

City of Blue Lake  
City Council Regular Meeting  
Skinner Store – 111 Greenwood Ave., Blue Lake, CA  
August 11, 2015  
MINUTES

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

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

Councilmembers Absent: None

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

**Motion to Approve the Agenda**

Mayor McCall-Wallace asked the public and council about changing the agenda order. The Consent Agenda (Item 11) was discussed. Items d,h, and i were pulled from the Consent Agenda.

Councilmember Jones *motioned to approve the agenda changing the order to: 3, 4,11h, 11d, remaining Consent Agenda (11), 12 (Reports of Staff), 10, 5, 6, 11i, 7, 8, 9, 12 (Reports of Council), 13, 14, 15* Councilmember Sawatzky seconded. The motion carried unanimously.

**Public Input**

None

**Blue Lake Community Church: Request for Directional Signs**

Councilmember Sawatzky recused himself from this item.

City Manager Berchtold gave an update and overview on the item.

Protocol of how these items are dealt with was discussed. It was noted that this should go to the Planning Commission first.

Pastor Kerry Houston was available to answer questions.

There was councilmember support for the idea, and cautiousness of the number of signs to be put up in town.

After discussion, Councilmember Kullmann *motioned to refer this item to the Planning Commission*. Councilmember Lynch seconded. The motion carried with the following vote:

Ayes: Kullmann, Lynch, Jones

Nays: McCall-Wallace

Abstain: none

\* Sawatzky recused from action item

**Contract with New Life Services Company: Securing 650 Chartin Way**

City Manager Berchtold gives an overview of the property and the abatement process as it stands at the time of the meeting.

Due to the current state of the property, City Manager Berchtold recommended that the property be secured. The City will attempt to recuperate the cost.

Members of the public gave positive input for this action.

Clarification was made that securing the house is the next step in the abatement process so that it will not be accessible.

Councilmember Kullmann *motioned to approve the contract with New Life Services to secure the property at 650 Chartin Way.* Councilmember Sawatzky seconded. The motion carried unanimously.

### **Memorandum of Understanding Redwood Coast Energy Authority (RCEA)**

City Manager Berchtold explained to council why this Memorandum of Understanding (MOU) was in front of Council. It was noted that the work has been completed, and the council approved a previous MOU. The original MOU included a wall mounted unit, but it was determined this unit was not feasible. Instead a pedestal unit was installed. The terms are the same, but the new MOU reflects the exact work that was completed.

City Attorney Nancy Diamond passed out a copy of the new agreement, as the original was placed in the Council Packet.

It was noted that there is coverage for indemnity that back covers the work that was done.

It was noted that City Attorney Diamond represents both the City and RCEA, and that both entities had signed waivers to allow this.

Councilmember Kullmann *motioned to accept the amended and restated agreement with RCEA and the City of Blue Lake.* Councilmember Lynch seconded. The motion carried unanimously.

### **Consent Agenda**

Councilmember Kullmann *motioned to accept the remaining Consent Agenda item a: Minutes from July 28, 2015, item b: Classification of Assistant City Manager/Business Officer Supervisor and Pay Plan Amendment, item c: Department of Transportation Agreement – Railroad and E project, item e: Memorandum of Understanding for Community Development Block Grants, item f: Warrants/Disbursements July 2015, and item g: Amendment to Employment Agreement: City Manager.* Councilmember Sawatzky seconded.

City Manager passed out Resolution 1061 that went along with item c. Item 11c was pulled from the Consent Agenda.

Councilmember Kullmann *amended the motion striking item c from the list of accepted Consent Agenda items.* Councilmember Sawatzky seconded the amended motion. The motion carried unanimously.

### **Department of Transportation Agreement – Railroad and E Project**

Mayor McCall-Wallace read Resolution 1061. Councilmember Jones asked clarifying questions regarding the timeline of the project.

Councilmember Jones *motioned to accept Resolution 1061 and the Department of Transportation Agreement, by title only.* Councilmember Kullmann seconded. The motion carried unanimously.

### **Reports from Staff**

City Manager Berchtold read the staff reports given by Parks and Recreation Director Cameron Mull. One report was on the Horse Arena/Gymkhana maintenance costs (not including the current repairs necessary). The other report was on grants and outside funding received so far. The donation from Patricia Powell was cited. Acknowledgment and grand opening of the Party Room to show appreciation was asked to be placed on the next agenda.

City Attorney Diamond gave a brief report on the status of Blue Lake Power. Currently, the City has filed a Utility Lean for the default on the Utility Accounts.

Blue Lake Power is currently late on their lease payment. According to the lease, they get 30 days to cure this after notice.

City Attorney Diamond mentioned their financier is also on notice.

It was noted that when the lease was entered into, the security is on the property, not in any non-permanent equipment.

Council asked for an update to be on a future agenda.

**SCADA System for Water Facilities – Monitoring Agreement with Humboldt Bay Water District (HBMWD) and Proposal from DAQOTA Systems, Inc.**

City Manager Berchtold gave background information on SCADA and the agreement as a reminder to Council and the public.

It was noted that because of the small Public Works staff at the City of Blue Lake, it is important to have a consistent source for monitoring.

Paul Helliker, General Manager for HBMWD and Carol Rische, retired General Manager of HBMWD, were available to answer any questions.

Clarifying Questions were made regarding the budget for this. City Manager Berchtold mentioned the Rural Water Fund Loan for \$100,000 for 10 years, which has a 3% interest.

It was noted that if the City chose not to go with the monitoring agreement, the City would need to hire a technician who would already know the SCADA system.

There was concern regarding the budget with Blue Lake Power not operating at this time. It was noted that the loan would help cash flow.

Carol Rische mentioned that if the City ever felt they did not need this collaboration in the future, the agreement could be terminated. If the City needed more technical assistance, the mutual aid agreement already in place would work. The investment would not be wasted.

Councilmember Jones *motioned to enter into monitoring agreement with Humboldt Bay Municipal Water District (HBMWD)*. Councilmember Kullmann seconded. The motion carried unanimously.

Councilmember Kullmann *motioned to accept proposal from DAQOTA system and approve the City Manager to apply for the Rural Water Loan*. There was no second. The motion died.

Councilmember Lynch *motioned to accept the proposal from DAQOTA System upon approval of Rural Water Loan application*. There was no second. The motion died.

Councilmember Sawatzky suggested that the City purchase the system outright, and not apply for the loan.

City Manager Berchtold stated that he wouldn't recommend this because the City may need the cash reserves in case of emergencies.

Councilmember Jones *motioned to accept the DAQOTA System and approve the City Manager to apply for the Rural Water Loan immediately*. Councilmember Kullmann seconded. The motion carried with the following vote:

Ayes: McCall-Wallace, Kullmann, Lynch, Jones  
Nays: Sawatzky  
Abstain: none  
Absent: none

**Resolution No. 1059: A Resolution of the City Council of the City of Blue Lake Appointing Representatives to Represent and Vote on Behalf of the City at the League of California Cities,**

**Redwood Empire Division Business Meetings and Represent the City and Vote at Division Legislative Committee Meetings**

Councilmember Kullmann *motioned to accept Resolution No. 1059 by title only*. Councilmember Sawatzky seconded. The motion carried unanimously.

**Resolution No. 1060: A Resolution of the City Council of the City of Blue Lake Repealing Resolution No. 1040 Pertaining to the Position of City Clerk Having Been Consolidated with the Position of City Manager**

Councilmember Kullmann *motioned to accept Resolution No. 1060 by title only*. Councilmember Lynch seconded. The motion carried unanimously.

**Appointment of City Clerk**

Councilmember Jones *motioned to appoint April Sousa, Deputy City Clerk, to the position of City Clerk*. Councilmember Sawatzky seconded. The motion carried unanimously.

**Second Reading and Adoption of Ordinance No. 513: An Ordinance of the City Council of the City of Blue Lake Amending the Sewer Code of the City of Blue Lake, Article VIII (Industrial Wastewaters), Section 807 (Availability of City's Facilities)**

Clarification was made that this Ordinance covers any industrial wastewaters, not just that of Mad River Brewery.

Councilmember Kullmann *motioned to adopt Ordinance 513 by title*. Councilmember Jones Seconded. The motion carried by the following roll call vote:

Ayes: McCall-Wallace, Kullmann, Lynch, Jones

Nays: none

Abstain: Sawatzky

Absent: none

**Prioritization of City Manager Recruitment**

Councilmembers rated a list of current City Manager Projects.

After discussion, Council asked that City Manager Berchtold give input on the current projects.

Mayor McCall-Wallace suggested that City Manager Berchtold bring feedback to the next meeting and to put this item on the agenda.

*9:04 check in – consensus that the agenda should be able to finish close to 9:30 p.m.*

**City Manager Recruitment Issues**

Mayor McCall-Wallace gives an update on the status of the brochures and advertising. The brochures will be available at the next meeting. Recipients of the brochures were discussed. It was approved by consensus for a letter to be written to accompany the brochure.

**Council and City Manager Reports**

*Councilmember Jones* reported that the next Humboldt Waste Management Meeting wasn't until September. The City wide yard sale would be Saturday, August 15, 2015 from 10 a.m. – 5 p.m. She also mentioned the film, "Woodshock" that was just shot in Blue Lake.

*Councilmember Lynch* reported on a horse incident mentioned on Nextdoor.

*Councilmember Kullmann* – none

*Mayor McCall-Wallace* reported that a Humboldt County Association of Governments (HCAOG) meeting was coming up. She reported on the Public Safety Commission. She has also recently checked in with the Sheriff Deputies, and the new designated Deputy, Seth Crosswhite, seems to

enjoy being in Blue Lake. She also mentioned that the Sheriff Deputies are aware and on top of the transient issues in Blue Lake.

*Councilmember Sawatzky* – none

### **Future Agenda Items**

- Acknowledgment of Patricia Powell Donation and Grand Opening Party Room
- Blue Lake Power Update

### **Correspondence**

There was a correspondence from former Councilmember and Blue Lake Resident, Sherman Schapiro, which was originally brought to the Public Safety Commission meeting the day before. Mayor McCall-Wallace gave an update on the matter being discussed in the letter.

Mayor McCall-Wallace gave another reminder to Councilmembers to be careful of social media sites, such as Nextdoor, and conversing on them as three (3) members conversing on the same thread in one way or another is considered a “meeting.”

### **Motion to Adjourn**

Councilmember Kullmann *motioned to adjourn*. Councilmember Sawatzky seconded. The motion carried unanimously. Meeting adjourned at 9:26 p.m.

April Sousa,  
City Clerk