

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Final

Tuesday, August 6, 2024

3:00 PM

Town Hall Council Chambers

Town Council

Mayor Margie Mohler
Vice Mayor Hillery Bolt Trippe
Council Member Eric Knight
Council Member Robin McKee-Cant
Council Member Pam Reeves

1. CALL TO ORDER; CONVENE REGULAR MEETING - 3:00 P.M.

2. ROLL CALL

Present: 5 Mayor Margie Mohler, Council Member Eric Knight, Vice Mayor Hillery Trippe, Council Member Robin McKee-Cant, Council Member Pam Reeves

Absent: None

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was held.

4. ADOPTION OF AGENDA

A motion was made by Council Member Knight, seconded by Council Member McKee-Cant to Adopt the Agenda. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

5. COUNCIL MEMBER ANNOUNCEMENTS

None.

6. PROCLAMATIONS AND RECOGNITIONS

None.

7. NON-AGENDA PUBLIC COMMENT

None.

8. CONSENT CALENDAR

A. Approve minutes of the regular meeting and special meeting held July 16, 2024.

B. Appoint two (2) individuals to serve on the Zoning & Design Review Board with the terms of office to commence immediately and to expire on July 19, 2027.

C. Continue the Emergency Declaration for the Town of Yountville Recycled Water Transmission Main Repair pursuant to Yountville Municipal Code 3.32.390

D. Receive and File Preliminary June 2024 Monthly Financial Report

E. Receive and File Preliminary June 2024 Quarterly Investment Report

F. Adopt Resolution Number 24-4297 awarding a Professional Services Agreement with Websoft Developers for assistance with Capital Improvement Project WA-0027 Completion and Submission of Lead and Copper Rule Revisions Inventory, for \$165,000, and authorizing the Town Manager to execute the contract, change orders and amendments up to the CIP budgeted amount.

Public Works Director Ferons provided background and additional information on the item.

- G.** Adopt Resolution Number 24-4298 authorizing the procurement of a replacement bucket truck via the Town's Sole Source Purchasing Ordinance in the amount of \$116,800 with Capital Fund 82 identified in the current Capital Improvement Plan and authorizing the Town Manager to execute the contract up to that amount.

A motion was made by Council Member Knight, seconded by Council Member McKee-Cant to Approve Consent Items A-G. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

- H.** Consider adoption of Resolution Number 24-4299 approving job description and salary range for Community Development Director.
Consider adoption of Resolution Number 24-4300 ratifying the Town Manager's appointment of Ken MacNab as Community Development Director.

A motion was made by Council Member McKee-Cant, seconded by Council Member Reeves to Approve Consent Item H. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

Town Manager Raulston introduced the staff report and resolution. He then introduced Ken MacNab, who will be returning on an interim basis.

9. GUEST PRESENTATIONS

- A.** Sheriff's Office Quarterly Report

Sergeant James Baumgartner provided the report.

- B.** Napa County CalFire Quarterly Report

Battalion Chief J.C. Greenberg provided the update and introduced newly appointed Chief Matt Ryan.

10. PUBLIC HEARINGS

- A.** Consideration of Introduction and Waiving First Reading of Ordinance 24-530 amending Sections 8.28.020 and 8.28.060 of Chapter 8.28 of Title 8 of the Yountville Municipal Code Regarding Smoking in Public Places and finding amendments exempt from the California Environmental Quality Act (CEQA).

Planning and Building Director Borba presented the staff report and introduced the proposed ordinance.

Jessica Chapin from Napa County Public Health was available to answer any questions.

Town Attorney Bell provided clarification about the proposed ordinance language and enforcement.

Public comment: Kelly Bond

A motion was made by Council Member Reeves, seconded by Council Member Knight to Introduce and Waive the First Reading of the Ordinance. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

11. ADMINISTRATIVE / REGULAR ITEMS

- A.** Consider and Discuss Approving the Proposed Town Council Meeting Calendar for Calendar Year 2025, and Approving Closing Town Offices for Winter Break Holiday in 2024.

Communications Director /Town Clerk Hilary Gaede presented the staff report.

A motion was made by Mayor Mohler, seconded by Council Member McKee-Cant to approve the meeting calendar and staff winter holiday break for 2025. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

12. STAFF PRESENTATIONS AND INFORMATIONAL REPORTS

Town Manager Raulston acknowledged and thanked retiring Planning and Building Director Irene Borba.

13. COUNCIL EXTERNAL MEETING REPORTS

Council Member Reeves provided an update on the Napa County Climate Action Committee. She noted the committee discussed greenhouse gas reports and there is now a website for the Regional Climate Action and Adaptation Plan (RCAAP): [Napa County | Regional Climate Action and Adaptation Plan \(RCAAP\) \(konveio.com\)](https://www.konveio.com). Community members can visit the website, leave comments, and learn more about ways to engage in the process.

Mayor Mohler reported she attended several meetings: City Selection Committee, Napa County Flood Control and Water Conservation, NVTa, and LAFCO.

14. ADJOURNMENT

A motion was made by Mayor Mohler, seconded by Council Member Reeves to Adjourn the meeting. The motion carried by the following vote:

AYES: 5; Mayor Mohler, Council Member Knight, Vice Mayor Trippe, Council Member McKee-Cant, Council Member Reeves

NOES: 0

ABSTAIN: 0

Adjourn to the Town Council Regular Meeting September 17, 2024, at 3:00 p.m. being held in the Town Hall Council Chambers located at 6550 Yount Street.

/s/ Hilary Gaede, Communications Director/ Town Clerk

Date Approved: September 17, 2024