

# MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD

May 12, 2009

1. The meeting was called to order at 7:00 p.m. by Mayor Towne.
2. **PLEDGE OF ALLEGIANCE:** Council Member Yoder led the Pledge of Allegiance.
3. **ROLL CALL:**  
Present: Baker, Holvik, Hansen Yoder & Towne  
Absent: None
4. **Agenda Review & Acceptance:** There were no requested changes to the agenda by Staff or the Council and it was **moved** by Council Member Yoder and **seconded** by Council Member Hansen to accept the May 12, 2009, agenda as presented. The motion was unanimously passed.
5. **Oral and Written Communications:**
  - a) Mr. Forrest Sprague offered comments, suggestions and allegations regarding the City's procedures for preparing official minutes of the Council Meetings and having the minutes reviewed prior to Council approval.
  - b) Police Officer Kelly Meek reminded everybody of the second annual Peace Officer Memorial Program this Thursday at 7:00 p.m. at the Veterans' Memorial Hall where the family of Orrin Soeth will be honored for sacrifices he made while serving as a member of Law Enforcement.
  - c) Ms. Rose Marie Thraikill, citizen of Willows, gave an update on upcoming community activities, events and fundraisers.
6. **Consent Agenda:** It was **moved** by Council Member Holvik and **seconded** by Council Member Yoder to approve the Consent as presented. The motion was unanimously passed and the following items were approved/adopted:
  - a) Approval of General Check Register through 20117.
  - b) Approval of Payroll Check Register through 30002.
  - c) Approval of the minutes of the April 14, 2009, City Council Meeting.
  - d) Adoption of an Administrative Policy to allow eligible employees to utilize SDI benefits in coordination with the City of Willows' accrued Health (Sick) Leave benefit.
7. **Presentations and Proclamations:**
  - a) Jason Grant and Don Peak, representatives of Premier Power, gave a presentation to the Council in order to explain about the possible installation of a Solar Energy System for the City's Wastewater Treatment facility. The system is based upon a preliminary assessment of the site, the amount of space available and the location's current electricity consumption. The Solar Energy System is designed to offset approximately 64% of the location's annual kilowatt hour energy consumption, with a targeted bill offset of approximately 96% of the Facility's current electric bill. The solar system would be an investment in the future, with reduced electrical bills allowing the City to save money for decades to come. Further, each year the system will prevent the production of thousands of pounds of carbon dioxide. Under the terms of a Power Purchase Agreement, the City

would be only under obligation to purchase energy that the system produces. In essence, the system will start saving money on the day that it is turned on, with no out of pocket expense. Mr. Grant had compiled and distributed a proposal for the Council to review, which included a description of the system, estimates of the system's electrical output, a financial analysis of the City's projected costs and savings, and contractual details. With that, Mr. Grant concluded the presentation and was prepared to answer any questions. Discussion ensued among the Council, Staff, and Mr. Grant. Once discussions concluded, it was the consensus of the Council for Staff to forward the Power Purchase Agreement to the City Attorney for review and comments, and after the document is reviewed, perhaps Staff could bring back an item at a later date for the Council to consider the possible implementation of the Solar Energy System at the Wastewater Treatment Facility.

**8. Ordinances:** None

**9. Public Hearings:**

a) CDBG Funding:

Finance Director Tim Sailsbery presented the staff report to the Council explaining that the City has recently received a Notice of Funding Availability (NOFA) for the 2009/10 cycle and this public hearing is required to obtain public input in order to make a decision regarding applications for CDBG Funds. He stated that the parameters of how the funds may be used are outlined in the staff report as attached to the agenda item. He stated that the purpose for tonight is to obtain input from citizens for types of projects or public services people may want the City to consider in the application process, should the city choose to apply. With that, he requested that the Public Hearing be opened. Mayor Towne opened the public hearing at 8:24 p.m. and hearing no comments, the hearing was subsequently closed and 8:24 p.m. No formal action was required by the Council.

**10. Items introduced by City Council or Administrative Staff for discussion purposes only:**

a) Potential Joint Meeting between the City Council and the Planning Commission:

The City Manager stated that there has recently been a request by the Planning Commission to hold a joint meeting with the Council and was seeking the Council's opinion whether they are interested in holding a joint meeting. The consensus of the Council was that they do have an interest in holding a joint meeting with the Planning Commissioners. The City Manager suggested that the meeting be held no sooner than the beginning of the next Fiscal Year and the Council agreed. The City Manager indicated that he will coordinate with the Planning Commissioners and look at some possible dates in July or August and he will then bring the item back to the Council to finalize a date for the meeting to be held.

**11. New Business:**

a) Library Board of Trustees upcoming vacancies:

Mayor Towne indicated that there is currently one vacant seat and one seat about to expire on the Library Board of Trustees and this item is coming before the Council in order to select a two-person subcommittee to review applications and conduct interviews and to approve the timeline being presented to the Council for recruitment to fill the two vacancies. Council discussion ensued and they recommended that some minor changes be made to the Application form and the advertisement prior to formally announcing the position. Staff made note of the recommended changes and will see that the changes are made as per Council's direction. It was then **moved** by Council Member Yoder and **seconded** by Council Member Hansen to approve the schedule and procedure for appointment of two individuals to the Library Board of Trustees with the implementation of the recommended changes being made to the Trustee Application and the Trustee Vacancy Announcement. The Motion was unanimously passed.

Mayor Towne then asked if anybody would like to volunteer to serve on the interview subcommittee. Council Members Baker and Yoder volunteered and Mayor Towne affirmed their appointment to serve on the subcommittee.

**12. Council Member Reports:**

Council Member Baker reminded everybody that this week was the week of the Glenn County Fair.

Council Member Hansen wanted to remind everybody about the Sacramento Valley Shrine Club's Medical Screening Clinic from 9:00 a.m. to 1:00 p.m. on May 16 at Glenn Medical Center. The screenings are free of charge and are open to all children under 18 years of age that have any problems with bones, joints, muscles, burns, or other medical conditions.

Council Member Yoder extended his thanks and appreciation to the Public Works Department for their hard work and efforts in getting the tree wells removed and the downtown streets repaired prior to the Lamb Derby parade.

**13. Executive Session: None**

**14. Adjournment: The meeting was adjourned at 8:41 p.m.**

Dated: May 12, 2009

NATALIE BUTLER

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City Clerk