



City Council Meeting Minutes

Monday, September 15, 2025 at 6:00 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: www.cityofsuttercreek.org

The City of Sutter Creek City Council Meeting is available on YouTube at
<https://www.youtube.com/@CityofSutterCreek>.

1. Call to Order and Establish a Quorum for Regular Meeting

The meeting was called to order by Mayor Gunselman at 6:00PM.

Present: Council members Claire Gunselman, Dan Riordan, Jim Swift, Susan Feist, Julia Sierk (via zoom)

Treasurer - Vicky Runquist

Staff: Aaron Wolcott - City Clerk, Tom DuBois - City Manager, Derek Cole - City Attorney, Dan Lafontaine - Public Works Director, Mason Peters - Finance Supervisor, William Watson - Project Manager

2. Pledge of Allegiance to the Flag

The pledge of allegiance was led by Mayor Gunselman

3. Public Forum

Resident Steve Christensen addressed the council regarding affordable housing. He asked the council if they were interested in building affordable housing and, if so, what their plans were. Mr. Christensen stated that apartments would be beneficial to the city by increasing property tax revenue over vacant lots, attracting workers who currently commute into the county, and boosting the local economy as residents would spend their money locally. He pointed out the long waitlist for apartments in Jackson as evidence of the need and noted that the largest growing homeless population in Amador County is people over 65 on fixed incomes. He concluded that this would be a "win-win situation" for the city at no direct cost, as contractors would handle the construction.

4. City Manager's Report

City Manager, Tom DuBois, provided a number of updates. In response to the public forum, DuBois mentioned that a housing project for low-income residents is moving forward. With regard to Public Works, the project to replace sewer pipes is nearing completion. The Henderson project is shifting its construction method to "cured in place pipe," which is awaiting approval. There is also positive discussion at ACTC about potential funding to pave Sutter Hill Road. A grant application for repairs at the Monteverde Museum is due at the end of the month.

He also reported that there is an active and ongoing investigation into an attempted arson at the city auditorium that occurred on the morning of July 16, 2025. Evidence indicates the fire was intentionally set. A \$5,000 reward is being offered for information that leads to the arrest and conviction of the person or persons responsible.

5. Presentations

None.

6. Approval of Minutes

A. City Council Minutes of September 2, 2025

Motion to approve the Minutes from September 2, 2025 by Council member Riordan, second by Council member Swift.

AYES: Council members Gunselman, Swift, Feist, Riordan

ABSTAIN: Sierk

NOES:

MOTION CARRIED 4-0

7. Consent Agenda

None

8. Ordinances and Public Hearing

A. Public Hearing and Acceptance of City of Sutter Creek Annual Impact Fee Report Fiscal Year 2024-2025

Finance Supervisor, Mason Peters, presented the annual report on impact fees, noting that revenue was collected from one new house built in the last fiscal year. Council member Swift questioned some inconsistencies in the report's language and asked if the fees could be used for improvements like air conditioning in the auditorium. City Manager, Tom DuBois, explained that an upcoming Nexus study will likely lead to consolidating fee categories and updating the report structure. T

Motion to accept the impact fee report by Council member Swift, second by Council member Sierk.

AYES: Council members Gunselman, Swift, Feist, Riordan, Sierk

ABSTAIN:

NOES:

MOTION CARRIED 5-0

B. Wastewater Treatment Plant Design Build Contract with Schneider Electric

City Manager Tom DuBois presented a design-build agreement with Schneider Electric for a new wastewater treatment plant, calling it a major milestone and a 30-40 year investment for the city. The project will proceed in three phases: assessment, design, and construction, with HydroScience acting as the city's "owner advocate". The initial assessment phase is expected to last 240 days and cost \$550,000. Bill Senter from HydroScience and Moses Bchara from Schneider Electric were present to answer questions from the Council.

Council members asked a number of clarifying questions regarding the contract and project. Key topics of discussion included:

- **Project Risks:** The primary challenges identified were regulatory hurdles, particularly FEMA compliance due to the plant's location in a floodplain, and securing the full funding package.
- **Financial Oversight:** DuBois and HydroSciences will be primarily responsible for tracking expenses. The city is pursuing a low-interest loan through I-Bank, which could reduce the need for a traditional financial advisor.
- **Process:** The assessment phase will determine key design elements (like UV vs. chlorine treatment) and resolve regulatory issues. The design-build model is intended to be a collaborative process, with the Schneider team acting as an "extended arm of the city".
- **Council Concerns:** Council members asked about the experience of the city's representative , city staff responsibilities during the project , the specifics of the Guaranteed Maximum Price (GMP) , and future operational staffing needs.

Following extensive discussion, the Council voted to approve the resolution and enter the contract with Schneider Electric

Motion to adopt the resolution to enter into a design build agreement with Schneider Electric by Council member Swift, second by Council member Riordan.

AYES: Council members Gunselman, Swift, Feist, Riordan, Sierk

ABSTAIN:

NOES:

MOTION CARRIED 5-0

9. Administrative Agenda

10. Mayor and Council Member Reports

Councilmember Riordan: Reported that the Sutter Hill Road paving project is on the final list for funding approval at ACTC.

Councilmember Feist: Asked about the water allocation for the new casino in Plymouth and its potential impact on Amador Water Agency's (AWA) capacity for future development in the area. DuBois clarified that Plymouth is a wholesale customer of AWA and sells directly to the casino, but he would investigate further.

11. City Attorney's Report

Nothing to report.

12. Future Agenda Items

13. Information and Correspondence

- August 2025 - Treasurer Report
- August 2025 - City Clerk Report
- August 2025 - Police Report
- August 2025 - Engineering Report
- August 2025 - Public Works
- August 2025 - Planning Department Report
- August 2025 - Marketing Report

- H. August 2025 - Finance Department Report
- I. August 2025 - Expense & Revenue Report
- J. August 2025 - Check Register
- K. August 2025 - Cash Report

14. Closed Session

15. Report from Closed Session

16. Adjournment -

The meeting was adjourned at 8:18 PM.

The next regularly scheduled meeting is October 6, 2025 at 6PM.

Minutes approved October 6, 2025



Aaron Wolcott, City Clerk