

City of Ferndale, Humboldt County, California USA

City Council Minutes for January 3, 2013

Mayor Stuart Titus called the study session to order at 6:35pm. Present were Councilmen John Maxwell, Michael Sweeney, Ken Mierzwa and Daniel Brown along with staff City Manager Jay Parrish, City Clerk Nancy Kaytis-Slocum and City Accountant Phil Aycock. Mr. Aycock reviewed the annual audit and explained that unusual this year is the inclusion of the Ferndale Housing. We used the insurance value for a value to place on the property. In conclusion, the city's records are in good condition and internal controls are functioning properly. The study session was concluded at 6:55pm.

Mayor Stuart Titus called the Regular City Council Meeting to order at 7:00PM. Present were the same as were present for the study session, along with City Engineer David Cassie, and Police Chief Brett Smith. Those present pledged allegiance to the flag. The City Clerk called roll call. All present.

Under Public Comment: Lawrence Hindley was asked to wait for the item on the agenda.

Mayor Titus related that the Study Session concerned the Annual Audit for 2011-12, and that there would be an agenda item on this in the business part of the meeting.

Under Public Comment Jeff Farley asked a question regarding Roto-rooter and the sewer plant. Mr. Lawrence Hindley objected to the wording of agenda item 11B. Duane Martin asked that revenues be shown at least once a quarter, in addition to the monthly expenditures. Jerry Bruga distributed a document to the council without giving a copy to staff for the record.

Consent Calendar: MOTION: (Mierzwa/Sweeney) Accept Accounts Payable and approve the minutes from the December 6, 2012 meeting. Unanimous.

Acquisition process for 2010 Dump Truck and 2012 John Deer Tractor. City Manager Jay Parrish gave a synopsis of this item, then introduced City Attorney Russ Gans who discussed adding a local preference provision as well as the ability to use state and federal programs to the Purchasing Ordinance. There followed discussion by the public and council that included comments by Lawrence Hindley, Duane Martin and Jerry Bruga. Mayor Titus said the council would consider the comments. There was no action.

Purchase Ordinance. Discussion dwelt on the ordinance and whether it needed to be changed or not and included comments from the public as well as the council. The Mayor asked that this item be reviewed by the attorney and staff and to bring back to the council suggested changes to include local preference, local public notice, and the ability to use state and federal agencies. MOTION: (Maxwell/Sweeney) Have our City Attorney review and suggest revisions to Ferndale's Purchasing Ordinance. All in favor.

Personnel Policy Manual: City Manager Parrish relayed that he'd applied to PARSAC for a grant to update the Personnel Policy Manual (PPM), and he should hear within a couple of weeks whether we got the grant. MOTION: (Maxwell/Mierzwa) Have the City Attorney review and update our Personnel Policy Manual, not to exceed \$3500. All in favor.

Annual Audit: Duane Martin questions whether our auditor is compliant with all the rules that regulate his relationship with the city. MOTION: (Maxwell/Sweeney) Approve the City of Ferndale Annual Audit for 2011-2012. All in favor.

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Appointments to Boards, etc. Mayor Titus appointed Ken Mierzwa as vice-mayor; Titus will remain Appointee for Emergency Services, with the Alternate seat open; HWMA: Maxwell will remain Appointee, with Michael Sweeney as Alternate; RREDC: remains Mierzwa and Maxwell; HCAOG, Titus is the appointee with Michael Sweeney as alternate (Note, meeting time change from 7pm to 4:30 pm); RCEWA remains Parrish, with Alternate seat open; HMRA remains Parrish and Maxwell; Library Board is open; Drainage Committee remains Titus and Mierzwa; Street Priority Committee, Titus is the appointee, with Maxwell as alternate (the rest of the committee consists of the City Manager, Public Works Crew Leader, and the City Engineer). LAFCo: City Manager Jay Parrish explained that all the cities vote on a representative for LAFCo. MOTION: (Mierzwa/Brown) Approve all appointments made tonight and return with openings to the next meeting. All in favor.

In-House hiring: City Manager Jay Parrish explained that we have an employee who has been working with our Chief Plant Operator, and is ready to be promoted to that position; he has a Grade III License, which is necessary for this position. MOTION: (Sweeney/Maxwell) Approving hiring Chief Plant Operator using the closed recruitment procedure. All in favor.

Transportation Development Act Funds Report: MOTION: (Maxwell/Mierzwa) Approve the Transportation Development Act Funds Report. All in favor.

MOTION: (Mierzwa/Sweeney) Approve Resolution No. 2013-02 Establishing City Council Meeting Schedule from February 2013 through January 2014. All in favor

MOTION: (Maxwell/Mierzwa) Approve Resolution No. 2013-03 Annual Events and Parades Street Closures. All in favor.

Airport Name Change: MOTION: (Sweeney/Mierzwa) Approve Mayor Titus signing attached letter to the Humboldt County Board of Supervisors. All in favor.

To the City Manager's Staff Report, Jay Parrish added that the Department of Fish & Game and volunteers pulled blockages out of the creek. Property owners own the creek, not the city. It is not the city's responsibility to remedy slides but want to help citizens by liaisoning with the Department of Fish and Game. The applicant requested Manhard look at it and Manhard and DF&G agreed to use emergency streambed alteration. DF&G condoned cutting a keyway and rocking the slope up at the end of Francis Street. There followed discussion on flooding. If we can prove with cross sections that the creek has filled in one to two feet in some places we may be able to remove silt with permission from DF&G.

The meeting adjourned at 9:25pm. The next regular Council Meeting is scheduled for February 7, 2013 at 7PM.

Respectfully submitted,

Nancy Kaytis-Slocum
City Clerk