

City of Blue Lake
City Council
Skinner Store—111 Greenwood Road—Blue Lake
October 24, 2017
Regular City Council Meeting

The meeting was called to order at 7:00 p.m.

Councilmembers Present: Mayor Adelene Jones, Mayor Pro-Tem Bobbi Ricca, Summer Daugherty, Jean Lynch, Elizabeth Mackay

Councilmembers Absent: None

Staff Present: City Manager Amanda Mager, City Clerk April Sousa

Approval of Agenda

Ricca/Daugherty *motion to approve the agenda as stated.* The motion passed unanimously.

Public Input

None.

Presentation regarding Healthcare Access to All Residents of California, State Bill 562

Kathryn Donahue, RN; member of California Nurses Association, Humboldt/Del Norte Central Labor Council, North Coast People's Alliance and HealthCare for All presented information regarding State Bill 562 and asked Council to consider the adoption of a resolution at the next Council meeting in support of the bill. She also mentioned the town hall meeting on October 26, 2017 at the Logger Bar to discuss the bill.

Ricca/Mackay *motion to bring the suggested resolution back to the City Council for consideration at the next regular meeting.* The motion passed unanimously.

Economic Development Commission Presentation of Multi Year Work Plan

Michael Jewell, Chair of the Blue Lake Economic Development Commission, presented the multi year work plan to the City Council. Prioritization was discussed so that their work can relate to others. The importance of wayfinding signage was also discussed.

Resolution No. 1102: A Resolution of the City Council of the City of Blue Lake Approving an Update of the City of Blue Lake's Emergency Operations Plan

Clarification was made to the lines of succession. The City Manager answered other clarifying questions.

Ricca/Mackay *motion to approve Resolution No. 1102: A Resolution of the City Council of the City of Blue Lake Approving an Update of the City of Blue Lake's Emergency Operations Plan.* The motion carried unanimously.

Resolution No. 1103: A Resolution of the City Council of the City of Blue Lake Adopting Revision One of the Salary Plan Fixing Compensation for Employees for Fiscal Year 2017-2018 and Rescinding Previous Editions

City Manager Mager gave an overview of the reasons for the revision to the Salary Plan. She noted that in making the revisions, she accidentally left out the minimum wage increase to take place on January 18, 2017, which would start at \$11.00/hour and would increase 3% at each step.

Cost of living increases, merit increases and levels on the pay scale were discussed and clarified.

Daugherty/Ricca motion to approve Resolution No. 1103 with the addition of the Minimum wage increase to the Salary Plan. The motion carried unanimously.

Continuity of Operations Plan for the City of Blue Lake

A couple of typographical errors were noted. Council asked to have an additional sentence under notifications that would state that the City Council would be notified in the event that the Continuity of Operations Plan would be put into place.

Daugherty/Mackay motion to approve the Continuity of Operations Plan with discussed changes. The motion carried unanimously.

Resolution No. 1104: A Resolution of the City Council of the City of Blue Lake Adopting a Fully Revised Personnel Policy Manual and Republishing the Personnel Policy Manual as Revision 6

The following changes to the draft were made:

- Section 9.4 – strike the second “eligible”
- Section 2.5 – add “can be retained according to the adopted retention schedule.”

Daugherty/Ricca motion to approve Resolution No. 1104 with changes noted. The motion carried unanimously.

Approval of Minutes from October 10, 2017

A couple of typographical errors were made and discussed.

Daugherty/Mackay motion to approve the minutes from October 10, 2017 with discussed changes. The motion carried unanimously.

Reports of Council and Staff

a. City Manager Proposal for City Architect

City Manager Mager asked for direction to look into a City Architect. A Request for Qualifications (RFQ) would be drafted and sent out. Council directed the City Manager to move forward with the RFQ process and look for a City Architect.

b. Jean Lynch Informational Report: Receiving Packages in Blue Lake

Councilmember Lynch gave an overview of the information that she obtained from the Post Office.

Mackay – Reported on the Chamber of Commerce, Blue Lake Artisan’s Collective, and the Holiday tree. She noted that the Grand opening of the Collective will be on November 12 from

9:30-4, to occur at the same time as the Grange Breakfast. City Manager Mager also noted during this report that the Collective will host a “Taste of Blue Lake” on December 1, 2017.

Lynch – Additionally reported on the Economic Development Commission and the Public Safety Commission Disaster Preparedness meeting.

Jones – Reported on the Humboldt County Association of Governments (HCAOG) meeting and it was noted that the Unmet Transit Needs deadline was October 31, 2017. She also mentioned the Museum Salad Luncheon to occur on November 9, and that this was a change in schedule. She also mentioned the Museum Crat Fair would be taking place on November 25 from 10 a.m. – 4 p.m.

Ricca – Reported on the Redwood Coast Energy Authority meeting.

Daugherty – Reported on the Redwood Regional Economic Development Commission meeting and the Humboldt Waste Management Authority meeting.

Mager – The City Manager reported that the Annie and Mary Trail grant was funded.

Future Agenda Items

- Discussion of Pros and Cons of Selling versus leasing in the Powers Creek District
- Economic Development Commission and Council combined work session
- Bobbi Ricca – Adopt a Spot
- Strategic Planning

Correspondence

None.

Adjourn

Mackay/Daugherty *motion to adjourn*. The motion carried unanimously. Meeting adjourned at 9:43 p.m.

April Sousa
City Clerk, City of Blue Lake