

Fort Jones City Council
Regular Meeting
August 14, 2023

I, Adam Cox, Interim Town Administrator for the Town of Fort Jones, hereby certify that the agenda for the August 14, 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.fortjonesca.org on August 11th, 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 Employee Everett Hullquist, and Fire Chief Joseph Hess.

Mayor Garcia led the flag salute.

PUBLIC COMMENTS:

- Brenda Mendenhall (Chair of Fort Jones Museum) expressed concerns about the museum board no longer having signature authority on a city-owned checking account.
- Bill Beckwith expressed concerns about hiring a new city administrator and the lack of a negotiated contract with Etna PD.
- Michelle DeCausmaker expressed concern over the council agenda being filled with errors and had several comments about the public works job description. She thinks we should donate to the pool and also maybe the 4-H or Girl Scouts. She was upset how quickly the council got rid of the parks grant.
- Madeline Ayres spoke about the recent economic development committee meeting facilitated by the USDA, specifically about some of the opportunities available to increase housing stock.

DISCUSSION / REPORTS / CORRESPONDENCE: NON-ACTION ITEMS:

A. Police Department Monthly Report: The written report appears in the August Council Packet.

- B. Fire Department Monthly Report: The written report appears in the August Council Packet. Fire Chief Hess shared that the new engine from Ben Lomond Fire has now been picked up. The Chief is looking into fire prevention up Moffett Creek.
- C. Public Works Monthly Report: The written report appears in the August Council Packet. the well level is at 24 feet and that he discussed the upcoming meeting with Cal-Trans.
- D. Town Administrator's Report: Adam Cox gave a verbal report. Updates on the pre-audit work, grant monies and other activities were provided.

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: Special Meeting June 29, 2023
- b) Approval of Minutes: Regular Meeting July 10, 2023
- c) Ratification of Disbursements: July 1 through 31
- d) Review Budget vs. Actual for July 1, 2022 through June 30, 2023

There was a question about when the final budget would be passed and Town Administrator Cox replied that it is scheduled for a future meeting. Mayor Garcia mentioned a change on the July 10 meeting minutes to show that at the end it was a town employee who asked about COLA raises and it was not the council that asked.

Moves: Banks
Seconds: Eayrs
Aye: all
No:

DISCUSSION / REPORTS: ACTION ITEMS:

3. Fire Chief Job Description

The mayor explained that this did not need another vote and just came back to council to see if all changes has been sufficiently made. There were no comments.

4. Town Caretaker Job Description

- Banks mentioned that a driver license be required along with minimum age of 18.

Moves: Eayrs moved to adopt the description with the suggested changes.
Seconds: Banks
Aye: all
No:
Motion passes

5. Public Works I Job Description

The mayor explained that this did not need another vote and just came back to council to see if all changes has been sufficiently made.

6. Class A License School for Public Works Supervisor

The Mayor stated that this item was tabled at the last meeting pending final budget. Unless there is new information this should not be on the agenda. No new information was presented.

7. Horn Street Rehabilitation Project Plans and Bidding Authorization

Moves: Banks to adopt the plans and specifications and authorize bidding of this project

Seconds: Collie-Mason

Aye: all

No:

Motion passes

8. Etna Police Department Contract

- This item will be tabled until an updated contract has been received by Etna.

Moves: Collie-Mason moves to table item

Seconds: LaRiviere

Aye: all

No:

Motion passes

9. Annual Donation to Etna Pool

- Town Administrator Cox and Mayor Garcia explained that this item is on the agenda to ensure the Fort Jones Council wants to continue supporting the Etna Pool at a cost of \$5000. Discussion ensued regarding the separate \$20,000 Parks Per Capita grant funds that Fort Jones forwarded to Etna for physical upgrades to the pool.

Moves: Banks to approve the donation of \$5000 for FY 2023-24

Seconds: Collie-Mason

Aye: all

No:

Motion passes

10. Town Website Update

- There was discussion of the news features of a PayGov website for the Town.

Moves: Banks moves to approve the website upgrade.

Seconds: LaRiviere

Aye: all

No:

Motion passes

11. Salary Schedule

- The mayor described the requirement that the council approve town salaries publicly. Everett Hullquist asked why his position wasn't listed on the salary schedule and the mayor explained that he would fall under Public Works 1 even though his current salary already exceeds all the steps for the Public Works 1 position.

Moves: Banks moves to adopt the salary schedule.

Seconds: LaRiviere

Aye: all

No:

Motion passes

12. Ordinance and Policy Committee

- The mayor explained that she spoke to the Town Attorney to get direction on re-establishing the Ordinance and Policy Committee by appointing voting members.

Moves: Banks moves to re-establish the committee as an Ad Hoc committee and appoint new members Trevor Eastlick, Mercedes Garcia, Kathy Banks and Lacey Gemaehlich.

Seconds: LaRiviere Eayrs ^{me}

Aye: all

No:

Motion passes

13. Surplus Equipment

- Everett explained the state and usefulness of the equipment.

Moves: Eayrs moved to put both vehicles up for sale

Seconds: LaRiviere

Aye: all

No:

Motion passes

14. Statewide Parks Grant

- The mayor read the item background; discussion ensued about what the dollars can be used for and if they could be used to rehabilitate existing parks. Town Administrator Cox responded that this particular grant can only be used for establishment of new park spaces and not for existing locations. Motion made by Banks to return the grant money to the State and further questions/discussions from audience members ensued.

Moves: Banks

Seconds: LaRiviere

Aye: Mark Eayrs, Mercedes Garcia, Kathy Banks, Alex La Riviere ^{me}

No: Collie-Mason

Motion passes

STAFF COMMENTS:

Town Administrator Cox announced that this would likely be his last meeting as he will be on vacation for the September meeting and there will hopefully be a new Town Administrator by the October meeting.

COUNCIL MEMBER COMMENTS:

Council Member Banks spoke about a special trash collection program coming up at the landfill in Yreka.

Council Member Collie-Mason asked why more money couldn't be spent on speeding the audits up and the mayor explained that it was not a matter of money but of time and ability by the auditing firm.

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 8:37 pm.

CLOSED SESSION:

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

RETURN TO OPEN SESSION:

The Council returned to open session at 9:09 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 9:10 pm. The next Regular City Council Meeting is scheduled to be held on September 11, 2023 at 7:00 p.m.

Attest:



Adam Cox, Interim Town Administrator

Approved:



Mayor Mercedes Garcia