



## ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD NOVEMBER 23, 2021

Meeting audio is available at the City of Willows website. This is not a live feature. Audio recordings are posted the succeeding business day following the scheduled City Council Meeting.

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1. Mayor Domenighini called the meeting to order at 6:00 p.m.
2. The meeting opened with the Pledge of Allegiance led by Council Member Warren.

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

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

Council Members Absent:

Staff Present: Interim City Manager, Marti Brown and Minute Clerk, Maria Ehorn

### 4. **Changes to the Agenda:**

There were no changes to the Agenda.

### 5. **Ceremonial Matters (Proclamations, Recognitions, Awards):**

- a. Pearl Harbor Remembrance Day – Mayor Domenighini read the proclamation.

### 6. **Oath of Office:**

- a. Newly Appointed Fire Chief, Nathaniel Monck

Chief Monck was administered the Oath of Office by the Minute Clerk, Maria Ehorn.

### 7. **Public Comment & Consent Calendar Forum:**

Public Comment:

No public comments or written communications.

Consent Calendar:

- a. Approval of general checking, payroll & direct deposit check registers Z45289-Z45323, 39030-39042, 051671-051695.
- b. Approval of minutes of the Regular City Council Meeting held on November 9, 2021.

### **Action:**

Motion: Vice Mayor Hansen / Second: Council Member Griffith

*Moved to approve the Consent Calendar 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:

At this point Council moved item 10a, Re-Issuance of USDA Sewage Bond, as noted under the Discussion & Action Calendar, to be discussed first.

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

- a. Re-Issuance of USDA Sewage Bond

By motion adopt a resolution entitled; **RESOLUTION APPROVING THE FORM AND AUTHORIZING AND DIRECTING EXECUTION OF CERTAIN INSTALLMENT SALE FINANCING DOCUMENTS TO FINANCE AND REFINANCE THE ACQUISITION**

**AND CONSTRUCTION OF ADDITIONS, BETTERMENTS, EXTENSIONS AND IMPROVEMENTS TO THE CITY'S MUNICIPAL SEWER SYSTEM, AUTHORIZING AND DIRECTING DISTRIBUTION OF A PRELIMINARY OFFICIAL STATEMENT IN**

**CONNECTION WITH THE OFFERING AND SALE OF CERTIFICATES OF PARTICIPATION RELATING THERETO, AND DIRECTING CERTAIN ACTIONS WITH RESPECT THERETO.**

**Action:**

Motion: Vice Mayor Hansen /Second: Council Member Williams

*Moved to approve the resolution entitled: RESOLUTION APPROVING THE FORM AND AUTHORIZING AND DIRECTING EXECUTION OF CERTAIN INSTALLMENT SALE FINANCING DOCUMENTS TO FINANCE AND REFINANCE THE ACQUISITION AND CONSTRUCTION OF ADDITIONS, BETTERMENTS, EXTENSIONS AND IMPROVEMENTS TO THE CITY'S MUNICIPAL SEWER SYSTEM, AUTHORIZING AND DIRECTING DISTRIBUTION OF A PRELIMINARY OFFICIAL STATEMENT IN CONNECTION WITH THE OFFERING AND SALE OF CERTIFICATES OF PARTICIPATION RELATING THERETO, AND DIRECTING CERTAIN ACTIONS WITH RESPECT THERETO.*

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. Presentations:**

a. Public Works Presentation

City Engineer, John Wanger, presented the state of the City's infrastructure and Public Works Department.

b. General Plan Update

City Planner, Karen Mantele, presented the General Plan Update.

**9. Public Hearing:**

a. Rezone Parcel/General Plan Amendment from Light Industrial zoning to Residential Professional zoning.

**Open Public Hearing at 7:54 pm.**

**Closed Public Hearing at 7:54 pm.**

City Planner, Karen Mantele, presented the item.

**Action:**

Motion: Council Member Warren /Second: Vice Mayor Hansen

*Moved to waive the first reading.*

The motion passed 4/0 carried by the following voice vote:

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

NOES:

ABSENT:

ABSTAIN: Griffith

By consensus of the Council the above item is to be on the consent agenda at the next regular meeting of the City Council, December 14, 2021.

**10. Discussion & Action Calendar Continued:**

b. Street Excavation Rules

**Action:**

Motion: Council Member Williams /Second: Council Member Griffith

*Moved to adopt the Street Excavation Rules and direct staff to begin implementation of the rules with all new encroachment permits.*

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

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

NOES:

ABSENT:

ABSTAIN:

c. Submit Grant application to Assistance to Firefighters Grant (AFG) Program

**Action:**

Motion: Vice Mayor Hansen /Second: Council Member Warren

*Moved to approve a resolution entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AUTHORIZING THE CITY MANAGER, OR HER DESIGNEE, TO SUBMIT AN ASSISTANCE TO FIREFIGHTERS GRANT (AFG) APPLICATION AND EXECUTE AN AGREEMENT BETWEEN JMCM CONSULTING FOR GRANT PREPARATION SERVICES.*

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:

d. City Manager Contract

City Attorney, David Ritchie, presented the item.

**Action:**

Motion: Council Member Griffith /Second: Vice Mayor Hansen

*Moved to approve a resolution entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPOINTING A CITY MANAGER, APPROVING RELATED CITY MANAGER EMPLOYMENT AGREEMENT AND SETTING THE BASE SALARY FOR CITY MANAGER.*

The motion passed 4/1 carried by the following roll call vote:

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

NOES: Williams

ABSENT:

ABSTAIN:

e. Cancel Regular City Council Meeting of December 28, 2021.

City Manager, Marti Brown, presented the item.

**Action:**

Motion: Council Member Warren / Second: Council Member Griffith

*Moved to cancel the December 28, 2021 meeting.*

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. Establish the Time and Place for the Frequency of City Council Meetings

**Action:**

Motion: Council Member Warren / Second: Vice Mayor Hansen

*Moved to approve the resolution entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS ESTABLISHING THE DATES, TIMES, PLACE AND FREQUENCY OF THE REGULAR MEETINGS OF THE CITY COUNCIL OF THE CITY OF WILLOWS.*

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:

**11. Council/Staff Reports/Comments:**

a. City Council Reports Comments:

Council gave comments/reports on activities and various meetings they attended.

b. Staff Reports/Comments:

Staff gave brief updates/status of upcoming and ongoing projects.

**11. Adjournment:**

The Meeting was adjourned at 8:30 p.m.

Dated: November 23, 2021

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Maria Ehorn, Minute Clerk