

Fort Jones Town Council
Regular Meeting
May 8, 2023

CERTIFICATION OF POSTING AGENDA

I, Rachel Agron, Town Clerk, for the Town of Fort Jones, hereby certify that the agenda for the May 8, 2023 regular meeting of the Town Council was posted at the Town Hall, near the door of the Town Council Chambers, Ray's Food Place, Scott Valley Resource Center, Ace Hardware, on the front window of the Fort Jones Post Office and on the Town's website www.fortjonesca.org on May 5, 2023.

I declare under the penalty of perjury that the forgoing is true and correct.

Rachel Agron, Town Clerk

ROLL CALL:

The regular meeting of the Fort Jones Town Council was called to order in person by Mayor Mercedes Garcia at 7:02 p.m. In addition to the mayor, councilmembers present were Kathye Banks, Mark Eayrs, Julia Collie-Mason, and one vacant seat.

Staff present: Chief Josh Short – Etna P.D., Chief Joseph Hess – F.J. Fire Department, Everett Hullquist – Public Works, Rachel Agron - Town Clerk, and Adam Cox – Interim Town Administrator.

PLEDGE OF ALLEGIANCE: Led by Mayor Garcia

PUBLIC COMMENTS:

Jamie Shearer: Requests a variance for a 5' fence in front of his house. Mercedes directs Adam to research issuing a variance and put it on the June agenda.

Dawn Schott: States she is frustrated that the fire chief job description and salary schedule was not on the agenda for this meeting despite the mayors' directions at the April meeting. Mayor Garcia directs Adam to put the fire chief's job description and salary schedule on the June agenda.

Kevin Hullquist: Asks about the status of the 2019-2021 audit. Mayor Garcia responds that there has been no audit since 2018 and a new audit is underway. Adam Cox expands that the Town in the pre-audit process of preparing documents for the auditor.

Dustin Wales: Encourages council to raise the chief's pay.

Madeleine Ayres: Inquires about what the Town uses for weed spay and suggests that the Town use something not harmful to bees.

Alex LaRiviere: Comments that he is ready to support the council as a new member if appointed.

SELECTON OF NEW COUNCIL MEMEBER

1. Review letters of interest for vacant Council seat and approve selection by majority vote.

2. Administer Oath of Office

David Barnes submits a letter of interest. David Barnes and Alex LaRiviere both address the council expressing interest in the council seat.

The council schedules a special meeting for Tuesday, May 16th at 6:00pm to select a new council member.

DISCUSSION / REPORTS COORESPONDENCE: NON-ACTION ITEMS:

A. Police Monthly Report

A written report appears in the May 8th agenda packet. Chief Short gave a verbal update that loose dogs continue to be a problem. Several of the repeat offenders have been transferred and are no longer in the community. The department recently had to deal with a mountain lion in town causing problems. Police deputy Missy Martin is now a full-time officer.

B. Fire Department Monthly Report

A written report appears in the May 8th agenda packet. Chief Hess gave a verbal that April was a slow month allowing for joint training with Etna and S.V. Fire in preparation for the summer. The fire department received positive feedback about the joint training. Eayrs asks about mutual aid agreements between local fire organizations. Chief Hess reports that everything has been signed.

C. Public Works Monthly Report

A written report appears in the May 8th agenda packet. No verbal report given. Kathye notes that she spotted the city limits/population sign.

D. Economic Development Report:

A written report appears in the agenda packet. Next meeting is scheduled for tomorrow. We are expecting a guest (remotely) from Rural Community Assistance Corporation to talk about hazard mitigation and housing.

E. Town Administrator's Report:

Adam Cox gave a verbal report. April has been a very busy month. The pre-audit has begun, and the office has been gathering documents requested by Charlie Pillon, the pre-auditor. Down the road, the State Department of Water Resources will want to see the Town's most recent three audits to move forward with construction loans. The size of the Town's program qualifies us for an expedited construction process, but the state of the audits nullifies that eligibility. It will take 18 months and several years to complete the audits, and another two years to obtain the construction grant. The projects are being held, not cancelled. The Town can still do months of planning work before the projects are put on hold. The Town will proceed as far as possible into the construction phase of the grant before the state stops us.

Rachel Agron is leaving in June and her position will be posted the job in the next couple of days.

Public works: The Town has a lot of old clay pipes that are beginning to fail, some of them under Hwy 3. Adam Cox is going through ordinances to see if the Town ever established rules for unusual cases such as water being across the highway from the home it services.

Work on the housing element is ongoing; There is a closed session later in the evening to discuss code enforcement.

The Town has issued several minor building permits in the last few months. Adam will start compiling monthly/quarterly reports on these types of permits.

Staff has been collecting cross connections surveys and will be moving forward with disconnections to get the remaining few surveys. The cross-connection survey process has created an opportunity to refine the water system's contact information for customers.

The Town is enforcing past due account penalties and setting up payment plans. There is a particular issue with rental units. There is a particular issue with rental units. In the future, the Town may need to require that the property owner receive a duplicate bill each month, so they know if the tenant is not paying.

Mercedes asks Adam to investigate Tom Jopson's building permit; Kathye asks if Adam Cox has heard back from Michael at the County Library regarding the MOU; Adam Cox states that he has left him a message.

CONSENT CALENDAR:

3. a) Approval of Minutes:

- i. Regular Meeting April 10th, 2023

b) Ratification of Disbursements: April 1 through 30, 2023

c) Review Budget vs. Actual for July 1, 2022, through April 30, 2023

Corrections: Collie-Mason notes that Elmar requested that a "Dead End" sign be placed on Oak Mill Dr.

Motion: Eayrs moves to accept the consent calendar with the above corrections to the April 10th minutes.

Second: Collie-Mason

Ayes: M. Garcia, K. Banks, M. Eayrs, J. Collie-Mason

Nyes: None

Motion: Passes

DISCUSSION / REPORTS: ACTION ITEMS:

4. CALWARN

Motion: Eayrs moves to join CALWARN.

Second: Collie-Mason

Ayes: M. Garcia, K. Banks, M. Eayrs, J. Collie-Mason

Nyes: None

Motion: Passes

5. Golf Cart Surplus

Motion: Collie-Mason moves to declare the golf carts as surplus.

Second: Eayrs

Ayes: M. Garcia, K. Banks, M. Eayrs, J. Collie-Mason

Nays: None

Motion: Passes

6. Fire Department Portal – Resolution 1121

Motion: Eayrs moves to approve Resolution 1121.

Second: Banks

Ayes: M. Garcia, K. Banks, M. Eayrs
Nays: None
Abstain: Collie-Mason
Motion: Passes

7. Fire Department – Fire Lanes: Resolution 1122

Motion: Eayrs moves to adopt Resolution 1122.
Second: Banks
Ayes: M. Garcia, K. Banks, M. Eayrs
Nays: None
Abstain: Collie-Mason
Motion: Passes

8. Public Works Director Job Description

Proposed Changes: Not a full-time position; needs D3 and T3 certs; class A or B license; education does not need to be an engineer; should be able to operate heavy equipment; surveyor license needs to be sooner than 1982.

Motion: Eayrs moves to table until next regular meeting so Adam can make proposed changes.
Second: Collie-Mason
Ayes: M. Garcia, K. Banks, M. Eayrs, J. Collie-Mason
Nays: None
Motion: Passes

9. Town Clerk Job Description

Proposed Changes: Banks wants a timeframe for the certified municipal clerk certificate requirement.

Motion: Eayrs moves to table item until next regular meeting so Adam can make proposed changes for special meeting on May 16th.
Second: Collie-Mason
Ayes: M. Garcia, K. Banks, M. Eayrs, J. Collie-Mason,
Nays: None
Motion: Passes

10. City Caretaker Job Description

Motion: Eayrs moves to table item until next regular meeting so Adam can make proposed changes.
Second: Collie-Mason
Ayes: M. Garcia, K. Banks, M. Eayrs, Collie-Mason
Nays: None
Motion: Passes

11. 457 Plan

Discussion: Adam Cox recommends that the council table items 11-16 until the next regular meeting due improper documents presented in the agenda packet.

Motion: Banks moves to table agenda items 11-16 until the next regular meeting so that the documents can be corrected.

Second: Eayrs
Ayes: M. Garcia, K. Banks, M. Eayrs, Collie-Mason
Nays: None
Motion: Passes

12. Full-Time and Part-Time Employees

Agenda item tabled due to improper documents presented in the agenda packet. See agenda item 11 for motion.

13. Holiday Pay

Agenda item tabled due to improper documents presented in the agenda packet. See agenda item 11 for motion.

14. Vacation Pay

Agenda item tabled due to improper documents presented in the agenda packet. See agenda item 11 for motion.

15. Sick Leave

Agenda item tabled due to improper documents presented in the agenda packet. See agenda item 11 for motion.

16. Work Schedules

Agenda item tabled due to improper documents presented in the agenda packet. See agenda item 11 for motion.

17. Fee Schedule for Non-Event Use

Motion: Collie-Mason moves to table the fee schedule until the next regular meeting so we can determine a definition of “non-profit” and “public agency”

Second: Eayrs
Ayes: M. Garcia, K. Banks, M. Eayrs, Collie-Mason
Nays: None
Motion: Passes

18. Waiver and Release of Liability

Motion: Banks moves to accept the waiver and release of liability for the pickleball group.

Second: Collie-Mason
Ayes: M. Garcia, K. Banks, M. Eayrs, Collie-Mason
Nays: None
Motion: Passes

STAFF COMMENTS:

Everett Hullquist inquired about a class B license for the flusher truck. He was under the impression that he was legal to drive it in an emergency within the town limits.

COUNCIL COMMENTS:

Eayrs thanks everyone for attending and participating.

PUBLIC COMMENTS ON CLOSED SESSION:

Everett Hullquist states that the sewer line has been having problems passing by the motel. He notes that if we could disconnect the sewer there it would make the problem easier to deal with. He asks whether we have an easement to go on his property. Adam Cox will investigate the easement situation.

Chief Josh Short states that we can request an inspection through code enforcement.

ADJOURN TO CLOSED SESSION:

Adjourned to closed session at 9:16 p.m.

CLOSED SESSION:

The Council will meet pursuant to Government Code §54956.9 to consult with legal counsel regarding the ongoing litigation with Mr. Pinassi.

RETURN TO OPEN SESSION:

Returned to open session at 9:40 p.m.

REPORT ON CLOSED SESSION:

Mayor Garcia stated that no reportable action was taken.

ADJOURNMENT:

The meeting was adjourned at 9:40 p.m. The next regular town council meeting is scheduled to be held on June 12, 2023, at 7:00 p.m.

Attest:


Rachel Agron, Town Clerk

Approved:


Mercedes Garcia, Mayor