

# Public Review Copy

**A G E N D A**  
**RIO DELL CITY COUNCIL**  
**REGULAR MEETING- 6:30 P.M.**  
**TUESDAY, JULY 5, 2011**  
**CITY COUNCIL CHAMBERS**  
**675 WILDWOOD AVENUE, RIO DELL**

*WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

**THE TYPE OF COUNCIL BUSINESS IS IDENTIFIED IMMEDIATELY AFTER EACH TITLE IN BOLD CAPITAL LETTERS**

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL

- 1) 2011/0705.01 - Swearing in and Seating of Newly Appointed Councilmember, Frank Wilson

E. STUDY SESSIONS

F. CONSENT CALENDAR

*The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Council members if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS".*

- 1) 2011/0705.02 - Approve Minutes of the June 21, 2011 Regular Meeting (**ACTION**) 1
- 2) 2011/0705.03 - Approve Minutes of the June 28, 2011 Special Meeting (**ACTION**) 6
- 3) 2011/0705.04 - Approve Disposition of 2002 Crown Victoria Police Vehicle (**ACTION**) 9
- 4) 2011/0705.05 - Approve Amendment to the City Manager's Contract in Regard to Medical Insurance, Section 13 (**ACTION**) 10

G. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) "SPECIAL CALL ITEMS" from Consent Calendar

H. ORDINANCES/SPECIAL RESOLUTIONS

- 1) 2011/0705.06 - Approve Resolution No. 1116-2011 Amending the 2011-2012 Operating Budget for Purchase of a 2006 Ford Crown Victoria Patrol Vehicle  
**(ACTION)**

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I. PUBLIC PRESENTATIONS

*This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 5 minutes.*

J. REPORTS/STAFF COMMUNICATIONS

1. City Manager
2. Finance Director
3. Chief of Police

K. COUNCIL REPORTS/COMMUNICATIONS

L. ADJOURNMENT

***The next Regular meeting will be on July 19, 2011  
at 6:30 PM in the City Council Chambers***

**RIO DELL CITY COUNCIL  
STUDY SESSION  
REGULAR MEETING  
JUNE 21, 2011  
MINUTES**

The Study Session/Regular Meeting of the Rio Dell City Council was called to order at 5:30 P.M. by Mayor Woodall.

**ROLL CALL:** Present: Mayor Woodall, Councilmembers Leonard, Marks and Thompson

Others Present: City Manager Henrickson, Chief of Police Hill (regular meeting only), Finance Director Beauchaine (regular meeting only), Wastewater Superintendent Chicora (regular meeting only) and City Clerk Dunham

Absent: Water Superintendent Jensen

**STUDY SESSION – 5:30 P.M.**

City Council Applicant Interviews

City Manager Henrickson stated the purpose of the study session is to allow the Council members the opportunity to interview applicants for the vacant city council position. He said the two applicants were present and the first to be interviewed was Frank Wilson; followed by Adam Dias.

He explained the Council has 60 days from the day the vacancy occurred (or July 17<sup>th</sup>) to make an appointment therefore the Council could make the appointment tonight or at the July 5<sup>th</sup> regular meeting. If an appointment is not made within the 60 days, he said a special election would have to be held.

Councilmember Marks stated for the record that she had spoken to Mr. Wilson about the vacancy on the Council; Councilmember Thompson stated had known Mr. Wilson for the past 11 years or so and had previously worked with him at Pacific Lumber Co.

The Council began by asking Mr. Wilson a series of questions regarding his background, reasons for wanting to be on the City Council, his vision for Rio Dell, and his involvement in the community.

Mr. Wilson responded by stating that his desire is to be involved in local government and that it seems that folks are really trying to do something positive for Rio Dell and he would like to be a part of it. He said he would like to see new industry to create jobs, and see the empty buildings down town filled with new businesses. He said the recent beautification projects are real positive and he would like to see it continue. His goal would be to identify the state of the City and do what has to be done to make Rio Dell a better place to live.

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At the conclusion of his interview, he left the room and Mr. Dias was called in and asked the same type of questions.

Mr. Dias stated he purchased a home on Wildwood Ave. 3 years ago and was a song writer, musician, and artist and was currently attending College of the Redwoods with a major in English and a minor in Political Science. He said what motivated him to apply for the position was because of his interest to become more involved in the progress of the City. He said he would like to know more about how the City operates and is willing to do as much reading as necessary. He expressed strong interest in the Arts and said the City could benefit from being an artistic community and would like to embrace every opportunity to attract artists to our community as well as other community development opportunities. He said he thinks of himself as an independent thinker, logical thinker and a fiscal conservative.

Councilmember Leonard commented that he was very impressed by his resume along with Mr. Wilson's and choosing between the two candidates was a tough decision.

There being no further questions or comments the Study Session was adjourned at 6:08 P.M.

The regular meeting reconvened at 6:30 P.M.

### **CONSENT CALENDAR**

Mayor Woodall announced the items to be approved on the consent calendar and asked the staff, the public and the Council members if there was anyone who wished to have any item removed from the consent calendar for separate discussion.

Councilmember Marks asked that Items 3 and 5 be removed from the consent calendar for separate discussion under *Special Call Items*.

Motion was made by Leonard/Thompson to approve the consent calendar including approval of minutes of the June 7, 2011 regular meeting; approval of minutes of the June 14, 2011 special meeting; and authorization for the purchase of a pipe patch spot repair system and individual repair patches for an amount not to exceed \$8,000. Motion carried 4-0.

### **SPECIAL CALL ITEMS**

Approve Resolution No. 1115-2011 Authorizing the Update of Signature Cards on al U.S. Bank Accounts

Councilmember Marks asked if it would be more prudent to wait for the appointment of the new council member and add that person as a signer as well; City Manager Henrickson stated the

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proposed signers should be sufficient and that the new council person may want to have some experience on the Council before taking on that responsibility.

Motion was made by Marks/Leonard to approve Resolution No. 1115-2011 *Authorizing the Update of Signature Cards on all U.S. Bank Accounts*. Motion carried 4-0.

Authorize Finance Director to Engage the Audit Services of Mann, Urrutia, Nelson, CPA's for Fiscal Year 2010-2011

Councilmember Marks asked what the cost was for last year's audit; Finance Director Beauchaine stated it was around \$20,000 but was recommending that \$25,000 be allocated this year to cover any unexpected costs. Councilmember Marks also asked if staff anticipated having the auditors do any side projects this year or if current staff could handle them; Finance Director Beauchaine stated it was likely they will be asked to complete the State Controllers Report again although she expected staff to be up to speed and prepared to do subsequent reports.

Motion was made by Marks/Leonard to authorize the Finance Director to engage the services of Mann, Urrutia, and Nelson, CPA's to complete the City's 2010-2011 fiscal year audit. Motion carried 4-0.

Appointment of City Council Member to Fill the Unexpired Term Ending with the November, 2012 General Election

Mayor Woodall stated the two applicants, Adam Dias and Frank Wilson were interviewed at the 5:30 P.M. Study Session and that the Council will now vote to appoint one of the applicants to fill the vacant seat on the City Council.

City Clerk Dunham passed out to each council member, a ballot to vote for the applicant of their choice. The votes were then passed back to the city clerk who counted the votes and announced the results, with two votes being cast for Adam Dias and two votes for Frank Wilson. Because of the tie vote, a revote was taken. The results of the revote also resulted in a tie vote of two to two.

City Clerk Dunham stated in the event of three ties, the Council will need to declare a deadlock and reopen the application process.

City Manager Henrickson said another option will be to table action until the next regular meeting on July 5, 2011 and between now and then schedule a special meeting and bring the candidates back to allow Council and citizens the opportunity to ask additional questions. Council concurred.

Ratify Mayor's Appointment of an Alternate to the Humboldt Waste Management (HWMA) Board

Councilmember Marks explained the reason for the appointment of another alternate to HWMA is because she will be unavailable during the month of July and will not be able to attend the July

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14<sup>th</sup> HWMA meeting. In the event that Councilmember Leonard cannot attend, an alternate needs to be appointed as a voting member to make sure there is a full Board.

Mayor Woodall appointed Councilmember Thompson to serve as alternate on the Humboldt Waste Management Board.

Motion was made by Leonard/Marks to ratify the Mayor's appointment of an alternate to the Humboldt Waste Management Authority (HWMA) Board. Motion carried 3-0; Councilmember Thompson abstained from vote.

**PUBLIC PRESENTATIONS**

None

**REPORTS/STAFF COMMUNICATIONS**

City Manager Henrickson reported he was informed by a representative of Shell that they would be in town during the week of July 11th to discuss transportation issues related to the Bear River Wind Power Project. He said one or two council members may want to participate in that meeting. Councilmembers Leonard and Thompson volunteered to attend.

Finance Director Beauchaine said she had nothing to report at this time.

Chief of Police Hill reported his department participated in Fortuna High School's Safe and Sober event and said it went well.

**COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Marks reported on her attendance at the HWMA meeting and stated no vote was taken due to the lack of a quorum.

Mayor Woodall reported on her attendance at HTA stating applicants were interviewed for the new Director position.

Councilmember Thompson reported on his attendance at RCEA stating they approved their \$1.6 million budget for FY 2011-2012, approved accounting policy guidelines, and applied for a \$200,000 grant for electric vehicles.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 6:47 P.M. to the July 5, 2011 regular meeting.

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Julie Woodall, Mayor

Attest:

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Karen Dunham, City Clerk

CONFIDENTIAL

**RIO DELL CITY COUNCIL  
SPECIAL MEETING  
JUNE 28, 2011  
MINUTES**

A Special Meeting of the Rio Dell City Council was called to order at 5:30 P.M. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Leonard, Marks and Thompson

Others Present: City Manager Henrickson, Finance Director Beauchaine and City Clerk Dunham

**SPECIAL MEETING MATTERS/PUBLIC HEARINGS**

Appointment of City Council Member to Fill Unexpired Term Ending with the November, 2010 General Election

Mayor Woodall announced the special meeting was scheduled to allow the two candidates the opportunity to once again make presentations and answer additional questions the Council may have.

Frank Wilson began by stating that it was his understanding that in the event an appointment to the City Council is not made within 60 days, the City will be required to hold a special election. In light of that situation, he said he did some research on Mr. Dias and feels that he is an upstanding citizen and qualified for the position. He said he would be willing to step down to avoid the cost of an election.

Councilmember Marks stated the purpose of this meeting is to re-interview the candidates and then call for a vote and hopefully have a majority to make the appointment.

City Manager Henrickson suggested the Council simply take note of Mr. Wilson's "willingness to step down."

Adam Dias expressed the same willingness to step down and said he was certain Mr. Wilson was also very qualified for the position.

City Clerk Dunham explained for clarification that in the event of another tie vote this evening, the Council could declare a deadlock and reopen the application although the appointment would still need to be made by July 17<sup>th</sup> or the City Council would have to call for a special election.

Councilmember Thompson stated that both candidates are excellent choices and said the Council routinely is given financial spreadsheets to review and asked the candidates about their



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experience in developing and reviewing budgets. Mr. Wilson stated that he dealt with monthly budgets at the Pacific Lumber Co. and spent most of his time doing analysis type work.

Mr. Dias said in addition to managing his own business, he also managed a TV station and reviewed engineering costs.

Mr. Dias referred to the City's Classification Study and Final Compensation Report and said in reading it he concluded that the goals for the City are good but may not be achievable. He said in his opinion there needs to be some kind of new industry or commercial revenue or the City is doomed to fail. He said the majority of the City's revenue is generated from water and sewer and if the goal is to repair the streets, it's an unrealistic goal.

Mayor Woodall asked what particular part of the report he felt was unrealistic; Mr. Dias said he thought the salaries for the police department were inflated and that a police chief for a city of this size should not have an annual salary of \$117,000 to \$125,000. He said he understands the idea of attracting better applicants but feels many of the salaries are unrealistic. In regard to restructuring of the downtown, he doesn't think it will work without first getting new businesses. He said he thinks it is a great goal to eliminate substandard housing within 5 years although feels it is not achievable.

Councilmember Marks asked the candidates about their ideas on annexation of Scotia. Mr. Wilson said in his opinion it would be the best idea for both communities and said with only 270 homes in Scotia there are not enough residents to sustain a CSD without imposing high taxes. He said the infrastructure improvements will be expensive to maintain and annexing with Rio Dell and sharing those services would be a benefit to both communities.

Mr. Dias agreed that annexation would be good for both Rio Dell and Scotia and Rio Dell would gain a large amount of industrial property and open up countless opportunities. He said if the residents vote against formation of the CSD, he could see the town being sold within 60 days to one of the three known interested parties.

Councilmember Leonard said both candidates show promise and would be an asset to the City Council.

Mayor Woodall questioned the candidates on their thoughts on marijuana dispensaries in the City and the Council's recent decision to ban the establishment of dispensaries. Mr. Dias said he would have voted against allowing dispensaries although the City needs to embrace what already exists in the City. He said he is not against legal marijuana grows in the City but feels they should be properly permitted.

Mr. Wilson said his views are that it may be a good revenue source but the way the laws are set up in regard to 215 cards, anyone can get one and until the State comes up with better laws

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regarding the regulation of medical marijuana he would vote no on dispensaries within the City.

Mayor Woodall then asked the candidates opinions on a Rental Inspection Program. Mr. Wilson said if the program was enforced unilaterally across the board he would agree. He said getting houses cleaned up and junk cars removed is a start but feels radical changes will create confrontation.

Mr. Dias said the idea was good in theory but would cost the City money to enforce. He feared landlords and property managers would simply pass the cost on to the tenants which could result in vacant homes and businesses. He said implementation should be handled very cautiously.

Councilmember Marks stated for the record that she ran into Mr. Dias while on a walk and talked to him about the City; and approached Mr. Wilson about putting his name in the hat for City Council although she did not know him previously. She said Mr. Dias seems to have a lot of fresh ideas and she also is impressed with Mr. Wilson's computer knowledge.

City Manager Henrickson suggested the City Council proceed with the voting process and not let the potential cost of a special election be the deciding factor.

Council members proceeded with voting by written ballot. The ballots were then passed down to the City Clerk who counted the votes and announced the results. Three votes were cast for Frank Wilson and one vote for Adam Dias. With Frank Wilson receiving a majority of votes, the appointment was ratified.

Adam Dias congratulated Mr. Wilson on his appointment to the Council and said he was pleased the vote went the way it did as he was prepared to concede. He said his efforts could be better spent by rallying citizens to get involved by attending City Council meetings. He stated there are problems that have plagued the community for years that still exist such as drugs, deterioration of streets, and the lack of economic development and cautioned the Council to not be led into false hope. He said he has plans to organize a Downtown Street Festival the upcoming year to help with the revitalization of the downtown.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 6:07 P.M. to the July 5, 2011 regular meeting.

\_\_\_\_\_  
Julie Woodall, Mayor

Attest:

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Karen Dunham, City Clerk

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675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



To: Honorable Rio Dell City Council  
From: Graham Hill, Chief of Police *[Signature]*  
Through: Ron Henrickson, City Manager *[Signature]*  
Date: July 5<sup>th</sup>, 2011  
Subject: Disposition of Surplus Property

**Council Action**

City Council declares the Police Department's 2002 Crown Victoria (VIN #2FAFP71WX2X125826) as surplus property, and approves donating the vehicle to the Rio Dell Volunteer Fire Department to be used for training.

**Background**

This vehicle was purchased in 2001 and has been in continuous service. The vehicle has significant mechanical problems associated with the suspension and the brake system. The engine is also showing signs of significant wear. Its present condition is such that it is cost prohibitive to repair the vehicle and make it safe for patrol operations.

Historically we have received somewhere in the neighborhood of \$100.00 to \$200.00 when we auction a surplus Crown Victoria, which barely recovers the costs for advertising the vehicle. I am also concerned that someone who were to win this vehicle in auction may not make the necessary investment to make the vehicle roadworthy. I have had a discussion with the Fire Chief and he is interested in using the vehicle, if made available, for their training purposes, specifically vehicle extrication. The benefit to us would be that we would be relieved of advertising the vehicle, and the obvious benefit of the fire department training on a vehicle type that is used by our department. The police department would also participate in the training and the fire department would dispose of the vehicle

**Budgetary Impact**

There is no budgetary impact

**Recommendation**

Approve action as described

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



TO: Honorable Rio Dell City Council

FROM: Ron Henrickson, City Manager *RNH*

DATE: July 5, 2011

SUBJECT: City Manager Contract Amendment for Health Care

**Council Action:** By motion approve the amendment to the City Manager's Contract regarding medical insurance, Section 13.

**Background:**

Presently the City Manager's Contract provides for medical insurance coverage in much the same way as all other employees. The City pays 100% of the employee cost and 70% of the cost of a spouse and dependents.

**SECTION 13. INSURANCE**

Medical, Dental and Vision Insurance shall be provided for the City Manager as City provides for other management positions. The contribution amount by the City shall be 100% of the premium costs for these benefits for the employee and 70% of the total premium costs for employee's dependents, depending on their age and status as a student as provided in the plan document.

The purpose of the proposed amendment is to save the City money. The proposed amendment would add the following language to the above section.

Employee may elect, in lieu of medical insurance currently provided by the City at an annual cost of \$28,166, to obtain medical insurance coverage for employee and spouse which the City will pay premiums in an amount not to exceed \$8,000 annually. In addition the City will reimburse employee for out of pocket expenses, such as co-pays and deductibles, up to \$5,000 annually.

With approval of the amendment the City will save between \$15,000 and \$20,000 annually.

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



TO: Honorable Rio Dell City Council

FROM: Ron Henrickson, City Manager *RH*

DATE: July 5, 2011

SUBJECT: Authorization for the City Manager to Purchase a Police Vehicle and approval of a budget amendment to pay for the purchase out of Fund Reserves.

ATTACHMENT: Resolution No. 1116-2011

**Council Action:** By motion:

- A. Approve the purchase of a used police vehicle
- B. Authorize the City Manager to execute all necessary documents
- C. Approve Resolution No. 116-2011 - Amending the 2011-2012 budget for the purchase of a 2006 Ford Crown Victoria patrol car, amendment 1.

**Background:**

The City has the opportunity to purchase a good used fully equipped police vehicle from the City of Trinidad. The vehicle is a 2006 Ford Crown Victoria with about 70,000 miles. It is fully equipped to serve as a police vehicle. The Chief has inspected the vehicle.

The purchase price is \$8,815 and includes all the equipment. The only items which need to be addressed are changing the radio frequency and insignia.

This vehicle will replace a 2001 Crown Victoria with 125,000 miles that is in poor condition.

**Financial Impact:**

The vehicle is proposed to be paid for from Fund Reserves.

**Recommendation:**

Both the City Manager and Chief of Police recommend purchase of the vehicle as it is an inexpensive way to maintain our fleet.

RESOLUTION NO. 1116-2011  
A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF RIO DELL  
AMENDING THE 2011-2012 OPERATING BUDGET  
FOR THE PURCHASE OF A 2006 FORD CROWN VICTORIA PATROL CAR  
AMENDMENT 1

**WHEREAS**, The City Council approved Resolution 1113-2011 on June 7, 2011 approving the City of Rio Dell, California, Fiscal Year 2011-2012, City Budget; and

**WHEREAS**, The Rio Dell Police Department has the opportunity to purchase a 2006 fully equipped Crown Victoria Patrol Car from the City of Trinidad; and

**WHEREAS**, The acquisition of this vehicle would replace an aging 2001 Crown Victoria patrol car in poor condition; and

**WHEREAS**, The appropriations within the adopted Police Departments budget for fy 2011-2012 did not include funding for a new patrol car; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council does hereby amend the City of Rio Dell, California Fiscal Year 2011-2012 budget increasing the Police Department General fund expenses in the amount of \$8,815 for the purpose of purchasing a 2006 Crown Victoria patrol car.

**PASSED AND ADOPTED** by the City of Rio Dell on this 5<sup>th</sup> day of July, by the following vote:

AYES:  
NOES:       None  
ABSENT:     None  
ABSTAIN:   None

\_\_\_\_\_  
Julie Woodall, Mayor

ATTEST:

\_\_\_\_\_  
Karen Dunham, City Clerk