

TOWN OF YOUNTVILLE  
MINUTES OF REGULAR COUNCIL MEETING  
November 18, 2008

---

---

**1. CALL TO ORDER – 5:15 P.M.**

Mayor Saucerman called the meeting to order at 5:15 p.m.

---

---

**2. CLOSED SESSION - 5:45 P.M.**

- A. Conference with Legal Counsel - Potential Litigation – Pursuant to Subdivision 54956.9 (One Case)
- 
- 

**3. CONVENE REGULAR COUNCIL MEETING – 6:00 P.M.**

Mayor Saucerman convened the regular Council meeting at 6:02 p.m.

---

---

**4. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was held.

---

---

**5. ROLL CALL**

**Mayor and Town Councilmembers Present:**

Mayor Cynthia L. Saucerman, Vice Mayor John F. Dunbar and Councilmembers William “Bill” Dutton, Steven C. Rosa and Lewis G. Chilton

**Town Staff Present:**

Steve Rogers, Town Manager; Selena Medlen, Assistant Town Attorney; Bob Tiernan, Planning/Building Director; Michelle Dahme, Town Clerk and Kenneth Leary, Community Services Director

---

---

**6. CLOSED SESSION REPORT**

Selena Medlen, Assistant Town Attorney, stated there is no report.

---

---

**7. ADOPTION OF THE AGENDA**

**ACTION: A Motion by Councilmember Rosa; Seconded by Councilmember Dutton to adopt the Agenda was unanimously approved.**

**Ayes: Rosa, Dutton, Chilton, Dunbar and Saucerman**

**Noes: None**

**Absent: None**

**Abstain: None**

---

---

**8. Public Comment on Matters Not Listed on the Agenda  
(Five-minute limitation per speaker)**

None

---

**9. APPROVAL OF CONSENT CALENDAR**

Councilmember Dutton requested Item 9 C Exhibit A, page 2 be corrected to reflect the annual compensation for the Town Manager to read \$145,250 (rather than \$145,520).

Councilmember Dutton commented on Item 9 D Jefferson Street Sewer Main Replacement recognizing the budget for the item was \$270,000 and the Town received 24 bids which is likely the most bids the Town has received for a project. The contract is being awarded in the amount \$214,995 which is less than the budgeted amount resulting in cost savings.

**ACTION: A Motion by Councilmember Dutton; Seconded by Councilmember Rosa to approve Consent Calendar was unanimously approved, as amended above.**

**Ayes: Dutton, Rosa, Chilton, Dunbar and Saucerman**

**Noes: None**

**Absent: None**

**Abstain: None**

**A. *Approval of Warrants***

- Accounts payable check numbers \$683,995.24
- Total payroll and benefits \$114,222.97
- Total payments for period \$798,218.21

Recommendation: Received and Filed.

**B. *Monthly Financial Report* – October 2008**

Recommendation: Received and Filed.

**C. *Adopt Resolution Number 2728-08* Approving Modifications to Employment Agreement and a Salary Adjustment for the Town Manager retroactive to October 8, 2008.**

Recommendation: Adopted Resolution, as amended.

**D. *Adopt Resolution Number 2729-08* Awarding Bid and Approving Construction Contract with Gentry General Engineering for the Jefferson Street Sewer Main Replacement Project (WW-01) in the amount of \$214,995.00.**

Recommendation: Adopted Resolution.

**E. *Approval of Minutes* – August 5, September 2, and November 4, 2008.**

Recommendation: Approved.

---

**10. PRESENTATIONS**

**A. Mayor and Council Recognition of Service to Napa County Sheriff, Sergeant Pete Berg.**

Mayor Saucerman, on behalf of the Town Council, presented plaque to Sergeant Pete Berg, Sergeant, Napa County Sheriff, in recognition of his years of service to the Town and congratulated him on his promotion to lieutenant.

Sergeant Berg thanked the Council and introduced Sergeant Keith Behlmer, Napa County Sheriff as his replacement.

Doug Koford, Napa County Sheriff, acknowledged Peter Berg for his service to the Town.

- B. Karla Reyff, Yountville Representative to the Napa-City County Library Commission to present Annual Report.

Karla Reyff presented Annual Report and provided comments from the librarian for Council to consider expanding library hours to Wednesday from 1:00 p.m. to 7:00 p.m. to accommodate kids getting out of school at 1:00 p.m. and to try evening hours from 7:00 p.m. to 8:00 p.m. for people who work.

---

**11. HERITAGE TREE REMOVAL REQUEST – YOUNTVILLE INN EXPANSION PROJECT – 6409-6449 WASHINGTON STREET**

*Consider Adoption of Resolution Number 2730-08* Approving a request for removal of a Heritage Tree located at the Yountville Inn Expansion 6409-6448 Washington Street.

Recommendation: Continued to December 2, 2008.

*Councilmember Dutton recused himself due to a Conflict of Interest resulting from his residence being located within 500' of the project and left Council Chambers.*

*Councilmember Rosa recused himself due to a Conflict of Interest resulting from his residence being located within 500' of the project and left Council Chambers.*

Bob Tiernan, Planning Director, presented staff report.

Mark Hyatt, Cut-Rite Tree Service, Certified Arborist and Applicant Representative, provided comments on the status of the tree.

*Public Comment - None*

Mayor Saucerman acknowledged this is a difficult issue and commented on the following:

- Clearly this a case that a beautiful valley oak has not been cared for over the years and has met with unfortunate incidents that have contributed to its decline.
- Presents an unsafe condition which could result in property damage or injury to someone.
- Acknowledged that four new oak trees will be planted to replace the subject tree.

Councilmember Chilton commented on the following:

- It seems clear tree that the tree needs to be taken down.
- Requested clarification and wants to understand whether or not previous agreements and conditions that the Applicant agreed to with this specific tree were actually undertaken.
- If Applicant agreed to take certain actions based on agreement and then did not, there should be some repercussions.

Vice Mayor Dunbar commented on the following:

- It is clear the tree was completely not maintained or poorly maintained along with a combination of natural and unnatural impacts to the tree.
- Wanted arborist report to help clarify whether or not this is a 2 or 3-year-old problem or a 10 or 15-year-old problem.
- If problems were occurring prior to the Development Agreement and Conditions of Maintenance, that is a different issue. If prior to Development Agreement, and continues to decline then does not feel like there is as much responsibility.
- Stuck on the replanting of four trees and if he votes to remove tree would want as an amendment to the Development Agreement that we have confirmation that those sites are found and trees are actually planted.
- Agrees this tree appears by all indications to not be recoverable.
- Can support removal of the tree with added guarantee that the ratio of replanting can be validated and is fine to leave up to staff and arborist to determine appropriate locations.
- Very important to maintain safety on the site whether it is public or private and need to act before there is a problem.

Councilmember Chilton commented he somewhat shares concerns of Vice Mayor in regard to replanting locations; however he believes a location on the site could be found. Councilmember Chilton further commented he will not vote to support removal of the tree until questions are answered regarding whether or not the basic steps previously agreed to were taken. If basic steps were not taken, the repercussion should be greater than planting four new trees.

**ACTION: Following Discussion, a Motion by Vice Mayor Dunbar; Seconded by Councilmember Chilton to continue this item to December 2, 2008 for further staff review on the two outstanding issues referenced above was unanimously approved.**

**Ayes: Dunbar, Chilton and Saucerman**

**Noes: None**

**Absent: None**

**Abstain: None**

---

**12. PARKS AND COMMUNITY SERVICES COMMISSION**

*Consider Adoption of Resolution Number 2731-08* Rescinding Resolution Number 377 which created the Community Hall Commission and establish a new Parks and Community Services Commission.

Recommendation: Adopted Resolution, as amended.

*Councilmembers Dutton and Rosa returned to the Council Chambers.*

Steve Rogers, Town Manager, introduced and provided overview.

Kenneth Leary, Community Services Director, presented staff report.

Town Manager provided clarification that the High School Student representative must be a resident of the Town of Yountville.

*Public Comment*

Judith Caldwell commented she supports the establishment of the Parks and Community Services Commission consisting of a minimum of seven members serving a two-year term.

Karissa Authier spoke in favor of the Parks and Community Services Commission, establishing two-year terms and said she would be interested in serving.

Jennifer Spalding commented she would be honored to serve on Parks and Community Services Commission.

Jennifer Jordon, Owner of Sisters Boutique in V-Marketplace, commented she supports the Parks and Community Services Commission and would be honored to serve.

**ACTION: A Motion by Vice Mayor Dunbar; Seconded by Councilmember Dutton to Rescind Resolution Number No. 377 establishing Community Hall Commission and Adopting Resolution Number 2731-08, establishing the Parks and Community Services Commission, as amended to consist of seven members serving staggered, two-year terms of office and one high school non-voting member, and to include Community Hall Commission Members (Bud Dulinsky, Susan Cole and Virginia Crowe) and to authorize the Town Clerk to advertise for the remaining positions was unanimously approved.**

**Ayes: Dunbar, Dutton, Rosa, Chilton and Saucerman**

**Noes: None**

**Absent: None**

**Abstain:None**

---

---

**13. TOWN COUNCIL GOALS AND OBJECTIVES FOR FISCAL YEAR 2008-2010  
(6-MONTH PROGRESS REPORT)**

Steve Rogers, Town Manager, presented 6-month progress report.

---

---

**14. CONSIDER APPOINTMENTS TO THE TRANSPORTATION ADVISORY COMMITTEE TO FILL TWO (2) POSITIONS FOR UNEXPIRED TERMS OF OFFICE DUE TO EXPIRE OCTOBER 16, 2009.**

Michelle Dahme, Town Clerk, presented staff report.

**ACTION: A Motion by Vice Mayor Dunbar; Seconded by Councilmember Chilton to appoint Peter A. Mader to the Transportation Advisory Committee with the term of office to expire October 16, 2009 was unanimously approved.**

**Ayes: Dunbar, Chilton, Dutton, Rosa and Saucerman**  
**Noes: None**  
**Absent: None**  
**Abstain: None**

**ACTION: A Motion by Councilmember Dutton; Seconded by Councilmember Chilton to appoint John Paul McCann to the Transportation Advisory Committee with the term of office to expire October 16, 2009 was approved.**

**Ayes: Dutton, Chilton, Rosa and Saucerman**  
**Noes: Dunbar**  
**Absent: None**  
**Abstain: None**

---

---

**15. CONSIDER REPLACEMENT APPOINTMENTS TO FILL TWO POSITIONS CURRENTLY HELD BY COUNCILMEMBER STEVEN C. ROSA**

- A. Community Center/Library Project Ad Hoc Subcommittee
- B. Napa County Mosquito Abatement District

**ACTION: A Motion by Councilmember Chilton; Seconded by Councilmember Dutton to reaffirm Steven C. Rosa's appointment to the Napa County Mosquito Abatement District was unanimously approved.**

**Ayes: Chilton, Dutton, Rosa, Dunbar and Saucerman**  
**Noes: None**  
**Absent: None**  
**Abstain: None**

**ACTION: A Motion by Councilmember Dutton; Seconded by Mayor Saucerman to appoint Councilmember Lewis Chilton to the Community Center/Library Project Ad Hoc Subcommittee was unanimously approved.**

**Ayes: Chilton, Dutton, Rosa, Dunbar and Saucerman**  
**Noes: None**  
**Absent: None**  
**Abstain: None**

---

**16. STAFF INFORMATIONAL REPORTS**

A. Community Services Program Update

Kenneth Leary, Community Services Department Director, presented staff report.

Steve Rogers, Town Manager, advised of Operational Changes for the Yountville Shuttle and stated effective Friday, November 28, 2008 the Shuttle will begin operating on a split shift Wednesday through Saturday 10:00 a.m. to 2:00 p.m. and then 4:00 p.m. to 7:00 p.m.

---

**17. COUNCIL REPORTS AND COMMENTS**

Report of Council Member Meeting Attendance:

**Agendas and Minutes related to Council Member Meeting Attendance are maintained separately by the various meeting bodies.**

A. Napa County Flood Control & Water Conservation District  
(Saucerman/Dunbar)

Mayor Saucerman reported on District meeting.

B. Napa County Mosquito Abatement District (Rosa)

C. Upper Valley Waste Management Authority (Dutton)

Meeting cancelled

D. Other Reports and Comments

Vice Mayor Dunbar commented on the following:

- Commended the Town Manager and Public Works staff in their response to landscape concerns in Yountville Square.
- League of California Cities communication reported the City of San Diego is developing an ordinance requiring Commercial Buildings to have defibrillators and wants to know what we have available in our primary public spaces.

Councilmember Chilton commented on the following:

- Received notification from Napa County Election Division that they have certified the results of the election and congratulated Marjorie Mohler who was elected to the Town Council and extended his thanks to the citizens of Yountville who voted for him for a full term. Councilmember Chilton also thanked Jay Caldwell and Chris Pommerening who both ran good campaigns and hopes to see their continued involvement in Town.
- Request the Council consider when recruitment for Town Boards and Commissions that if we do not get more applicants then there are seats that staff automatically repost the vacancy.

Councilmember Rosa thanked everyone including Town Council and staff for their support during his tenure on the Council.

Mayor Saucerman reminded everyone about the Yountville Community Thanksgiving Dinner at Community Hall and the Festival of Lights.

Recommendation: Received and Filed.

---

---

**18. FUTURE AGENDA ITEMS**

- A. Potential Canvass of Election Results for November 4, 2008 Election
- B. Sorrento Preliminary Master Development Plan
- C. Community Center Library Project Status Report

---

---

**19. ADJOURNMENT**

Adjourned to the Regular Town Council Meeting, Tuesday, December 2, 2008 in memory of Phyllis Rosa former Town Employee, friend and wife of Councilmember Steven C. Rosa.

ATTEST:

/s/ Michelle Dahme, Town Clerk

Approved by Town Council:

December 2, 2008