



## ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD APRIL 12, 2022

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1. Mayor Domenighini called the meeting to order at 6:01 p.m.
2. The meeting opened with the Pledge of Allegiance led by Dennis Asbury.

### **3. Roll Call:**

Council Members Present: Council Members Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

Council Members Absent:

Staff Present: City Manager Marti Brown City Attorney David Ritchie, Fire Chief Nathan Monck, Principal Planner Karen Mantele, City Engineer/Interim Community Services Director John Wanger (via zoom) and City Clerk Tara Rustenhoven

**4. Changes to the Agenda:** No Changes made to the agenda.

**5. Public Comment & Consent Calendar:** No public comments or written communications.

### **Public Comment**

Roberta Asbury had comments on the agenda and feels they are too large.

### **Consent Calendar**

#### **a. Register Approval**

Approval of general checking, payroll & direct deposit check registers Z45608-Z45645, 39181-39197, 052006-052068.

#### **b. Minutes Approval**

Approval of minutes of the Regular City Council Meeting held on March 1, 2022.

#### **e. Housing Element Annual Progress Report (APR) for Fiscal Year 2021**

Review the Housing Element Annual Progress Report for year 2021, and by motion approve the report and direct staff to forward the report to the State's Housing and Community Development Department (HCD) and the Office of Planning and Research (OPR).

#### **h. Temporary Firefighter/Engineer Job Classification**

Approve the recommended Temporary Firefighter/Engineer job classification.

#### **a. Annual Weed and Rubbish Abatement Schedule**

Adopt a resolution declaring weeds, rubbish, refuse and dirt public nuisances; and approve the attached Weed and Rubbish Abatement Schedule for the 2022 fire season.

#### **Action:**

Motion: Council Member Williams/Second: Vice Mayor Hansen

*Moved to approve items a, b, e and h, as presented above and the following item(s).*

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:  
ABSENT:  
ABSTAIN:

City Manager Brown suggested Council to move the remaining Consent Items under the Discussion & Action portion of the agenda and move to the Customer Satisfaction Survey Presentation.

## **5. Presentations:**

### **a. Customer Satisfaction Survey**

Catherine Lew and Curt Below with The Lew Edwards Group were present via zoom to present this item.

### **Public Comment on Item 5a**

David Vodden, Willows resident as council, within the body of the report was news to them and something they did not already more or less know or believe.

Roberta Asbury was surprised that we got 300 responses and felt we could've gotten a lot more if more people had received the survey. She had comments and questions regarding the survey.

Rick Thomas, Willows resident, felt the questions left him disappointed in the survey and marked several of the questions "don't know".

Doug Ross, Willows resident, thought it would be fun to do an Elementary School Survey.

## **7. Discussion & Action Calendar:**

### **a. Green Street Rehabilitation Project-Contract Amendment**

Adopt the attached Resolution authorizing the City Manager to execute a contract amendment with Coastland Civil Engineering to design a pavement rehabilitation project for the portion of Green Street that is in the City limits between N. Lassen Street and N. Butte Street.

### **Public Comment for Item 7a**

Bob Faust, Willows Resident who lives on Green Street and N. Lassen, wanted to know if the section with all the pot holes, could be completely reconstructed and wanted to know if that was the City's portion and make that portion a priority.

#### **Action:**

Motion: Council Member Williams/Second: Vice Mayor Hansen

*Moved to adopt a resolution of the City Council of the City of Willows, State of California, authorizing the City Manager to sign a contract amendment with Coastland Civil Engineering for the Design of the Green Street Pavement Restoration Project.*

The motion passed unanimously 5/0 carried by the following roll call vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:  
ABSENT:  
ABSTAIN:

**b. Condition Assessment of the City’s Sewer Collection System-Bennett Engineering Consulting Contract**

Adopt the attached resolution authorizing the City Manager to execute a contract with Bennett Engineering to provide technical assistance to applying for Planning Grant from the State’s Clean Water State Revolving Fund program to evaluate and assess the City’s sewer collection system for inflow and infiltration.

John Wanger presented this item.

**Public Comment for Item 7b**

Dennis Asbury suggested purchasing the equipment that is need instead of hoping for a grant.

Council Member Williams had questions for Mr. Wanger.

**Action:**

Motion: Council Member Griffith/Second: Council Member Warren

*Moved to adopt a resolution of the City Council of the City of Willows, State of California, authorizing the City Manager to sign a contract with Bennett Engineering for assistance in filing a Planning Grant with the State Clean Water Revolving Fund Program.*

The motion passed unanimously 5/0 carried by the following roll call vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

**c. Mechanic Services-County of Glenn**

Authorize the City Manager, or her designee, to execute a Memorandum of Understanding (MOU) with the County of Glenn for temporary mechanic services of Public Works vehicles and apparatus.

**Action:**

Motion: Council Member Warren/Second: Council Member Williams

*Moved to authorize the City Manager, or her designee, to execute a Memorandum of Understanding (MOU) with the County of Glenn for temporary mechanic services of Public Works vehicles and apparatus.*

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

**d. Proposition 68 Per Capita Program Funding Allocation-Park Grant Funds.**

Adopt the attached resolution authorizing the City Manager to submit a State Proposition 68 application for park improvement grand funds, receive Proposition 68 funds in the amount of \$177,952, and authorize the City Manager to execute all terms of the grant agreement.

By Consensus, Council agreed to move forward with option 1: Sycamore Park Swimming Pool Improvement.

**Action:**

Motion: Council Member Williams/Second: Council Member Griffith

*Moved to adopt a resolution authorizing the City Manager to submit a State Proposition 68 funds in the amount of*

*\$177,952, and authorize the City Manager to execute all terms of the grant agreement.*

The motion passed unanimously 5/0 carried by the following roll call vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

**e. General Plan Annual Progress Report (APR) for Fiscal Year 2021**

Review the staff Report and General Plan Annual Progress Report for year 2021, and by motion approve the report with any amendments, and direct staff to forward the report to the State's Housing and Community Development Department (HCD) and the Office of Planning and Research (OPR).

Principal Planner Karen Mantele presented this item.

**Action:**

Motion: Vice Mayor Hansen/Second: Council Member

*Moved to approve the report with any amendments and direct staff to forward the report to the State's Housing and Community Development Department (HCD) and the Office of Planning and Research (OPR).*

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

**f. Annual Weed and Rubbish Abatement Schedule**

Adopt a resolution declaring weeds, rubbish, refuse and dirt public nuisances; and approve the attached Weed and Rubbish Abatement Schedule for the 2022 fire season.

**Action:**

Motion: Council Member Warren/Second: Vice Mayor Hansen

*Moved to adopt a resolution of the City Council of the City of Willows, declaring Public Nuisances for 2022 Fire Season.*

The motion passed unanimously 5/0 carried by the following roll call vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

Council Member Williams asked if the Weed Abatement List be posted to the face page of the City's website.

**g. Coronavirus Premium Pay or Essential Part-Time Temporary City Employees**

Authorize the City Manager, or her designee, to issue premium pay for essential part-time temporary City employees in a total amount not to exceed \$14,000 to both current and former temporary part-time employees who are or have been employed with the City since March 13, 2020.

**Action:**

Motion: Vice Mayor Hansen/Second: Council Member Griffith

*Moved to adopt a resolution authorizing the City Manager, or her designee, to issue premium pay for essential part-time temporary City Employees in a total amount not to exceed \$14,000 to both current and former temporary part-time employees who are or have been employed with the City since March 13, 2020 as amended (SECTION 3 and SECTION 4).*

The motion passed unanimously 5/0 carried by the following roll call vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

## **8. Public Hearing:**

### **a. Text Amendments to the City's Municipal Code/Zoning Ordinance (File# ZTA-22-01)**

Conduct a public hearing and by motion, consider reading by title only and passage of two ordinances that 1) Repeal Willows Municipal Code (WMC) Chapter 2.45 (Architectural Board of Review) and creates a new section of the WMC, Code Chapter 18.141 (Architectural Board of Review) with all other Sections unchanged; and 2) Amends or repeals WMC, Code Chapter 18.110.090 (Non-Conforming Uses) to amend Sections 18.110.090 (8) and (9), and repeal Section 18.110.090 (7) with all other Sections unchanged.

Council Member Williams had questions for the Planner.

**Open Public Hearing at 8:05 p.m.**

**Close Public Hearing at 8:10 p.m.**

### **Public Comment for Item 8a**

Dennis Asbury asked if when the City Hires a building official, will the ordinance go back to what it was originally?

Doug Ross, had comments on the Architectural Board of Review.

### **Action:**

Motion: Vice Mayor Hansen/Second: Council Member Griffith

*Moved to waive the reading of the first reading of the two ordinances announced in the public hearing with the modifications as discussed.*

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Williams, Griffith, Warren, Vice Mayor Hansen, Mayor Domenighini

NOES:

ABSENT:

ABSTAIN:

## **9. Comments & Reports:**

a. City Council Comments & Reports: Council gave comments/reports on activities and various meetings they attended.

b. City Manager Report:

- The County Administrator contact the City Manager and the City Manager of the City of Orland and asked if the Council would be interested in reinstating the City/County quarterly dinners?

By Consensus, Council wouldn't mind having joint meetings with the County and the City of Orland, but maybe two times a year.

**10. Closed Session:**

Pursuant to Government Code Section 54954.3, the public will have an opportunity to directly address the legislative body on the item below prior to the Council convening into closed session. Public Comments are generally restricted to three minutes.

a. Conference with Labor Negotiators (Gov. Code Section 54957.6)

Agency designated representatives: David Ritchie, City Attorney and Marti Brown, City Manager

Employee Organization: Willows Public Employee Association

**Council recessed into closed session at 8:57 p.m.**

**Council reconvened into open session at 9:12 p.m**

**Announcement of any action taken in closed session:**

Mayor Domenighini reported no reportable action and direction was given to staff.

**11. Adjournment**

The Meeting was adjourned at 9:12 p.m.

Dated: April 20, 2022

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Tara Rustenhoven, City Clerk