

MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD
August 25, 2015

1. Mayor Domenighini called the meeting to order at 7:00 p.m. and he asked all in attendance at the meeting to please observe a moment of silence for the recent passings of Reggie Boelman who worked for the Willows Police Department for 20 years and for Dean Stoullil who served on the Willows City Council and as the City's Mayor for several years.

2. **PLEDGE OF ALLEGIANCE:** Council Member Williams led the Pledge of Allegiance.

3. **ROLL CALL:**

Present: Williams, Yoder, Mello, Hansen & Mayor Domenighini.

Absent: None

4. **Agenda Review:**

a) **M/S – Yoder/Hansen** to accept the August 25, 2015 City Council agenda as presented. The motion unanimously passed.

5. **Presentations & Proclamations:** City Manager Steve Holsinger announced that the parties that would be presenting an award to a member of City Staff were running late and would be arriving shortly. Mayor Domenighini continued on with the business of the meeting.

6. **Public Comment/Written Communications:**

- Kristin Cushman of the Glenn County Office of Education and a representative of the 'Friday Night Live' program, presented a Certificate of Appreciation to the Council for their support of this summer's Friday Night Live Movies in the Park program.
- Vince Holvik, City of Willows' Representative on the Glenn County Mosquito and Vector Control District Board, gave the Council an update on mosquito activity and West Nile Virus cases in the County.

7. **Consent Agenda:**

M/S – Hansen/Yoder to approve the Consent Agenda as presented. The motion unanimously passed and the following items were approved:

- a) Approval of General Checking, Payroll Checks & Payroll Direct Deposit.
- b) Approval of City Council Minutes of the July 14, 2015 Regular City Council Budget Meeting.

8. **Public Hearings:** None

9. **Ordinances:** None

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

The City Manager announced that the Special Meeting of the City Council to interview potential City Manager candidates will take place on Friday, August 28 and will begin at 7:15 a.m.

11. **New Business:**

- a) Discuss & Advise – Additional Fund Appropriation to add one Patrol Officer to the Personnel Roll for the Willows Police Department.

At the request of the Council during the deliberation and passage of the 2015/16 budget, the concept of adding an additional Patrol Officer to the Willows Police Force is being brought back before the Council for further consideration. Council discussion ensued and although it was the consensus of the Council Members that they would like to see a new Patrol Officer position, it was the decision of the consensus of the Council to wait until after the September 8, 2015 meeting when the EDA grant goes before the Council for consideration of grant match approval to secure the grant before they would take action on this item. **M/S - Hansen/Yoder** to table this item for discussion and possible action at the meeting to be held on September 22, 2015. The motion unanimously passed

- b) Discuss & Advise – Additional Fund Appropriation to purchase a replacement command vehicle for the Fire Chief.

Much like the previously discussed item, the Council indicated that they would like to wait for the outcome of the EDA grant funding item at the meeting on September 8 before they take action on this item. **M/S – Hansen/Mello** to table this item for discussion and possible action at the Meeting to be held on September 22, 2015. The motion unanimously passed.

At this time the City Manager announced to Mayor Domenighini that the parties that were planning on presenting an award to a member of staff have arrived at the meeting and would like to make their presentation at this time.

Robert Stresak, Executive Director of the West Sacrament POST division, presented Police Chief Jason Dahl with the highest possible State Peace Officers Standards and Training honor, a framed Executive Certificate. Mr. Stresak stated that in the past 50

years, only 1500 Executive Certificates have been awarded and this is a very honorable achievement. Staff and Council congratulated Chief Dahl and Mayor Domenighini called for a brief recess at 7:45 p.m.

Mayor Domenighini reconvened the meeting at 7:53 p.m.

- c) Staff is seeking direction from the City Council on the methodology or procedural preference for the ultimate replacement of the City Attorney:

City Attorney Gary Krup has previously advised the Council and the Management staff that he is retiring later this year. Although a specific date has not been officially identified, communication between staff and Attorney Krup's office suggests this is an appropriate time for the Council to commence preparation for the ultimate replacement of the City Attorney.

The City Manager outlined the options for Council consideration on potential methods for seeking a replacement for Attorney Krup. First, the Council may choose to develop a formal RFP process to solicit proposals from interested firms around the State. This would be the most costly and time consuming process and therefore may not be the most ideal method, especially if Attorney Krup vacates the office prior to selection of a replacement firm/attorney. Alternatively, the Council could solicit proposals through a less formal process, inviting attorneys/firms representing other public agencies in the Northern Sacramento Valley Region to submit proposals for consideration. Council could choose to interview potential replacements from among the respondents and make a subsequent selection based upon the process. Additionally, Council might basically just invite attorneys of record that may have performed specialized services for the city in the past to interview before the Council, if interested, and make a subsequent selection from this process as well. Finally, the Council may perhaps already have an identified preference from among firms or attorneys, familiar to one or more members on this or other agency boards. The Council could direct staff to contact an identified attorney and commence negotiations on a proposal/contract for services, to ultimately be approved by the Council at a subsequent meeting.

Council discussion ensued. Vice Mayor Hansen recommended that the City try to contact Bob Hunt and Associates. The City has utilized Mr. Hunt in the past on the recommendation of City Attorney Gary Krup, and Vice Mayor Hansen stated that he is professional and ethical and would be his preferred choice. All four Council Members agreed with Vice Mayor Hansen's suggestion and the consensus of the Council was to have the City Manager reach out to Mr. Hunt to see if he has an interest in the position.

d) **Planning Commission Vacancies/Appointments:**

Three seats on the Willows Planning Commission will become open on December 31, 2015 when the terms of Commissioners Kerri Warren, Robert Griffith and Candis Woods will expire. Staff is requesting that the Council select two members to serve as a selection subcommittee to review applications, conduct interviews and give their recommendations to the full Council on who they would like to appoint at the meeting to be held on December 8. Council Member Yoder and Vice Mayor Hansen volunteered to serve on the subcommittee.

12. Council Member Reports:

- Vice Mayor Hansen once again congratulated Chief Dahl on his receiving the POST Executive Certificate. He also thanked Fire Chief Peabody for inviting him to the recent Chiefs' Meeting & dinner. He reported that he attended the Transit and Transportation Meetings on August 20. He stated that a new 40 foot bus has recently been ordered and he reported that the fare box average for Glenn Ride is up. Mayor Domenighini asked Vice Mayor Hansen if he had any information on the bus shelter that was supposed to be placed at the corner of Sycamore & Butte Streets. Vice Mayor Hansen stated that he would follow-up with Mardy Thomas at the County to find out the status of the project.
- Council Member Mello reported that he attended his first LAFCO meeting and he found it interesting.
- Council Member Williams stated that he has utilized the Glenn Ride transportation system to come to Willows from Chico and the busses are nice and clean and the drivers are very friendly and he has always had a good experience.
- Mayor Domenighini reported that he attended the annual Willows Car and Bike show and it was a nice event. He also announced that Adrienne Haylor would be retiring from the Willows Library Board and would likely be giving her letter of resignation to City Staff in the near future.

13. Executive Session: None

14. Adjournment: Mayor Domenighini adjourned the meeting at 8:20 p.m.

Dated: August 25, 2015

NATALIE BUTLER

City Clerk

The City of Willows is an Equal Opportunity Provider