



ACTION MINUTES OF THE WILLOWS CITY COUNCIL REGULAR MEETING HELD DECEMBER 10, 2019

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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Mayor Hansen called the meeting to order at 7:00 p.m.

The meeting opened with the Pledge of Allegiance led by Robert Griffith.

Roll Call:

Council Members Present: Council Members Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

Council Members Absent:

Staff Present: Interim City Manager Wayne Peabody, Administrative Services Director Tim Sailsbery, City Attorney Robert Hunt, City Clerk Tara Rustenhoven

GCSO Staff: Sherriff Warren

Public Comment/ Written Communications:

Jose Hansen, citizen of Willows wanted to read a letter he wrote to members of the Council.

Jeff Williams, Willows resident, asked Mayor Hansen to read a letter of thanks to Fire Fighter Engineer Lance Chapman for his professionalism during a family medical call.

Consent Agenda:

- a. Approval of general checking, payroll & direct deposit check registers 37467-37483, Z10368-Z10393, 38391-38406.
- b. Approval of minutes of the Regular City Council Meeting held on November 26, 2019.

Action:

Motion: Council Member Domenighini/Second: Council Member Flesher

Moved to approve the Consent Agenda as presented above and the following item(s).

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Ordinances:

a. Consider reading by title only, passage of the second reading and adoption of an Ordinance entitled;

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS, REPEALING, REPLACING, AND/OR AMENDING CERTAIN SECTIONS OF CHAPTER 15.15 OF THE CITY OF WILLOWS MUNICIPAL CODE, TO ADOPT BY REFERENCE AND AMEND CERTAIN PORTIONS OF THE 2019 CALIFORNIA FIRE CODES AND APPROVE THE LOCAL FINDINGS AS SET FORTH IN THE CODES WITH THE REMAINING SECTIONS CURRENTLY IN PLACE TO REMAIN UNCHANGED”.

Action:

Motion: Council Member Mello/Second: Council Member Flesher

Moved to consider the ordinance next in line by title only.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Action:

Motion: Council Member Mello/Second: Council Member Flesher

Moved to consider the passage of the second reading and adoption of an Ordinance entitled; “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS, REPEALING, REPLACING, AND/OR AMENDING CERTAIN SECTIONS OF CHAPTER 15.15 OF THE CITY OF WILLOWS MUNICIPAL CODE, TO ADOPT BY REFERENCE AND AMEND CERTAIN PORTIONS OF THE 2019 CALIFORNIA FIRE CODES AND APPROVE THE LOCAL FINDINGS AS SET FORTH IN THE CODES WITH THE REMAINING SECTIONS CURRENTLY IN PLACE TO REMAIN UNCHANGED”.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

b. Consider reading by title only, passage of a second reading and adopting an Ordinance entitled;

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS, REPEALING, AMENDING, AND/OR CREATING SPECIFIC SECTIONS OF CHAPTER 15; SUB SECTIONS; 15.10, 15.11, 15.20, 15.30, 15.35, 15.50, 15.55, 15.60, 15.70, 15.75, 15.80, 15.85, 15.90, 15.91, AND 15.95 OF THE CITY OF WILLOWS MUNICIPAL CODE, AND TO ADOPT BY REFERENCE AND AMEND CERTAIN PORTIONS OF THE 2019 CALIFORNIA STANDARDS CODES”.

Action:

Motion: Council Member Mello/Second: Council Member Flesher

Moved to consider the ordinance next in line by title only.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Action:

Motion: Council Member Mello /Second:

Moved to consider the passage of second reading and the adoption of an Ordinance entitled; "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WILLOWS, REPEALING, AMENDING, AND/OR CREATING SPECIFIC SECTIONS OF CHAPTER 15; SUB SECTIONS; 15.10, 15.11, 15.20, 15.30, 15.35, 15.50, 15.55, 15.60, 15.70, 15.75, 15.80, 15.85, 15.90, 15.91, AND 15.95 OF THE CITY OF WILLOWS MUNICIPAL CODE, AND TO ADOPT BY REFERENCE AND AMEND CERTAIN PORTIONS OF THE 2019 CALIFORNIA STANDARDS CODES".

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Regular Business:

a. By motion, consider refunding Scott Silverthorn \$411.00 for Design Review Application cost for the project located on APN 003-121-001-0.

Scott Silverthorn, Willows resident and business owner spoke regarding is project.

Action:

Motion: Council Member Domenighini/Second: Council Member Mello

Moved to consider refunding Scott Silverthorn \$411.00 for Design Review Application cost for the project located on APN 003-121-001-0.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

- b. By motion, consider the recommendation of Council Member Domenighini and Council Member Mello the appointment to the City of Willows Planning Commission, Dana Owens, Candis Woods and Robert Griffith for terms ending December 31, 2023 and Hilgard Muller to fill the vacant seat of Peggy White which will begin immediately and will expire on December 31, 2021.

Action:

Motion: Council Member Flesher/Second: Vice Mayor Warren

Moved to consider the recommendation of Council Member Domenighini and Council Member Mello the appointment to the City of Willows Planning Commission, Dana Owens, Candis Woods and Robert Griffith for terms ending December 31, 2023 and Hilgard Muller to fill the vacant seat of Peggy White which will begin immediately and will expire on December 31, 2021.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

- c. Adopt a Resolution entitled; "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AWARDING A CONTRACT FOR COMPREHENSIVE PROFESSIONAL PLANNING SERVICES TO WILLDAN AND DIRECT THE INTERIM CITY MANAGER TO NEGOTIATE FINAL TERMS, DURATION, AND CONDITIONS OF THE AGREEMENT".

Action:

Motion: Council Member Domenighini/Second: Council Member Mello

Moved to adopt a Resolution entitled; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS AWARDING A CONTRACT FOR COMPREHENSIVE PROFESSIONAL PLANNING SERVICES TO WILLDAN AND DIRECT THE INTERIM CITY MANAGER TO NEGOTIATE FINAL TERMS, DURATION, AND CONDITIONS OF THE AGREEMENT.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

- d. By Motion, approve the proposal by Coastland for Analysis of In House vs. Contract Wastewater Treatment Plant Operations and appropriate \$11,396 in Sewer Enterprise Funds-318.4120.180.

Mayor Hansen read an email received from Jeff Williams.

Action:

Motion: Council Member Mello /Second: Vice Mayor Warren

Moved to approve the proposal by Coastland for Analysis of In House vs. Contract Wastewater Treatment Plant Operations and appropriate \$11,396 in Sewer Enterprise Funds-318.4120.180.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

e. By Motion, 1) Approve the Non-Renewal of the current contract for wastewater treatment services with Inframark and direct the Interim City Manager to submit notification on non-renewal. 2) Approve the proposal submitted by Coastland for development of a request for proposal (RFP) for contract wastewater treatment services in a not to exceed amount of \$6,560. 3) Appropriate an additional \$6,560 for Sewer Enterprise-Professional Services-318.4120.180.

Mayor Hansen read an email received by Jeff Williams.

Action:

Motion: Council Member Domenighini /Second: Council Member Flesher

Moved to approve the issuance of a notice of non-renewal of the current contract for wastewater treatment services with inframark and direct the Interim City Manager to submit notification on non-renewal.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Action:

Motion: Council Member Domenighini/Second: Vice Mayor Warren

Moved to approve the proposal submitted by Coastland for development of a request for proposal (RFP) for contract wastewater treatment services in a not to exceed amount of \$6,560.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

Action:

Motion: Council Member Domenighini/Second: Vice Mayor Warren

Moved to appropriate an additional \$6,560 for Sewer Enterprise-Professional Services 318.4120.180.

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

- f. Adopt a Resolution entitled;
“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS RETROACTIVELY AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL USDA, RD GRANTS AND LOANS FOR WHICH THE CITY OF WILLOWS IS ELIGIBLE.”

Action:

Motion: Vice Mayor Warren/Second: Council Member Mello

Moved to adopt a Resolution entitled; “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS RETROACTIVELY AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL USDA, RD GRANTS AND LOANS FOR WHICH THE CITY OF WILLOWS IS ELIGIBLE.”

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

- g. Adopt a Resolution entitled;
“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING MASTER LEASE PURCHASE AGREEMENT FOR PURCHASE OF FIRE ENGINE.”

Action:

Motion: Council Member Flesher/Second: Council Member Domenighini

Moved to adopt a Resolution entitled; “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOWS APPROVING MASTER LEASE PURCHASE AGREEMENT FOR PURCHASE OF FIRE ENGINE.”

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

AYES: Flesher, Domenighini, Mello, Vice Mayor Warren, Mayor Hansen

NOES:

ABSENT:

ABSTAIN:

- h. Staff is recommending appointment of a committee of two members of the Council to review applications and/or conduct interviews and recommend appointments to the Library Board of Trustees at the January 14, 2020 City Council Meeting.

After discussion, Council Members Flesher and Domenighini will conduct and recommend appointments to the Library Board of Trustees.

- i. Receive nomination and select Mayor and Vice-Mayor for 2020.

MAYOR NOMINATIONS:

Council Member Domenighini nominated Vice mayor Kerri Warren for Mayor 2020.

VICE-MAYOR NOMINATIONS:

Vice Mayor Warren nominated Larry Domenighini for Vice Mayor 2020.

It was a unanimous 5/0 by the Council to appoint Member Warren as Mayor for 2020 and Member Domenighini as Vice Mayor for 2020.

a. Discuss appointments to various committees/panels for the 2020 calendar year.

COMMITTEE	MEMBER(S)	MEETING DATES/TIME	TERM EXPIRES
*Airport Land Use Committee	Mayor Warren		12/2020
*Glenn County Waste Management Regional Agency	Mello Flesher (Alternate)	3 rd Thursday Quarterly	12/2020
*Transit Committee	Hansen Flesher Mello (Alternate)	3 rd Thursday Monthly 9am	12/2020
*Transportation Commission	Hansen Flesher Mello (Alternate)	3 rd Thursday Monthly following Transit Committee meeting	12/2020
*LAFCO (Term is four years)	Mayor Warren City of Orland (Alternate)		
City Select Committee	Mayor Warren	Annually in January	12/2020
Countywide Mosquito & Vector Committee	Vince Holvick Mayor Warren (Alternate)		06/30/2021
Finance Committee	Mayor Warren Flesher	As needed	12/2020
GCID Voting Delegate	Mayor Warren	As needed	12/2020
League Legislative Delegate	Mayor Warren		12/2020
Library Board	Domenighini		12/2020
3CORE (Formally known as Tri-Counties Economic Development Committee)	Mayor Warren Mello (Alternate)		12/2020
CDBG Loan Committee	Mayor Warren Mello	As needed	12/2020
Public Safety (Police & Fire) Committee	Hansen Flesher	As needed	12/2020
City & Counties Economic Development Steering Committee	Domenighini Mayor Warren Hansen (Alternate)		12/2020
Sustainable Groundwater Management Act (SGMA) Board Committee	Hansen Cal Water	1 st Monday Monthly 1:30 pm	12/2020

The following appointments were determined by Council.

Council/Staff Reports/Comments:

a. Staff Reports/Comments:

- Interim City Manager asked to please be patient with public works as they are picking up leaves as fast as they can.
- Thank you to the public for a great Christmas Light Parade.
- Sheriff Warren presented the Monthly report for Glenn County.

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

Recess to Closed Session:

a. PUBLIC COMMENT-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.

b. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Gov. Code Section §54956.9:

Number of cases: 2

Entered into closed session at 8:18 p.m.

Council reconvened into open session at 8:38 p.m.

Announcement of any action taken in closed session:

Mayor Hansen reported no reportable action.

Adjournment:

The Meeting was adjourned at 8:38 p.m.

Dated: December 17, 2019

Tara Rustenhoven, City Clerk