

City of Blue Lake  
City Council  
Skinner Store – 111 Greenwood Ave., Blue Lake, CA  
March 22, 2016  
MINUTES

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

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

Councilmembers Absent: none

Staff Present: City Manager Amanda Mager, City Clerk April Sousa, Senior Management Analyst/Advisor John Berchtold

**Motion to Approve the Agenda**

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

**Public Input**

None

**Discussion of the Brown Act Restrictions with Social Media**

Mayor McCall-Wallace gave an overview of the item.

Council comments included a suggestion to ask the City Attorney for guidelines in regards to the Brown Act and social media.

It was suggested that the City obtain a public agency account on “NextDoor” so that staff does not need to use their personal accounts to post public information from the City. Mayor McCall-Wallace stated she would get information for this to the City Manager.

Training and a Social Media Policy was suggested.

Council directed staff to look at training opportunities and to look into a city-wide social media policy.

**Discussion to extend the Agreement with Humboldt County Sheriff Department for Public Safety Services**

Mayor McCall-Wallace gave an overview of the item.

Clarifying questions and comments regarding costs was discussed.

Councilmember Kullmann *motioned to direct the City Manager to inform the Sheriff Department of the City's intention to extend the current contract for one year.* Councilmember Lynch seconded. The motion carried unanimously.

**First Reading of Ordinance No. 511: An Ordinance of the City of Blue Lake Adopting the City of Blue Lake Emergency Operations Plan, Defining an Emergency, Appointing a Director of Emergency Services, and Repealing Ordinance No. 255**

City Manager Mager gave an overview of the ordinance.

Clarification and discussion was made regarding the alternate seat in case of an emergency.

Councilmember Jones *motioned for a first reading of Ordinance No. 511: An Ordinance of the City of Blue Lake Adopting the City of Blue Lake Emergency Operations Plan, Defining and Emergency, Appointed a Director of Emergency Services, and Repealing Ordinance No. 255, by title only.*

Councilmember Kullmann seconded. The motion carried unanimously.

**Second Reading and Adoption of Ordinance No. 517: An Ordinance of the City of Blue Lake Providing for Compensation for the Members of the Blue Lake City Council and Repealing Ordinance No. 473**

The item was introduced and no discussion taken.

Councilmember Sawatzky *motioned for a second reading and adoption of Ordinance No. 517: An Ordinance of the City of Blue Lake Providing for Compensation for the Members of the Blue Lake City Council and Repealing Ordinance No. 473, by title only.* Councilmember Kullmann seconded. The motion carried unanimously.

**Presentation of Alternate Transportation Program (ATP) Funding Request for Annie and Mary Trail**

Mike Foget of SHN Engineering was not present at the time of this item.

Councilmember Sawatzky *motioned to hold item no. 8: Presentation of ATP Funding Request for Annie and Mary Trail, until Mike Foget arrives.* Councilmember Kullmann seconded. The motion carried unanimously.

**Greenwood Ave Traffic – Radar Enforcement/Traffic Study Discussion**

Councilmember Lynch introduced this item. City Manager Mager handed out a sheet regarding ideas and suggestions to all council and made available to the public.

Council directed staff to get more information on signage possibilities and radar training. Funding through Safe Routes to School was suggested as a place to look.

County Supervisor Mark Lovelace was present in the public. He suggested asking for support through the California Highway Patrol in regards to speed control on Blue Lake Boulevard.

### **Discussion Regarding City Council Budget Priorities**

Senior Management Analyst/Advisor Berchtold gave an overview of the item. Budget priorities for the 2016/2017 fiscal year budget were discussed.

Clarification was made that department heads will work on the budget with the City Manager. Budget priorities that were discussed were the Horse Arena, legal fees and their allocation and independent contractors as a whole. It was noted that with the transition, both legal fees and independent contractor fees may be higher than usual.

The budget subcommittee has a report that will be brought to the next meeting, as the subcommittee was waiting for the hiring of a new City Manager before presenting their report.

*At 8:30 p.m. there was a 5 min. break.*

### **Economic Development Administration (EDA) Technical Assistance Funding Request for the Development of a Comprehensive Economic Development Strategy for the City – Authorize the City Manager to Develop and Submit Funding Applications to EDA to Support this Initiative**

City Manager Mager gave an overview of this item, suggesting that it is an opportunity to look at the industrial park.

Clarifying questions were raised on how this grant would be different from past grants.

Council directed the City Manager to look into past grant information and bring back a plan/vision for the funding.

### **Farewell Celebration for John Berchtold**

It was noted that this item should be moved so that Senior Management Analyst/Advisor Berchtold could stay for the remaining items but not stay for this item.

Mayor McCall-Wallace *motioned to move item number 12: Farewell Celebration for John Berchtold to occur after item 15: Reports of Council and Staff.* Councilmember Sawatzky seconded. The motion carried unanimously.

### **Consent Agenda**

Councilmember Lynch pulled item c: Spending Limits for City Personnel.

Councilmember Sawatzky recused himself and left the room.

Councilmember Kullmann *motioned to approve item a: Minutes from March 8, 2016 Regular Meeting and item b: Acceptance of Agreement for Engineering and Other Professional Services with SHN.* The motion carried unanimously with the remaining councilmembers. Councilmember Sawatzky rejoined the dais.

### **Spending Limits for City Personnel**

City Manager Mager gave an overview of this item.

Council discussed the level of the spending limit without higher approval. The use of purchase orders was also discussed.

Councilmember Jones *motioned to approve the recommended spending limits for City personnel.* Councilmember Sawatzky seconded. The motion carried unanimously.

### **Presentation on Alternate Transportation Program (ATP) Funding Request for Annie and Mary Trail**

This discussion occurred once Mike Foget of SHN arrived. He gave an overview of what was being requested.

Council asked clarifying questions of the grant, easements, and ownership of the area in question.

Councilmember Sawatzky recused himself and left the room.

Councilmember Kullmann *motioned to approve the submitting of the ATP grant with the understanding that the City will maintain the trail.* Councilmember Jones seconded. The motion carried unanimously with the remaining councilmembers. Councilmember Sawatzky rejoined the dais.

It was noted that a letter of support or a resolution will be needed from Council to reflect the motion.

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

Councilmember Lynch gave a report from the Redwood Coast Energy Authority (RCEA) meeting and the recent Parks and Recreation meeting.

Councilmember Jones had nothing to report.

Councilmember Sawatzky reported on the Humboldt Waste Management Authority (HWMA) meeting as well as a meeting with the Blue Lake Rancheria, as the liaison with the Rancheria.

Councilmember Kullmann had nothing to report.

Mayor McCall-Wallace reported on the recent Humboldt County Association of Governments (HCAOG) meeting.

City Manager Mager reported on a recent meeting regarding Measure Z funding. Senior Management Analyst/Advisor Berchtold also gave input regarding Measure Z funding.

### **Farewell Celebration for John Berchtold**

Council discussed the farewell celebration for former City Manager John Berchtold. It was set for Sunday, April 3, 2016 at the Mad River Grange. Mayor McCall-Wallace will be at the Grange at 1 p.m. to start setting up.

Staff was directed to design and distribute flyers, invitations, postcards, and e-vites. It was also suggested that an invitation go out on the NextDoor site. Mayor McCall-Wallace stated she would write a press release.

The budget of \$350 was discussed. Staff will use \$200 for food and plates, cutlery, etc. Mayor McCall-Wallace and Councilmember Sawatzky will work on the gift not to exceed \$150. Mayor McCall-Wallace will ask former Councilmember Sherman Schapiro to help with a resolution.

### **Future Agenda Items**

- Special Meeting with closed session for City Manager Focus/Priorities, Staff Evaluation and anticipated litigation (Blue Lake Power Consent Decree) – Set for April 5, 2016 at 6 p.m.

### **Correspondence**

none

### **Motion to Adjourn**

Councilmember Jones *motioned to adjourn*. Councilmember Kullmann seconded. The motion carried. Meeting adjourned at 10:19 p.m.

April Sousa  
City Clerk