

City of Blue Lake  
City Council Regular Meeting  
Skinner Store – 111 Greenwood Ave., Blue Lake, CA  
July 14, 2015  
MINUTES

The Meeting called to order at 7:00 p.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Stephen Kullmann, Adelene Jones, Michele McCall-Wallace

Staff Present: Deputy City Clerk April Sousa, City Manager John Berchtold

**Motion to Approve the Agenda**

Councilmember Jones *motioned to approve the agenda*. Councilmember Sawatzky seconded. The motion carried unanimously.

**Public Input**

Jaime Crowell from Mad River Brewing Company spoke regarding the wastewater relationship between the City and Mad River Brewing Company. He mentioned an ordinance was drafted that will be presented at the next Council meeting.

**Resolution No. 1055: A Resolution of the City Council of the City of Blue Lake Recognizing Julia Oliveira for her Service as a Humboldt County Sheriff Deputy for the City of Blue Lake**

Councilmember Sawatzky *motioned to adopt Resolution No. 1055: A Resolution of the City Council of the City of Blue Lake Recognizing Julia Oliveira for her Service as a Humboldt County Sheriff Deputy for the City of Blue Lake*. Councilmember Kullmann seconded. The motion carried unanimously.

Mayor McCall-Wallace read Resolution No. 1055. Deputy Oliveira was present to accept the Resolution and spoke appreciation of her time in Blue Lake.

**Resolution No. 1056: A Resolution of the City Council of the City of Blue Lake Recognizing Dell'Arte International for 40 Years of Actor Training and Ensemble Creation in the City of Blue Lake**

Clarification was made regarding the year Dell'Arte opened. It was noted that the school opened in 1975.

Mayor McCall-Wallace read Resolution No. 1056.

Councilmember Jones *motioned to adopt Resolution No. 1056: A Resolution of the City Council of the city of Blue Lake Recognizing Dell'Arte International for 40 Years of Actor Training and Ensemble Creation in the City of Blue Lake*. Councilmember Kullmann seconded. The motion carried unanimously.

**Introduction of New Managing Director of Humboldt Bay Municipal Water District (HBMWD) and Update on SCADA System**

Carol Rische, current General Manager of HBMWD spoke on the background of the district and the relationship with Cities and the County.

Alderon Laird, Board Member of HBMWD, introduced Paul Helliker, new General Manager to HBMWD. Mr. Helliker took the opportunity to speak with council.

Mayor McCall-Wallace thanked and commended Carol Rische for her time with HBMWD.

City Manager Berchtold gave an overview on the SCADA system, which allows the pump system to work automatically. He mentioned that it was important to find a system that was compatible with HBMWD.

It was mentioned that the goal was to have a proposal for council to view and possibly vote on at a council meeting in the near future.

City Manager Berchtold also mentioned that at a future Council Meeting, there would be a Resolution authorizing application for a loan to help with the SCADA system.

Carol Rische gave comments on the SCADA system, and mentioned a service contract between the City and HBMWD.

Council and the public were given an opportunity to ask clarifying questions.

### **Follow-up on Public Agency Risk Sharing Authority of California (PARSAC) Meeting**

City Manager Berchtold gave an overview on the recent PARSAC workshop meeting and some of the open issues he observed. Mayor McCall-Wallace mentioned a couple more items.

Council discussed these open items. The issue of the Horse Arena and how to manage this program was discussed. City Manager Berchtold suggested staff look into all safety issues of arena, and create an actual budget of what it costs to maintain the arena, without the improvements that will be needed. It was also suggested that possibilities for the management of the Horse Arena be brought to a future meeting. Council asked that resolving the safety issues come before looking at new footing costs for the arena.

Mayor McCall-Wallace brought up the issues of Harassment Training for councilmembers. It was suggested council find these trainings online.

The issue of volunteers was also discussed and the procedure of all volunteers filling out the required forms.

### **City Manager Compensation and Desired Attributes of City Manager**

Mayor McCall-Wallace asked council for a list of desired attributes of a City Manager to aid her and Councilmember Lynch as they revise the brochure for recruitment.

Councilmembers weighed in on desired attributes to include as well as the recruitment process. The public was also given a chance to give input on desired attributes and compensation.

Council asked City Manager Berchtold on his insight from when he went through the process.

It was suggested that council decide the level of experience for the position. After discussion, Council came to a consensus that a department head with no manager experience.

Compensation amounts were discussed after the discussion on position experience.

Councilmember Jones *motioned to direct the committee to proceed with the brochure and to put in a salary range of \$80,000-\$90,000 and to bring the brochure back to council for review.*

Councilmember Sawatzky seconded. The motion carried unanimously.

### **City Council Committee Reassignments**

Mayor McCall-Wallace noted the reason for this item to be on the agenda. Council discussed current assignments and desired new assignments.

The Council Committee assignments were assigned as follows:

*Mayor McCall-Wallace* – Primary: Mayor Select Committee, League of California Cities, Association of California Water Agencies Joint Powers (ACWA), Blue Lake Public Safety Commission/Sheriff Liaison, Humboldt County Association of Governments (HCAOG)  
Alternate: Mad River Alliance, Blue Lake Fire Department Liaison

*Councilmember Kullmann* – Primary: Mad River Alliance, Water Task Force (HBMWD)  
Alternate: Mayor Select Committee, ACWA, Redwood Coast Energy Authority (RCEA)

*Councilmember Lynch* – Primary: Blue Lake Parks and Recreation Commission Liaison, Blue Lake Fire Department Liaison, RCEA  
Alternate: Indian Gaming Grant Funds Commission/Blue Lake Rancheria Liaison

*Councilmember Sawatzky* – Primary: Indian Gaming Grant Fund Commission/Blue Lake Rancheria Liaison, Redwood Regional Economic Development Commission (RREDC)  
Alternate: League of California Cities, Blue Lake Public Safety Commission, Blue Lake Business Liaison, Humboldt Waste Management Authority (HWMA), HCAOG

*Councilmember Jones* – Primary: Blue Lake Business Liaison, HWMA  
Alternate: Blue Lake Parks and Recreation Commission, Water Task Force (HBMWD), RREDC

### **Consent Agenda**

Items a & b were pulled from the consent agenda.

Councilmember Kullmann *motioned to adopt the consent agenda items c-j:*

*c: Minutes from June 23, 2015 – Regular Meeting*

*d: Minutes from June 24, 2015 – Council and Commissions Workshop*

*e: Minutes from June 30, 2015 – Special Meeting*

*f: Warrants/Disbursements June 2015*

*g: Monthly Financials May 2015*

*h: Grant approval for Street Resurfacing on Railroad Ave.*

*i: Personnel Policy Change to Section 4.12.0: Loss or Damage of Employee's Personal Property*

*j: Proposal from Anderson, Lucas, Summerville and Borges, LLP*

Councilmember Sawatzky seconded. The motion carried unanimously.

### **Minutes from June 20, 2015 – Special Meeting (Consent Agenda item a)**

Councilmember Kullmann *motioned to approve the Minutes from June 20, 2015.* Councilmember Sawatzky seconded. The motion carried with the following vote:

Ayes – McCall-Wallace, Kullmann, Lynch, Sawatzky

Nays – none

Abstain – Jones

### **Minutes from June 23, 2015 – Special Meeting (Consent Agenda item b)**

Councilmember Kullmann *motioned to approve the Minutes from June 20, 2015.* Councilmember Sawatzky seconded. The motion carried with the following vote:

Ayes – McCall-Wallace, Kullmann, Lynch, Sawatzky

Nays – none

Abstain – Jones

*9:30 p.m. – Mayor McCall-Wallace checks in with council on finishing the agenda.*

Councilmember Kullmann *motioned to finish the agenda as expeditiously as possible.*

Councilmember Sawatzky seconded. The motion carried unanimously.

### **Reports of Council and Staff**

City Manager Berchtold gives an overview of the report from the Parks and Recreation Director, Cameron Mull.

Councilmember Sawatzky reported on the HWMA meeting he attended as alternate. It was a closed meeting.

Councilmember Lynch – none

Councilmember Kullmann reported that the Mad River Alliance Partners meeting will be on July 30, 2015.

Councilmember Jones reported on the success of Annie and Mary Days.

Mayor McCall-Wallace reported on the transition of Sheriff Deputies and informed Council of the new deputy for the night shift, Deputy Seth Crosswhite.

### **Future Agenda Items**

- Division of City Clerk/Office Manager
- Advertising/recruitment of City Manager

### **Correspondence**

There was no correspondence. An informational item regarding e-cigarette regulation was given to Council in the packet.

### **Motion to Adjourn**

Councilmember Sawatzky *motioned to adjourn*. Councilmember Kullmann seconded. The motion carried unanimously. Meeting adjourned at 9:43 p.m.

April Sousa,  
Deputy City Clerk