

Mt. Shasta City Council Regular City Council Meeting Minutes

Mt. Shasta Community Center, 629 Alder Street
Monday, October 12th, 2015; 5:30 p.m.
Approved as Submitted

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

STANDING AGENDA ITEMS

- 1. Call to Order and Flag Salute:** At the hour of 5:33 p.m. Mayor Geoffrey Harkness called the meeting to order and led the audience in the Pledge of Allegiance.
- 2. Roll Call:** Council Members Present: Burns, Morter, Stearns, Mayor Pro-Tem Collings, and Mayor Harkness. Council Members Absent: None
- 3. Special Presentations & Announcements:** Paul Eckert, City Manager, introduced Larisa Proulx, the City of Mt. Shasta’s new Deputy City Clerk & Administrative Assistant.
- 4. Public Comment:**
Frances Mengels - Crystal Geysers environmental impact and relationship with the City of Mt. Shasta concerns.
Afa Garrigan – Seconded Frances Mengels’ comments and requested cap on water use from Crystal Geysers.
Roslyn McCoy – Requested industrial waste permit status update for Crystal Geysers.
- 5. Meeting Recess:** None
- 6. Council and Staff Comments:**
Paul Eckert, City Manager – Last ‘Water Talk’ scheduled for Oct. 21st, 2015 6:00 – 8:00 PM at Sisson Museum; Thank you to Farmer’s Market coordinators, JEDI, Orchard Farms. Report will be developed on Farmer’s Market; Rite Aid project is completed; Animal Hospital project is progressing; The City is working on contract for LED improvements; Thank you to the City of Mt. Shasta Public Works Dept. for all their hard work with water and streets projects.
Geoff Harkness, Mayor – Seconded the thank you to the Mt. Shasta Public Works Dept. for their work.
Timothy Stearns, Councilmember – Requested that City Manager respond to Roslyn McCoy’s question re: industrial waste permit status and to provide a status update on Siskiyou County’s Local Transportation Commission (LTC).
Paul Eckert, City Manager – Responded to Rosalyn McCoy’s question, saying the City of Mt. Shasta provided Crystal Geysers with the industrial user’s permit application and Crystal Geysers has not indicated when it will be completed. In response to Councilmember Stearns’ question regarding LTC, Caltrans presented at LTC on October 6th, 2015. Councilmember Burns is on LTC and represents Mt. Shasta. TLC supported Caltrans ‘Plan C’ and understands that the plan may be enhanced. TLC wanted Caltrans to continue making progress. Derek, the Caltrans representative for Mt. Shasta, is transferring to Shasta County. He will continue to be involved tangentially, but a new representative will be

assigned in the future.

Kathy Morter, Councilmember – Thank you to Public Works Dept. for filling in potholes. Question directed to City Manager about Public Records Request response time. Rosalyn McCoy communicated concern to Councilmember Morter about City response time. A few residents have communicated to Councilmember Morter that they want to be sent the City Manager’s weekly reports on a regular basis. Councilmember Morter requested that the City Manager respond to these two concerns and explain the City’s policies and established processes for public records requests.

Paul Eckert, City Manager – Responded to Councilmember Morter’s questions confirming that Rosalyn McCoy’s public records request was acknowledged by staff and completed within about 4 working days. The response exceeded State requirements of acknowledging receipt within 10 days. Rosalyn McCoy’s request was completed appropriately according to legal obligation, the City Halls’ hours of operation, and staff resources. Staff try their best to have a quick turnaround, filling requests within 3-5 working days. The City Manager’s weekly reports are an information document for the benefit of City Council. Sending the City Manager’s weekly reports out to residents on a weekly basis is not in line with the City’s current public records request procedures. A future goal for the City is to develop a monthly informational piece, similar to a newsletter, for residents and the public. Due to previous city staffing levels this project has not be feasible. The city hopes to revisit this idea in the near future.

Kathy Morter, Councilmember – In response to Paul Eckert, City Manager, a monthly newsletter is a good idea for the general public. If someone wants a copy of a weekly report, they can follow the City’s established public records request procedures. Question to Paul Eckert, City Manager regarding the Brown Act and the City’s compliance via sending only City Council the City Manager’s weekly reports.

Paul Eckert, City Manager – In response to Councilmember Morter’s question, the City regularly consults with the City Attorney, who is the City’s expert on the Brown Act. The City Attorney has specifically identified the City Manager’s weekly reports as an informational piece that requests no action from City Council. The City Attorney can address this concern in writing for City Council if needed.

Geoff Harkness, Mayor – Question to the City Manager, is it appropriate for the City to take the lead agency role with Crystal Geysers?

Paul Eckert, City Manager – In response to Mayor Harkness’ question, the City has been consulting with the City Attorney about who is the appropriate agency candidate . The question was raised ‘can the appropriate lead agency candidate itself be the subject of litigation?’ The California Environmental Quality Act (CEQA) determines the appropriate lead agency, and CEQA says that the lead agency is the one which has the widest range of discretionary approvals. Since Crystal Geysers’ industrial user’s permit application is with Siskiyou County’s Air Pollution Control District (APCD), the County is the lead agency. Anyone with concerns over APCD being the lead agency should contact APCD directly.

Mike Burns, Councilmember – Question to Paul Eckert, City Manager, asking for confirmation regarding clear language in CEQA determining who the lead agency is.

Paul Eckert, City Manager – In response to Councilmember Burns, the City Manager confirmed that CEQA clearly makes that determination.

Geoff Harkness, Mayor – Closed public comments.

CITY COUNCIL BUSINESS

7. Consent Agenda:

- a) Approval of Minutes: September 14, 2015 Special and Regular City Council Meetings and

September 28, 2015 Regular City Council Meeting.

- b) Approval of Brown Act Committee Meeting Minutes: Beautification Committee Meeting of August 12, 2015
- c) Accounts Payable: 10/1/2015; Total Gross Payroll and Taxes: For Period Ending 9/30/2015. (Muriel Howarth Terrell, Finance Director)
- d) Adoption of Resolution CCR-15-50 Approving the Agreement to Provide Dispatch Service Coverage between Siskiyou County and City of Mt. Shasta. (Parish Cross, Police Chief)

COUNCIL ACTION: Moved consent agenda item 7b to the October 26th, 2015 City Council Regular Meeting Agenda, and introduced or adopted, as applicable, by title only, consent agenda items 7a, 7c, and 7d. The full reading of consent agenda items 7a, 7c, and 7d was waived.

MOTION: Councilmember Morter motioned to move item 7b and Councilmember Stearns motioned to approve items 7a, 7c, and 7d.

SECOND: Councilmember Burns

AYES: All

NOES: None

ABSENT: None

ABSTAIN: None

8. Adoption of Resolution No. CCR-15-51 Authorizing the Purchase of a Henke HX1000 Series V-Box Spreader from Enoven Truck Body and Equipment.

COUNCIL ACTION: Approved agenda item number 8. All Resolutions and Ordinances on this item were introduced or adopted, as applicable, by title only, and the full reading thereof was waived.

MOTION: Councilmember Stearns

SECOND: Councilmember Morter

AYES: All

NOES: None

ABSENT: None

ABSTAIN: None

9. Adoption of Resolution No. CCR-15-52 Authorizing the Purchase of Used Cues Solid State Sewer TV Camera Equipment from WECO Industries.

COUNCIL ACTION: Approved agenda item number 9. All Resolutions and Ordinances on this item were introduced or adopted, as applicable, by title only, and the full reading thereof was waived.

MOTION: Councilmember Pro-Tem Collings

SECOND: Councilmember Stearns

AYES: All

NOES: None

ABSENT: None

ABSTAIN: None

10. Overview of Rail Quiet Zone Process

COUNCIL ACTION: Received update from City Manager, Paul Eckert. Rail Quiet Zone Process is consistent with City Strategic Plan 2014-2017 focus number four 'Grow Mt. Shasta Pride and Quality.' Council questions answered by Paul Eckert. Council appointment Mayor Geoff Harkness to work with City staff on reporting back to City Council about this item.

CITY COUNCIL/STAFF REPORTING PERIOD

11. Council Reports on Attendance at Appointed/Outside Meetings:

COUNCIL ACTION:

Councilmember Pro-Tem Collings - Attended League of Cities Annual Convention with Councilmember Morter. Pro-Tem Collings updated council about the municipal fiber, retail strategies for downtown, and city lighting presentations at the convention.

Councilmember Morter – Attended League of Citizen Annual Convention with Councilmember Pro-Tem Collings. Councilmember Morter updated council about engaging residents in city business through digital media and tools, micro-business, crisis communications for city leaders, financing, minority caucuses, and generational needs in the workplace.

Mayor Harkness – Attended a presentation on October 11th with Young Professional and Rural Development Institute in Dunsmuir at the FireWhat, Inc. building. Mayor Harkness updated council about his presentation.

12. Future Agenda Items (Appearing on the agenda within 60-90 days):

COUNCIL ACTION: Reviewed Items 12a through 12i. Council added items 12j – 12l.

- a. Centennial Greenway Progress Update (10/26/2015)
- b. Joint City Council & Planning Commission Special Meeting (10/21/2015)
- c. Recommendation Regarding Information Technology (IT) Service Contract (10/26/15)
- d. Potential Addition of Short-Term Rentals to the R-1 Zone (10/26/2015)
- e. City Engineer and Public Works Director will provide an overview of Street Pavement Condition (11/2015)
- f. Presentation Regarding Potential Forest Service Use of Treated Effluent for Fire Suppression and Dust Control (11/2015)
- g. Very High Fire Hazard Severity Zone (12/2015)
- h. Downtown Business District Boundaries (12/2015)
- i. Alternatives For Funding Capital Improvement Projects (12/2015)

- j. Annual Evaluation of the City Manager (10/26/2015 & 11/1/2015)
- k. Capital Improvements Project Alternatives (10/26/2015)
- l. Municipal Fiber (11/2015)

13. Closed Session: None

14. Adjourn: There being no further business, the meeting was adjourned at 7:32 p.m.

Respectfully Submitted by: Larisa Proulx, Deputy City Clerk & Administrative Assistant