

MINUTES OF THE CITY OF BIGGS
REGULAR COUNCIL MEETING
COUNTY OF BUTTE, STATE OF CALIFORNIA

November 13, 2012

Call To Order

The regular council meeting was called to order at 6:30 p.m. by Mayor Frith. Vice Mayor Thompson, Council Members Arnold, Bottorff and Sheppard were present. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Engineer Steve Speights, City Planner Scott Friend and City Clerk Roben Dewsnap.

1. **COMMUNITY PARTICIPATION:** Mary Frith informed council that the Christmas tree lighting would be held Saturday, December 1st.
2. **PRESENTATION:** Chris Devine with the Butte County Association of Governments gave a presentation on the Butte Regional Conservation Plan.
3. **CONSENT CALENDAR:**
 - A. Approval of Council Minutes for Regular Meeting of October 9, 2012 and Special Meeting of October 24, 2012.
 - B. Approval of warrants: #8262 – 8275; Z00725 - Z00740, and 26606 - 26692 for the month of October 2012 in the amount of \$285,946.87.
 - C. Acknowledge receipt of Police Department Report for September and October 2012.
 - D. Acknowledge receipt of Animal Control Report for September and October 2012.
 - E. Acknowledge receipt of Biggs Fire Department Report for September and October 2012.
 - F. Appoint the City Administrator as the Alternate Commissioner to NCPA.

Motion/Second to approve the consent calendar. (Bottorff/Thompson, MCU)

4. DEPARTMENT REPORTS:

A. Planning:

1. City Planner Scott Friend reviewed the Planning Activity Report included in the agenda packet.
2. Fence Permits / Implementation of Fence Code Requirements: Mr. Friend addressed the council regarding the City of Biggs fence permit requirements. Mr. Friend had delivered a Fence Permit Application along with a the City's fence code to the occupant of the residence located at 444 B Street and asked the occupant provide this information to the property owner. The property owner, Melodee Thomas, contacted Mr. Friend about the need for a fence permit when replacing an existing fence. She requested this item be placed on the City Council agenda for further discussion.

Melodee Thomas expressed her concerns about the City Code which requires fence permits. She had read the City Code on fence permit requirements and could not find reference to existing fences. She felt charging a fee might discourage people from getting a fence permit and felt the code should be easier to understand.

Council discussed the permit requirements and fee and instructed Mr. Friend to come back with a draft code amendment for further discussion.

B. Engineering:

1. City Engineer Steve Speights reviewed the monthly activity report included in the agenda packet. Council would schedule a street priorities workshop for 5 p.m. on December 13, 2012.

2. Mr. Speights presented a proposal from (PMC) Pacific Municipal Consultants to complete the environmental process for Phase II of the Treatment Plant Improvement Project.

Motion/Second to approve PMC's proposal for tasks 1 – 8 in the amount of \$101,551. (Thompson/Arnold, MCU)

C. Public Safety:

1. Mayor Frith gave a verbal report on public safety which included police activity and sign repairs.
2. City Administrator Mark Sorensen asked council to consider appropriation of up to \$3,500 as a match to a State grant for fire department-related personal protection equipment.

Fire Captain Todd Tindill stated the grant was for \$7000 and \$3500 was already budgeted by the City this year, so no additional funds were being requested.

Motion/Second to adopt by reading of title only, Resolution 2012-22, "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS APPROVING THE DEPARTMENT OF FORESTRY AND FIRE PROTECTION AGREEMENT #7FG12056 FOR SERVICES FROM THE DATE OF LAST SIGNATORY ON PAGE 6 OF THE AGREEMENT TO JUNE 30, 2013 UNDER THE VOLUNTEER FIRE ASSISTANCE PROGRAM OF THE COOPERATIVE FORESTRY ASSISTANCE ACT OF 1978" and approve the Volunteer Fire Assistance Program Agreement #7FG12056 pages 1 – 6." (Thompson/Arnold, MCU)

- D. Sutter Butte Flood Control Agency (SBFCA). Councilmember Bottorff referred to the letter included in the agenda from the Citizens' Assessment District Advisory Committee requesting an expedited review and approval of the Sutter Butte Flood Control Agency's 408 permit application for its Feather River West Levee Project.

E. Pubic Works. Nothing to report.

F. Electric. Nothing to report.

G. BCAG/Air Quality. Nothing to report.

H. Solid Waste. Nothing to report.

I. Mosquito Abatement. Nothing new to report.

J. Other commission reports. Mr. Sorensen attended an informative SCORE conference.

K. City Administrator:

1. Mr. Sorensen asked council to approve a Minute Order related to the Chapter 8 Agreement for APN #001-173-006, 3069 Eighth Street, Biggs, CA, to authorize the City Administrator to draft a letter to and otherwise communicate the City's plans to Butte County and the California State Controller's Office, with the main points as follows:

- Structure is not salvageable and has no value
- Structure is unstable
- Is not secure
- Attractive nuisance
- Presents a public safety risk
- City plans to remove structure
- City plans to sell parcel at fair market value

Motion/Second to approve Minute Order Number 2012-23. (Thompson/Arnold, MCU)

2. Second Street Well Pump: Mr. Sorensen stated the pump contractor was completing reassemble of the pump and plans to install on Thursday. The video inspection of the well did show some minor to moderate amount of material collecting in the screens of the well and it was suggested to “vibe clean” the interior of the well at a cost of \$2700. Council was also asked to determine that an emergency still existed relating to the pump repair.

Motion/Second for the City Council to declare that the emergency described in Resolution 2012-21 still exists, and that there is a need to continue with the action authorized by that Resolution, including the additional expense of the cleaning of the well screens. (Frith/Thompson, MCU)

3. Purchase of Services – Repair and Repave: Mr. Sorensen asked council to consider proposals to repair and repave four road trenches. He had received quotes from three different contractors and recommended Duke Sherwood Contracting to repair and repave four road trenches in the amount of \$7,571.

Citizens Mary Frith stated her concern about major potholes on E Street and questioned why the trenches were being repaved rather than potholes.

Motion/Second to authorize the city administrator to contract with Duke Sherwood Contracting for the repair and repave of four road trenches in the amount of \$7,571. (Arnold/Bottorff, MCU)

4. 10 Year Energy Efficiency Plan: Mr. Sorensen asked council to consider adoption of a 10-year energy efficiency plan.

Motion/Second to adopt by reading of title only, Resolution 2012-20 “ A
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS
ESTABLISHING ENERGY EFFICENCY PROGRAM TARGETS.”
(Bottorff/Thompson, MCU)

5. Encroachment Ordinance: Mr. Sorensen asked council to consider the creation of an Encroachment Ordinance. Council discussed what circumstances would require an encroachment permit. Mr. Sorensen would research this topic and bring back more information for council to consider.

5. INFORMATIONAL:

Citizen's Assessment District Letter included in agenda packet.

6. ADJOURNMENT: Meeting was adjourned at 8:49 p.m.

ATTEST:



Roben Dewsnap, CITY CLERK

APPROVED:



Roger L. Frith, MAYOR