murakami says to stay in touch with Administrator Dunn and put it on next month's agenda to get council approval.**
- V. **AGENDA APPROVAL:** **Approved. Motion made by Vela, Second 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: None

VII. DEPARTMENT REPORTS:

1. Sheriff's update for June 2024: No presenter. No report.
2. City Engineer's update for June 2024: No report.
3. Planning Commission's update for June 2024: No meeting was held in June.

VIII. NEW BUSINESS:

1. Consideration of the approval of contract with Locality Media Inc. for Fire Dept.: Councilmember Vela reporting. Locality Media is a reporting software company for the Fire Department. Administrator Dunn says that the money to purchase this software is allocated in the budget. Approved. Motion made by Jackson, seconded by Dooley. All Ayes.
2. Consideration of the approval of Julie Henderson as Library volunteer: Mayor Murakami asks for her to tell a little bit about herself. She says she lives on 9th Street here in Montague. She has two daughters who love to read. Councilmember Vela asks about Julie's schedule as a volunteer. Julie says she still needs to talk to Mindy to get the specifics on exactly what days she will be volunteering. Approved. Motion made by Jackson, seconded by Vela. All Ayes.
3. Consideration of the approval of Siskiyou County Local Transportation Commission Local Transportation Fund (SCTC): Administrator Dunn presenting. \$55,643 allocated to the City of Montague for Fiscal Year 2024/2025 for streets and roads. Approved. Motion made by Vela, seconded by Jackson. All Ayes.
4. Consideration of the approval of new firefighter Trenton Leckness: Captain Deegan presenting. Trenton has been an explorer for the Fire Department for about 6 months, he has just turned 18, and he has always had a good attitude and jumps in to help any chance he gets. Approved. Motion made by Dooley, seconded by Jackson. All Ayes. Mayor Murakami swears him in.
5. Consideration of the approval for Water Plant to purchase a remote weed cutter: Administrator Dunn presenting. The City no longer has anyone that has the licensing to spray the weeds at the water or sewer plant. Public Works does have a boat that they could go out on to try and cut and remove the weeds, but it is dangerous. Because the weeds are not getting removed they block the sonar that kills the algae in the water and that is contributing to the bad taste and smell. This apparatus is electronic so it will not put any type of contamination in the water. It can be used in both water and sewer ponds. They just need to sanitize which the City already owns the equipment to do so. Would like to pay for this with $\frac{3}{4}$ water CAAP account funds and $\frac{1}{4}$ sewer CAAP account funds. Councilmember Vela asks how often it will be used. Dunn answers at least once a year. Approved. Motion made by Vela, seconded by Dooley. All Ayes.
6. Consideration of the approval of the updated pool manual: Attorney Jared is still working on the manual. Tabled. Motion made by Dooley, seconded by Jackson. All Ayes.
7. Consideration of the approval of the city to pay \$5,500 for 2025 Freedom Festival entertainment: Eric Erickson presenting. Eric has Jessie Lee and Jeremy Ryan on retainer for the City to perform at the Freedom Festival next year. Mayor Murakami says we do not have the funds to spend on a retainer at this moment. He also explains that this agenda item did not

go through the right channels. This item should have come to the Department Head and he did not know anything about it until it was presented on the agenda. Eric says that these singers will book out if we do not jump on this opportunity soon. Tabled. Motion made by Jackson, seconded by Vela. All Ayes.

8. Consideration of the approval for Harley Harrington to come back to the pool: No one was there to present. Administrator Dunn suggests we take it off the agenda because this is the second time they have not shown. General Consensus. Removed from the agenda.

IX. COUNCIL AND STAFF REPORTS for June 2024

1. Fire Department: Captain Deegan presenting. Report attached.
2. Public Works: Administrator Dunn presenting. Verbally gives report. Worked on Freedom Festival.
3. City Administrator: Administrator Dunn presenting. Verbally gives report. Worked on Freedom Festival.
4. Animal Control/ Code Enforcement: City Administrator asked what we are supposed to do while AC/CE is gone on fires. Mayor Murakami says we cannot legally tell him not to go on a fire as a emergency responder. Administrator Dunn asks if we can substitute while he is gone to take the load off of the other departments in the City. Council suggested to see if other candidate would be interested in working while he is gone. General Consensus.
5. City Clerk: Received an email from Laura Bynum, County Election Clerk, saying the council ballot paperwork is available July 15th and need to be turned in by August 9th. All 5 seats will be on this ballot. Murakami and Jackson are 4 year terms, and the empty seat, Dooley, and Vela are 2 year terms.
6. Treasurer: No presenter. No report.
7. Library: No Report.
8. Event Coordinator: Administrator Dunn reports. Reads report provided to him from Coordinator Mindy York. It reads the social media for the City is booming. All of Council agrees that Mindy is doing a wonderful job. Mayor Murakami states that Mindy is not aware of the job description and makes an adhoc of himself and Councilmember Dooley to update the job description.
9. 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. Councilmember Vela asks Administrator Dunn where we are with the audit. Admin Dunn says Will is on vacation and he has not responded to our auditor Charlie. Vela tells Admin Dunn that he spoke with Will last week and if he still hasn't contacted Asmin Dunn by next week to let him know. Councilmember Dooley thanked Public Works and the Fire Department immensely for all their hard work during the Freedom Festival. Councilmember Jackson says she went to the Colliers meeting, and they are sending out a \$500 invoice for promotion at the rest area of the City. She thinks it would be a good investment. Approved to pay the bill. Motion made by Jackson, seconded by Dooley. All Ayes. Mayor Murakami thanks to Fire Department, Parade was a hit thanks to Allison and the Shasta Valley Community Club. Special thanks to Public Works. Dave, Jazz, Mike and Jessie for their work. Says all are very dedicated. Wants to eventually have an

MOU with all the major players with the Freedom Festival for next year. There will be an after-action workshop in mid-October.

X. CLOSED SESSION: @ 7:36 PM

1. Conference with Legal counsel existing litigation (Gov. Code §54956.9(d (1)): Vickie Wray v. Adam Mead, et al. (SCSC Case No. 23CV09720)
2. Conference with legal counsel- Liability Claim (Gov. Code §54956.9(d)(1)): Claimant Vickie Wray
Agency Claimed Against: City of Montague

Open Session: @ 7:58 PM Nothing to report.

XI. ADJOURN: @ 7:59 PM

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