

**MEETING MINUTES OF REGULAR MEETING OF THE CITY COUNCIL AND PLANNING COMMISSION  
BOARDS OF THE CITY OF WESTMORLAND FOR April 7, 2021**

The City Council of the City of Westmorland met in regular meeting in City Hall on Wednesday, April 7, 2021 at 6:00 PM. Mayor Ana Beltran called the meeting in order at 6:04 PM and Joel Hamby led the invocation.

Present at time of roll call: Mayor Ana Beltran, City Council Members Xavier Mendez, and Justina Cruz via phone Ray Gutierrez Absent Judith Rivera

Notice council meeting the chamber room is not open to the public but available via zoom in telephone, also present were Chief of Police Perry Monita, Westmorland Fire Department Michael Ginnis, Ramiro Barajas also present City Attorney Mitch Driskill

**Oral Communication:**

Chief Perry Monita – I'd like to introduce our newest police officer for the Westmorland station Francisco Javier Soberanes He was sworn in on Friday and brought in on Saturday, and I've been working with him the last few days. Introductions to the council

Senior Center would like to know when they can re-open? Spanish spoken City Clerk answered in English and the current county guidelines. Also Senior Center reports that many seniors were able to get vaccinated.

Alex Cardenas on the phone wanted to info the city about an upcoming vaccination clinic this Saturday at the Westmorland Youth hall. Put together by Miss Darlene your city clerk and Mayor Pro Tem Xavier Mendez so we want to thank them. This Saturday April 10<sup>th</sup> from 10:30-12:30pm those vaccinations will be available to anyone within the guidelines 50yrs and older will get the vaccine Miss Darlene is working really hard to pre-register for the vaccine so that process can go quicker. Also happy to report we will have 100 vaccines for Westmorland these will be the moderna and the 2<sup>nd</sup> dose will be giving in the city of Westmorland on a Friday for a 2<sup>nd</sup> clinic. This will be a drive-thru clinic with walk up available as well. Michael Ginnis inquired for Pfizer 2<sup>nd</sup> dose for first responders.

Sectary for Little League Darlene Berber stated little league sign-ups will also be doing sign-ups across the street at the park 10am –Noon. Also on Saturday.

**New Business:**

Discussion/Action: Request for approval to have the Dickerson subdivision Tentative Map – Mayor Ana Beltran/Virginia Dickerson via phone every year we do the hopefully this year we can have action on that **Motion to approve by X. Mendez and Second by J. Cruz AIF Motion Passed**

**Proclamation to honor police officer Andrew Lyons** who served the community of Westmorland from 8/2010 - 2012. – Mayor Ana Beltran Proclamation read by Mayor Ana Beltran and Family on phone Mother of Andrew Lyons Thanks the City and speaks of the service of her son.

Discussion/Action: Seeking approval for City Clerk to take CCAC Virtual Workshops May 18,19,20 – Working in a post COVID world, June 7 & 8 - Busting the LAFCo Myths, July 22 & 23 – Doing more with less – Mayor Ana Beltran/City Clerk Darlene Berber 3 workshops varies dates and price  
**Motion to approve by X. Mendez and Second by R. Gutierrez AIF Approved**

Discussion/Action: Temporary assistance pay – Mayor Ana Beltran feels the Darlene has been helping out in the office since the absent of other water clerk. Has been assistant to Alice, Mr. Hamby and many other duties and feels that pay at the rate of previous employee or \$15 an hour for temporary till new hire is employed. Motion to **Approve Darlene to get paid \$15 an hour till new hire by X. Mendez Second by J. Cruz AIF Motion Passed AIF Motion passed**

Discussion/Action: General Assembly Delegate a Representative for SCAG – Mayor Ana Beltran has been the rep. the past few years but is looking to see if anyone of the other council members would like to represent for SCAG. Discussions between council **Motion to reinstate and Nominate Madam Mayor Beltran as the SCAG rep. by X. Mendez Second by J. Cruz AIF motion Passed**

Discussion/Action: Action to approve request to construct a carport in the front yard setback at 315 W. 1st St. - Joel Hamby Mr. and Mrs. Aguilar property owners would like to put a carport with planning commission approve but council if the same body. For an open sided structure. Mayor Pro Tem asked if it's extended to the few more feet as requesting will it interfere with the gas and power line. Council states Dig alert must be called. **Motion to Approve carport in the front yard setback and allow him to locate the post on the side property line with the stipulation that he can never enclose it or have it as a residential use (repeated in Spanish) by X. Mendez Second J. Cruz AIF Motion Passed**

Discussion/Action: Action to award Phase 3 Street Improvement Project to lowest responsible bidder. - Joel Hamby we did have a bid at 544,000 and there was another for 100 thousand more asking council to take action to except the low bid and all papers are in order. 2 of the items 20 and 21 are listed as the price it should of be multiplied it is stipulated in the contract (audio to low to understand) recommendation to approve Rove \$557,726.50 instead of the \$544,626 and the 2<sup>nd</sup> bid was \$650,000 Hazard is a good company. **Motion to award the bid to Rove Engineering Inc. with the adjusted numbers of \$557,726.50 by X. Mendez Second By J. Cruz AIF Approved**

Discussion/Action: Action to approve “as-needed” testing services for Phase 3 Street Project. - Joel Hamby as the city is aware there needed to be testing pre project where concrete work is going to be done. Emails provided from the companies that might do the testing, or BJ engineering will be in contact there is no estimate at this time. Decision for council to approve. **Motion to Approve as needed Landmark by X. Mendez Second by J. Cruz AIF Motion Passed**

Discussion/Action: Action to approve “as-needed” planning services agreement. - Joel Hamby Memo and draft agreement and Loves was asking to have this expanded to them. B schedule not included Loves has change the plans Asking for council to approve a general planning services agreement thru holt group besides himself. Similar to what's been approved for landmark. For loves and any other going forward. Mayor Pro Tem asking where did Loves plan on having this done the empty lot that sits in front. **Motion to approve Mr. Hamby to contact the Holt Group “as needed” by X. Mendez Second By J. Cruz AIF Motion Passed**

Discussion/Action: Action to approve Resolution No.21-06 for the SB1 program. - Joel Hamby SB1 program requires the local agency to adopt a resolution every year to be able to continue to receive the money. What been done for the past two or three years it's just been stated that it is to be received in the measure D account. Rachel had kept track of the amount of money that went in to that account so it should be a simple fact to look into that account for the amount of \$250,000 and all those cost can be now that project is don't can be reimbursed to measure D and is his recommendation new number is \$44,919 its slightly less than the projected amount for last year. **Motion to Approve Resolution 21-06 for the SB1 Program by X. Mendez Second By J. Cruz AIF Motion Passed**

Discussion/Action: Direction regarding Love's request to add RV parking on remainder parcels. - Joel Hamby **Tabled till Further Info**

Discussion/Action: Adoption of Resolution 21-07 declaring the property at 300 S. H Street to be a public nuisance. – Mitch Driskill all resolutions 21-07 -21-10 are all areas we have visited before this address has overgrown brush and is a fire hazard there was a extension given but no work has been done to address this Item #5 on Resolution addresses the issue we are talking about. **Motion to Adopt Resolution 21-07 declaring the property at 300 S. H Street to be a public nuisance by X. Mendez Second J. Cruz AIF Motion Passed**

Discussion/Action: Adoption of Resolution 21-08 declaring the property at 292 W. 2nd Street to be a public nuisance. – Mitch Driskill the city got involved 2-3 years ago there were multiple mobile homes and dumping in alley and some were removed but nothing seems to be resolved. **Motion to Adopt Resolution 21-08 declaring the property at 292 W. 2nd Street to be a public nuisance by J. Cruz Second X. Mendez AIF Motion Passed**

Discussion/Action: Adoption of Resolution 21-09 declaring the property at 299 E. 5th Street to be a public nuisance. – Mitch Driskill also known as 201 N C St. the property every inch is cover junk debris furniture old toys appliances for the past 3 to 4 years Michael Ginnis addressed the health and safety issues for most of the firefighters and the debris and as of Febuary 28<sup>th</sup> they responded to a 2<sup>nd</sup> fire. M. Driskill the long history failing to comply with the city demands and even after that there was a fire. M. Ginnis the 2 structures have been deemed uninhabitable and unsafe to enter by Mr. the building inspector that it was unsafe to enter and posted on both doors. There is a trailer of the alley stated by PD Chief Monita. M. Driskill this has been a problem of long standing. **Motion to Adopt Resolution 21-09 declaring the property at 299 E. 5th Street to be a public nuisance by J. Cruz Second by X. Mendez AIF Motion Passed**

Discussion/Action: Adoption of Resolution 21-10 declaring the property at West Corner of W. 7th Street and North F Street to be a public nuisance. – Mitch Driskill has brush and debri and a tree fell over and died public and fire hazard. **Motion to Adopt of Resolution 21-10 declaring the property at West Corner of W. 7th Street and North F Street to be a public nuisance by X. Mendez Second by J. Cruz AIF Motion Passed**

#### **Staff Reports Non-Action Items:**

Treasurer – Teri Nava (Not Present)

City Clerk- Darlene Berber Pleased to report all 700 forms have been submitted to the FPPC is any one has a problem please bring it to city clerks attention because she has done due diligence to

locate and submit documents to the proper agencies. Also a reminder of pre-registration for covid vaccine this Saturday at the Westmorland Youth Hall

### **Council, Staff & Consultants – Discussion/Action**

Discussion/Action: Update on Westmorland Gym – Mayor Pro Tem Xavier Mendez/Andrea Torres County has agreed to let us open up with the CDC guidelines for our tier so asking for permission to open back up. **Motion to Approve X. Mendez Second by J. Cruz AIF Motion Passed**

Discussion/Action: Re-opening of the swimming pool – Mayor Pro Tem Xavier Mendez permission to open up with the county guidelines and in the process of hiring lifeguards. **Motion to reopen the Westmorland swimming pool by J. Cruz Second by X. Mendez AIF Motion Passed**

### **Return to Old Business**

#### **Old Business – Discussion/Action:**

1. Discussion/Direction: Regarding quarterly report for the water plant Compliance Order – Joel Hamby David Rosales needs something's to be addressed prop to the 19/20 audit. Asking council to review and make a decision on direction. Out of capital budget the engineering cost can be taken care. Madam Mayor stated Darlene has been reaching out to auditors to see who can take care of that. Mr. Hamby stated Good and as David pointed out there are things that need to be done prior too. **Direction to staff to find auditor**

### **Return to Council, Staff & Consultants – Discussion/Action**

#### **Council, Staff & Consultants – Discussion/Action**

3. Discussion/Action: Surplus of 4 fire vehicles – Micheal Ginnis We believe this has been brought to the attention prior to but we want to make sure it's brought and make sure we have records we have 4 vehicles that are going to be surplus due to old age or no longer serviceable we'll start with the two that actually belong to us. The council has list 6131 last five of vin 59314 that one has engine malfunctions and smokes more than it should be it is diesel doesn't meet the standard for air pollution. Apparatus 6132 brush truck was donated by the county it hasn't worked since we gained ownership of it. Also 2 listed as apparatus Salton Sea beach one from Salton Sea beach 91 F350 Ford utility truck engine blown it not titled to us cleared recently to do as needed with them now. 2<sup>nd</sup> one 1979 ARF Ford the pump is completely ceased on it the one thing working is the engine and your talking 20K just to replace the pump and it's too old of a truck to be in compliance of 15years or newer. I approved asking to donate to Mexico. **Motion to declare all 4 vehicles a surplus by X. Mendez Second by J. Cruz AIF Motion Passed**

#### **Consent Agenda:**

Approval of City Warrants and Minutes for (March 3, 2021-Tabled) and March 17, 2021. **Motion to Approve City Warrants and March 17<sup>th</sup> minutes by J. Cruz Second by X. Mendez AIF Motion Passed**

**Closed Session:**

Discussion/Review First draft of Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation and possible management position (Gov't. Code §54957(b)(1).)- Council

**City Council adjourned into Closed Session at 7:25pm adjourned back into regular meeting at 7:58pm City Clerk to advertise for the new business analyst/ Front office Supervisor. AIF**

Motion to adjourn this meeting at 7:59pm by Motion by X. Mendez, Second by J. Cruz AIF - Next regular meeting in April and will be held on Wednesday 21st, 2021.

/s/ Darlene Berber

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Darlene Berber, City Clerk

/s/ Ana Beltran

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Ana Beltran, Mayor

Submitted for Approval 4/21/2021

Approved 4/21/2021