

Fort Jones City Council
Regular Meeting
July 10, 2023

I, Adam Cox, Interim Town Administrator for the Town of Fort Jones, hereby certify that the agenda for the July 10, 2023 Regular Meeting of the Town Council was posted at City Hall near the door of the Town Council Chambers, at Ray's Food Place, at Scott Valley Family Resource Center, at the Post Office, Outside Ace Hardware and on the Town's website, www.fortionesca.org on July 7th, 2023.

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

Adam Cox, Interim Town Administrator

ROLL Call

The regular meeting of the Fort Jones Town Council was called to order in person by Mayor Mercedes Garcia at 7:00 pm. In addition to Mayor Mercedes Garcia, Council Members present were Kathye Banks, Mark Eayrs, Julia Collie-Mason, and Alex LaRiviere.

Also present: Interim Town Administrator Adam Cox, Public Works Supervisor Everett Hullquist, and Fire Chief Joseph Hess.

Mayor Garcia led the flag salute.

PUBLIC COMMENTS:

None.

DISCUSSION / REPORTS / CORRESPONDENCE: NON-ACTION ITEMS:

- A. Police Department Monthly Report: The written report appears in the July Council Packet. Police Chief Josh Short gives verbal report.
- B. Fire Department Monthly Report: The written report appears in the July Council Packet. Fire Chief Joseph Hess provides a verbal report.
- C. Public Works Monthly Report: The written report appears in the July Council Packet.
- D. Town Administrator's Report: Adam Cox gave a verbal report.

CONSENT CALENDAR:

Items listed on the consent agenda are considered routine and may be enacted in one motion.

Any item may be removed for discussion at the request of the Council or the Public.

2. a) Approval of Minutes: Regular Meeting June 12, 2023

- b) Ratification of Disbursements: June 1 through 30
- c) Review Budget vs. Actual for July 1, 2022 through June 30, 2023

Need to change Julia's name in the minutes to "Collie-Mason" not Collier-Mason.

Moves: Eayrs
Seconds: LaRiviere
Aye: all
No:

DISCUSSION / REPORTS: ACTION ITEMS:

14. Fire Chief Job Description

Clarify that it is both the chief administrative and operations officer (first sentence). No vote taken.

Moves: None
Seconds:
Aye:
No:

15. Public Works Director Job Description

Water and Wastewater certifications should be a requirement listed in the job description. D-111 for water and Grade 2 or 3 for wastewater.

Moves: Collie-Mason to approve with the changes suggested above
Seconds: Banks
Aye: all
No:

16. Town Caretaker Job Description

The job description presented in January needs to be formatted like the other job descriptions and brought back for Council approval.

Moves: Banks to table this item and consider at a future meeting
Seconds: Collie-Mason
Aye: all
No:

17. Public Works I Job Description

Change the "reports to" title from Public Works Supervisor to something else that indicates they take direction from whomever is in charge of public works. No vote taken.

Moves: None
Seconds:
Aye:
No:

18. Resolution No. 1120 for Road Repair and Accountability Act

Council had discussion about the projects and schedule. Town Admin Cox explained that this is being brought back to Council (it was originally considered in April) because the previous resolution did not have the projects list with a schedule included which is a requirement.

Moves: Banks to approve
Seconds: Eayrs

Aye: all
No:

19. Class A License School for Public Works Supervisor

Council questioned the costs of the class and asked if there was money set aside for this class. Town Admin Cox responded that no funding had been specifically identified. It was agreed that this item would be brought back for approval when Council considers its final budget.

Moves: Banks to table this item for reconsideration during the final budget hearing.

Seconds: Collie-Mason

Aye: all

No:

20. Energy Efficiency Assessment

Everett Hullquist explained results of the assessment and stated that upgrading the Town's mechanical equipment will eventually pay for itself through energy savings. Will consider the mechanical upgrades in the future when grant funds may be sought (after audits are finished).

Moves: Banks to consider the mechanical upgrades in the future post-audit

Seconds: LaRiviere

Aye: all

No:

21. Code Enforcement Hearings

Kelly York explained that code enforcement hearings can be performed "in-house" rather than adjudicating through the court system. This will enable fines to begin accruing quicker. Council asked for research to be done regarding the cost of a hearing officer before the Town moves forward with an in-house program.

Moves: Collie-Mason to bring this item back in the future with more information about the costs.

Seconds: LaRiviere

Aye: all

No:

STAFF COMMENTS:

Everett Hullquist commented that he reviewed the Town's preliminary budget and that there was no money included for the purchase of new equipment. He suggested that the Town needs a walk-behind asphalt saw, lawnmower, and tires for dump truck. Everett also asked about the last time a COLA raise was given to Town employees

COUNCIL MEMBER COMMENTS:

None

PUBLIC COMMENTS ON CLOSED SESSION: *(This is the time for community members to bring up items they wish to discuss regarding the closed session item only)*

None.

ADJOURN TO CLOSED SESSION:

The Council adjourned to closed session at 8:11 pm.

CLOSED SESSION:

The Council met pursuant to Section 54956.9 of the Government Code to consult with legal counsel regarding the ongoing litigation with Mr. Pinassi.

The Council met pursuant to Section 54954.5(e) of the Government Code regarding the Public Employee Appointment for the Town Clerk/Town Administrator.

RETURN TO OPEN SESSION:

The Council returned to open session at 8:58 pm.

REPORT ON CLOSED SESSION: ANY ACTION TAKEN WILL BE REPORTED IN OPEN SESSION

Mayor Garcia reported that direction was given to staff.

ADJOURNMENT: The meeting was adjourned at 8:59 pm. The next Regular City Council Meeting is scheduled to be held on August 14, 2023 at 7:00 p.m.

Attest:



Adam Cox, Interim Town Administrator

Approved:



Mayor Mercedes Garcia