

MINUTES OF THE WILLOWS CITY COUNCIL
REGULAR MEETING HELD November 22, 2016

1. Mayor Hansen called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Council Member Domenighini led the Pledge of Allegiance.
3. **ROLL CALL:**
Present: Council Members Mello, Domenighini, Williams & Mayor Hansen.
Absent: Yoder
4. **Consent Agenda:**
M/S – Williams/Domenighini to approve the Consent Agenda as presented. The motion unanimously passed 4/0, and the following items were approved/adopted:
 - a) Approval of General Checking (34153-34224), Payroll (36464-36488) and Direct Deposit Check Registers (Z07874-Z07915).
 - b) Approval of the Minutes of the Regular City Council Meeting held on October 25, 2016.
 - c) Approval of the Minutes of the Regular City Council Meeting held on November 8, 2016.
5. **Installation of Officers:**
 - a) Pursuant to Election Code Section 10265, City Clerk Natalie Butler administered the Oath of Office to newly-elected Council Member Kerri Warren and re-elected Council Members Larry Mello and Gary Hansen. Upon conclusion of the Oath, Mayor Hansen called for a brief recess to transition the outgoing and incoming Council Member.
6. **Ceremonial matters:**
 - a) Mayor Hansen read a Proclamation declaring December 7, 2016 as “Pearl Harbor Remembrance Day” and “World War II 75 Year Commemoration Day” and he presented the Proclamation to Barbara LaDoucer of the American Legion Auxiliary.
7. **Public Comment:**
 - Police Chief Jason Dahl introduced Lieutenant Tyler Eccles to the City Council. Lieutenant Eccles is the new California Highway Patrol Commander for the Willows Command Center.
8. **Public Hearings:**
 - a) Consider extending the validity of an Urgency Ordinance Regulating Medical Marijuana in the City of Willows.

Interim City Manager Wayne Peabody presented the staff report to the Council. In January of 2016, the City Council adopted an Urgency Ordinance regulating medical marijuana within the City of Willows. The urgency Ordinance was adopted in order to meet the March 1, 2016 deadline to preserve the City's right to regulate medical marijuana. The Urgency Ordinance would only be in effect for 45 days from the day of enactment, however Government Code Section 65858(a) permitted the City to extend the Ordinance for an additional 10 months and 15 days, and on February 23, 2016, the City Council adopted a Resolution extending the Urgency Ordinance until January 25, 2017.

Additionally, the same Government Code cited above also permits the extension of the Urgency Ordinance for a total of 22 months and 15 days beyond the original expiration date of the Ordinance; In other words, for an additional year beyond the current January 25, 2017 expiration. Extending this Ordinance for an additional year will give the City time to review the new California laws pertaining to marijuana and will allow the Council an opportunity to come up with their own plan.

Government Code Section 65090 requires publication and a public hearing to be held in order to adopt a Resolution to extend the period of validity of the Urgency Ordinance. Publication was completed and this matter is now before the Council to conduct the Public Hearing and consider adoption of the Resolution to extend the Urgency Ordinance.

Mayor Hansen opened the Public Hearing at 7:27 p.m. Bob Griffith, Willows Resident, Planning Commissioner and Library Board Trustee, spoke during the Public Hearing and stated that he is in support of the extension and that he recommends that the Council adopt the Resolution before them. Doug Ross, Willows Resident, stated that from the passage of the 1996 State Law to the 2016 State Law, there has been twenty years of confusion. As he recalls, the Arcata California, Police Chief was the first to step into the void of the public being universally informed – which was approximately 33MM Californians – as to where the different agencies and different branches of government stood. He stated that he advocates that the people have a reasonable expectation of the Federal, State, County and City of what the relationship is between the DEA stand to continue the prohibition and the States' Right issue. Mr. Ross stated that as a journalist, he has to meet a deadline twice a week and therefore he doesn't believe it is unreasonable that some entity in the United States to meet a deadline that clarifies to all citizens in the State of California what their reasonable expectation is if they decide to smoke recreational marijuana, rather than it becoming a protracted scenario within the court system between Federal, State and Local laws to prevent another twenty years of confusion and uneven application of the law. Hearing no further comments, Mayor Hansen closed the Public Hearing at 7:27 p.m.

M/S – Williams/Mello to adopt a Resolution extending Ordinance Number 719-2016 for an additional year. The motion unanimously passed 4/0 with Council Member Yoder being absent.

9. Ordinances: None

10. Regular Business Items:

- a) Consider adoption of a Resolution assigning the typical days, times and locations for the City of Willows Library Board of Trustees meetings:

On October 11, 2016 the City Council adopted a new ordinance which became effective on November 10 that requires the Council to establish days, times and frequency of meetings of the Willows Library Board of Trustees by Resolution of the City Council. The previous ordinance specified that the Library Board shall meet at least once per month. The Library Board had requested that the Council adopt a Resolution to allow the Library Board of Trustees to meet at 11:00 a.m. on the second Thursday of *every other month*, rather than once each month. The locations of the meetings will rotate between the Willows Library and the Bayliss & Elk Creek Branches. Staff is requesting that the Council adopts the resolution presented to them.

M/S – Mello/Williams to adopt a Resolution assigning the typical days, times and locations for City of Willows Library Board of Trustees Meeting in accordance with the Willows Municipal Code, Title II, Section 2.70.020 of Chapter 2.70. All ayes and the motion unanimously passed 4/0, with Council Member Yoder being absent.

- b) Consider approving a part-time Administrative Support Position, appropriate \$7,000 from the General Fund for the position, approve the Job Description and authorize the City Manager to advertise and fill the position:

Recently the Administrative Department within the City of Willows has experienced an unusual amount of absences and it is expected to continue. While existing Staff has been able to cover for the most part, it is becoming increasingly difficult to manage the workload.

As the periodic absences are expected to continue, Interim City Manager, Wayne Peabody, is requesting additional help with the administrative/citizen services functions for the City. An administrative support position of up to 19 hours per week to assist with agendas, minutes, records maintenance, counter & customer service assistance, and filing will allow the various other administrative functions of the City to flow more efficiently. The position is being requested for the balance of the 2016-17 fiscal year, and will be reviewed for possible extension at the time of submittal of the 2017-18 Budget.

Council discussion ensued and while all Council Members were in agreement that there is virtually a skeleton crew in the Administration division of City Hall, there was some discussion of the \$12.00/hour wage and whether that wage would garner qualified applicants. Although Council Member Warren agreed that the wage may not be sufficient, she also pointed out that if the wage were to be increased beyond the \$12.00 per hour, it would essentially mean that the chosen applicant would have to reduce the number of hours they could work in order to stay within the \$7000 allocation for the position. The Council believes that the City Manager could be given some flexibility with the wage, depending on the qualifications of the chosen applicant.

M/S – Williams/Mello to approve a part-time Administrative Support position, approve the job description, appropriate \$7000 from the General Fund for the position (301.050), and to authorize the Interim City Manager to advertise and fill the position and to adjust the hourly

rate at his discretion, but not to exceed the \$7000 allocation for the position. All ayes and the motion unanimously passed 4/0, with Council Member Yoder absent.

11. Reports by Council & Staff:

a) Staff:

- ICM Peabody reminded the Council that City Hall would be closed this Thursday & Friday for the Thanksgiving Holiday.

b) Council:

- Council Member Williams reported that he attended the Veterans' Day Memorial Service and also attended the most recent Transit and Transportation meetings. He also announced that his son just graduated the CHP Academy and has been stationed in Garberville.
- Council Member Warren thanked ICM Peabody for the Boss's Dinner that she recently attended at the Fire Department.
- Mayor Hansen reported that he attended the most recent Transit and Transportation meetings and he also the Regional Waste Management Meeting. He gave the Council a brief update on the status of the County Landfill closure.

12. Adjournment: Mayor Hansen adjourned the meeting at 7:47 p.m.

Dated: November 22, 2016

Natalie Butler, Minute Clerk

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