

# MINUTES

**REGULAR MEETING OF THE CITY COUNCIL  
NEEDLES PUBLIC UTILITY AUTHORITY  
HOUSING AUTHORITY CITY OF NEEDLES  
CITY OF NEEDLES, CALIFORNIA  
CITY COUNCIL CHAMBERS  
1111 BAILEY AVENUE, NEEDLES**

---

**THE 5:00 P.M. PORTION OF THE CITY COUNCIL MEETING WAS RECESSED BY THE  
CITY CLERK TO 5:30 P.M.**

**TUESDAY, APRIL 9, 2024  
COUNCIL EXECUTIVE SESSION – 5:30 PM  
CITY COUNCIL MEETING – 6:00 PM**

CALL TO ORDER - Mayor Jernigan called the meeting to order at 5:30 pm

ROLL CALL

PRESENT

Council Member Ellen Campbell - arrived and joined executive session at 5:38 pm

Council Member Jamie McCorkle

Council Member Henry Longbrake

Mayor Janet Jernigan

Council Member JoAnne Pogue

Vice Mayor Kirsten Merritt

Council Member Tona Belt - arrived and joined executive session at 5:33 pm

Also present City Manager Patrick Martinez, City Attorney John Pinkney via conference call, City Clerk Dale Jones, and Assistant City Clerk Candace Clark

**PUBLIC COMMENTS PERTAINING TO THE EXECUTIVE SESSION ITEMS - None  
RECESS TO EXECUTIVE SESSION at 5:32 p.m.**

## **EXECUTIVE SESSION**

- a. Conference with Real Property Negotiators Pursuant to California Government Code §54956.8 Real Property: 3.18-acre vacant parcel described as generally located on the Southeast Corner of E. South Lake Drive and S. Riverfront Pkwy, Mohave Valley, AZ, APN 216-14-007. Agency Negotiator: City Manager Patrick Martinez or his designee. Negotiating Parties: City of Needles as potential seller and Robert Raskin as potential buyer. Under Negotiation: Price and Terms of Payment
- b. Conference with Legal Counsel Regarding Existing Litigation Pursuant to Government Code Section 54956.9(d)(1): City of Needles v. Minasian, et. al., SB County Case Number CIVSB2328931

**EXECUTIVE SESSION REPORT** - City Attorney Pinkney announced there was no reportable action taken.

CALL TO ORDER at 6:00 p.m by Mayor Jernigan

ROLL CALL

Council Member Ellen Campbell

Council Member Jamie McCorkle

Council Member Henry Longbrake

Mayor Janet Jernigan

Council Member JoAnne Pogue

Vice Mayor Kirsten Merritt

Council Member Tona Belt

PLEDGE OF ALLEGIANCE led by Mayor Jernigan  
INVOCATION given by Councilmember Campbell  
APPROVAL OF AGENDA

A motion was made by Councilmember Campbell, second by Vice Mayor Merritt to approve the agenda.  
Motion carried by the following roll call vote.

Ayes: Council Members Campbell, McCorkle, Vice Mayor Merritt, Council Members Pogue, Belt, and Longbrake  
Noes: None  
Absent: None

CONFLICT OF INTEREST - None

CORRESPONDENCE – None

INTRODUCTIONS – Mayor Jernigan announced former Councilmember Larry Ford, Captain Ross Tarangle and Vice Mayor Merritt's inlaws were in the audience.

CITY ATTORNEY – Parliamentary Procedures reviewed by City Attorney

**PUBLIC APPEARANCE -**

**PRESENTATION**

1. Mayor Jernigan will present a Proclamation declaring April 2024 Childhood Abuse Prevention Month in the City of Needles, Kevin Anderson attended via Teams

**RECESS THE CITY COUNCIL MEETING & CONVENE A JOINT COUNCIL / NPUA / HACN MEETING at 6:08 pm**

**PUBLIC HEARING**

2. Public hearing to approve Housing Authority of the City of Needles Resolution 2024-6-HACN Removing and Replacing the Admissions and Continued Occupancy Plan (ACOP), the Administrative Plan for Housing Choice Voucher (HCV) Program, and the 2024-2025 Annual Plan  
City Manager Martinez and Angelica Deermer HACN Housing Manager reported.  
Mayor to open the public hearing at 6:17 pm  
Public Comment - None  
Mayor to close the public hearing at 6:17 pm

A motion was made by Member Campbell, second by Member McCorkle to approve Housing Authority of the City of Needles Resolution 2024-6-HACN Removing and Replacing the Admissions and Continued Occupancy Plan (ACOP), the Administrative Plan for Housing Choice Voucher (HCV) Program, and the 2024-2025 Annual Plan. Motion carried by the following roll call vote.

Ayes: Members Campbell, McCorkle, Vice Mayor Merritt, Mayor Jernigan, Members Pogue, Belt, and Longbrake  
Noes: None  
Absent: None

**PUBLIC COMMENTS PERTAINING TO THE NPUA/COUNCIL ITEM - None**  
**NPUA / COUNCIL**

3. Award Unisol Solar and Energy to complete the Solar Feasibility Study not to exceed \$37,513  
City Manager Martinez reported.

A motion was made by Councilmember Campbell, second by Councilmember Pogue to award Unisol Solar and Energy to complete the Solar Feasibility Study not to exceed \$37,513. Motion carried by the following roll call vote.

Ayes: Council Members Campbell, McCorkle, Vice Mayor Merritt, Council Members Pogue, Belt, and Longbrake  
Noes: None  
Absent: None

## **PUBLIC COMMENTS PERTAINING TO THE HACN/COUNCIL ITEM - None**

### **HACN / COUNCIL REGULAR ITEMS**

4. Accept and file the Housing Authority of the City of Needles fiscal year ended June 30, 2023, audit report completed by Smith Marion.

City Manager Martinez reported.

A motion was made by Vice Mayor Merritt, second by Member Longbrake to accept and file the Housing Authority of the City of Needles fiscal year ended June 30, 2023, audit report completed by Smith Marion. Motion carried by the following roll call vote.

Ayes: Members Campbell, McCorkle, Vice Mayor Merritt, Mayor Jernigan, Members Pogue, Belt, and Longbrake

Noes: None

Absent: None

### **ADJOURN THE JOINT COUNCIL / NPUA / HACN MEETING AND RECONVENE THE CITY COUNCIL MEETING at 6:26 pm**

### **PUBLIC COMMENTS PERTAINING TO THE COUNCIL ITEMS - None COUNCIL CONSENT CALENDAR**

Councilmember Pogues pulled item 12 for further discussion City Manager Martinez responded that there is a cap of vacation time an individual may accrue.

A motion was made by Councilmember Campbell, second by Councilmember McCorkle to approve the Consent Calendar items 5-13. Motion carried by the following roll call vote.

Ayes: Council Members Campbell, McCorkle, Vice Mayor Merritt, Council Members Pogue, Belt, and Longbrake

Noes: None

Absent:None

5. Approved the Warrants Register through April 9, 2024
6. Approved the Minutes of March 26, 2024
7. Authorized the purchase of a 2024 Transit Cargo Van not to exceed \$60,701 to be funded by the Regents of the University of California grant for the City of Needles Animal Shelter Award
8. Authorized a two-year (2) no-cost increase contract extension to California Consulting for grant writing services
9. Authorized Route 66 Broadband to Donate Internet Services to the Needles Ed Parry Field
10. Accepted the work completed by Western Construction Specialists, Inc. for the Jack Smith Park Walking/Biking Trail Improvements Project and authorized a NOTICE OF COMPLETION to record with the San Bernardino County Recorder's Office
11. Accepted Change Order No. 4 (Final) in the amount of \$23,123.87 and accept the work completed by Cora Constructors, Inc. for the Lily Hill Water Booster Station Project & authorized a NOTICE OF COMPLETION to record with the San Bernardino County Recorder's Office
12. Authorized an increase of \$21,000 to the City Manager department salaries budget and an increase of \$11,000 to the Finance Department salaries budget from General Fund Reserves
13. Public Hearing noticed to consider all evidence and testimony for or against Abandonment of a City of Needles, street right-of-way consisting of a portion of O Street, that section South of Market Street and terminating at the base of the I-40 interstate **has been continued to May 14, 2024.**

### **END OF COUNCIL CONSENT CALENDAR**

**CITY ATTORNEY REPORT** – City Attorney Pinkney reported

**CITY CLERK REPORT** – City Clerk Jones reported

**CITY MANAGER REPORT** – City Manager Martinez reported from the report included in the agenda packet

**COUNCIL REQUESTS**

Councilmember Campbell commented how wonderful the rodeo was; she reviewed a few comments that were posted on Facebook such as sidewalks on H and L and B, Cibola and Desnok need repair, a fireworks show and a live band in the park.

Councilmember McCorkle - none

Vice Mayor Merritt – recently there have been some really great events such as the rodeo, easter egg hunt, there was also a visitor center meeting.

Council Member Pogue – inquired about income based utility billing and asked about a city contest once a year to award the residence with the prettiest yard.

Councilmember Belt – 95 and K have large potholes; behind Duke Watkins there is a homeless community with a lot of trash; the city would need more volunteers to have more events; thanked those who worked at the rodeo and inquired if the city could have a youth council group.

Councilmember Longbrake – rodeo was great however voiced his concern that the grounds are not ADA compliant.

Mayor Jernigan – reported on the Easter Egg Hunt; thanked the Rodeo committee for a tremendous rodeo; thanked Rt 66 for their donation; announced Run for the Wall is May 15<sup>th</sup>; condolences to Dick and Loretta Dirk and the Robinson family.

**ADJOURNMENT** - Mayor Jernigan adjourned the meeting at 6:58 pm

ATTEST: \_\_\_\_\_  
Mayor Janet Jernigan

\_\_\_\_\_  
City Clerk Dale Jones, CMC