

**DORRIS CITY COUNCIL MINUETS  
REGULAR MEETING AT YOUTH BUILDING  
MONDAY January 6th, 2025 AT 4:30pm**

Call to order: Robert Baldwin

Flag Salute: Rob Baldwin

Roll Call: Rob Baldwin, Donald Clontz, Stan Beck

Absent: Abner Weed, Barry Barkman

Business of the Audience: None

1. **Approval of Agenda:** Mr. Beck made a motion to approve the agenda with the amendments to remove items 4, 5 and 9b. Mr. Clontz seconded, motion passed unanimously.
2. **Siskiyou County Sheriff's Report:** Deputy Moore was present gave presentation on recent events. Nothing else to report.
3. **Report from Fire Dept.:** Fire Chief Warren Smith was present, gave presentation on the upcoming training and fire classes he has scheduled. He also requests a new computer for the station. City Administrator mentioned we may have one the fire department can use. No action.
4. **Approve Notice of Completion for the Water Distribution System Improvement Project:** After some discussion member Donald Clontz motioned to approve the notice of completion for the water Distribution system improvement project, with the contingency we hold the retention until the work on W3rd Street is been repaired. Mr. Beck seconded motion passed unanimously.
5. **Closed Session-Employee appointment, evaluation, dismissal pursuant to (Gov. Code 54957)**  
Administrator: Closed Session Open: 4:45Pm. Closed/ Reopen To public: 5:00 pm nothing to report.
6. **Approve letter of Resignation for City Administrator:** Mr. Baldwin made a motion to approve letter of resignation for city administrator. Mr. Beck Seconded. Motion passed unanimously.
7. **Admin & Staff- Council Reports Financials**
  - a. **Update 121 N Oregon:** Joanna Wynant, City Administrator Gave update on 121 N Oregon. The Attorney has reached out stating a lean can be put on the house for the portion of the water bill the landlord is responsible for. Mr. Clontz made a motion to start the process of putting a lean on the property in the amount of 1,969.32. Mr. Baldwin Seconded. Motion passed unanimously.
  - b. **Requirements for Administrator:** Joanna City Administrator gave a brief description on the position. No action.
    - c. **Set up Committee for Administrator replacement:** The council picked 1 Council member, 1 Member of the public, 1 Sheriff, Current city admin and a member of the BV Chamber.
8. **Future Agenda:** Fiscal committee, Mayor & Mayor Pro-tem, Requirements for admin, Fire computer.

Consent Agenda – Mr. Baldwin made a motion to combine and approve items A&B of the consent agenda. Mr. Clontz Seconded. Motion passed unanimously.

- a. **Approval of Payment of Bills**
- b. **Approval of Minutes of the December 16th, 2024,**

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**Robert Baldwin, Mayor Pro-tem**

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**Jocelyn Ibarra, City Clerk**