

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

December 11, 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 and City Clerk Roben Dewsnup.

1. **COMMUNITY PARTICIPATION:** Jon Crawford wished to express appreciation for the service Mike Bottorff had given to the community and welcomed new councilmember John Busch.
2. **SPECIAL BUSINESS:** Declare Election Results and Seat New Council Members.
  - A. Motion/Second to adopt Resolution No. 2012-25 "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS RECITING THE FACT OF THE CONSOLIDATED GENERAL ELECTION HELD ON NOVEMBER 6<sup>th</sup>, 2012, DELARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW." (Bottorff/Sheppard, MCU)
  - B. Mayor Firth presented Councilmember Mike Bottorff with a Proclamation of Appreciation for his service.
  - C. City Clerk Roben Dewsnup administered the oath of office to Roger Frith and John Busch.
  - D. City Clerk Roben Dewsnup opened nominations for mayor; Angela Thompson and Roger Frith were nominated.

The vote in favor of Angela Thompson for mayor was 2/3. (Ayes: Arnold, Thompson, Noes: Busch, Frith and Sheppard)

The vote in favor of Roger Frith for mayor was 3/2. (Ayes: Sheppard, Busch, Frith; Noes: Arnold and Thompson)

Ms. Dewsnup opened the nomination for vice-mayor. Bo Sheppard and Angela Thompson were nominated.

The vote in favor of Bo Sheppard for vice-mayor was 3/2. (Ayes: Busch, Frith and Sheppard; Noes: Arnold and Thompson)

E. Commission and Committee Appointments

Mayor Frith appointed the following positions:

Police and Fire: Mayor Frith – Primary, Bo Sheppard – Alternate  
NCPA: Mayor Frith – Primary, All Councilmembers and City Administrator – Alternates  
Public Works: Mayor Frith – Primary, Dough Arnold – Alternate  
Solid Waste Regional Council and LTF: Dough Arnold – Primary, John Busch – Alternate  
Teen Activities Center: Not active  
Employee Relations: Bo Sheppard – Primary, John Busch – Alternate

The following positions were selected by council:

Emergency Services: Roger Frith – Primary, Bo Sheppard – Alternate. MCU  
Sutter Butte Flood Control: Bo Sheppard – Primary, John Busch – Alternate. MCU  
Lodi Energy Participant Committee: Roger Frith – Primary, City Administrator – Alternate. MCU  
Air Quality Management District: Angela Thompson – Primary, John Busch – Alternate. MCU  
BCAG: John Busch – Primary, Angela Thompson – Alternate. MCU  
Butte Basin Water Users Association: Position has been eliminated.  
School Liaison: Roger Frith – Primary, Bo Sheppard – Alternate. MC, Noes: Arnold and Thompson  
Parks: Bo Sheppard – Primary, Angela Thompson – Alternate. MCU  
Economic Development: All councilmembers and city administrator – Primary. MCU  
League of California Cities: Doug Arnold – Primary, Angela Thompson – Alternate. MCU  
SCORE: John Busch – Primary, City Administrator – Alternate. MCU  
Butte Co. Abandoned Vehicle Abatement: Doug Arnold – Primary, City Administrator – Alternate. MCU  
Mosquito Vector Control: Bo Sheppard – Primary, Angela Thompson – Alternate. MCU  
Biggs-Gridley Memorial Hospital JPA: Carol Arnold and Angela Thompson. MCU

**3. CONSENT CALENDAR:**

- A. Approval of Council Minutes for Regular Meeting of November 13, 2012.
- B. Approval of warrants: #8286 – 8290; Z00741 – Z00755, and 26693 – 26757 for the month of November 2012 in the amount of \$266,680.28.
- C. Acknowledge receipt of Police Department Report for September and November 2012.
- D. Acknowledge receipt of Biggs Fire Department Report for November 2012.
- E. Acknowledge receipt of City Accountant's Compilation Report for September and October.

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

**4. DEPARTMENT REPORTS:**

**A. Planning:**

- 1. The Planning Activity Report was included in the agenda packet.

**B. Engineering:**

- 1. City Engineer Steve Speights reviewed the monthly activity report included in the agenda packet.

**C. Public Safety:**

Assistant Chief Dean Price gave a brief report on police issues in Biggs.

**D. Sutter Butte Flood Control Agency (SBFCA). Nothing to report.**

**E. Pubic Works. Nothing to report.**



- F. Electric. Mayor Frith reported on electric issues related to the City of Biggs.
- G. BCAG/Air Quality. Nothing to report.
- H. Solid Waste. Nothing to report.
- I. Mosquito Abatement. Vice-mayor Sheppard reported the Mosquito Vector Control office was open Monday through Thursday.
- J. Other commission reports. Nothing to report.
- K. City Administrator:

- 1. City Administrator Mark Sorensen asked council to consider declaring certain equipment as surplus and authorize sale of the equipment. The list of equipment was included in the staff report.

Vice-mayor Sheppard stated he did not have a clear understanding of why the equipment did not work.

Resident Mary Frith stated she had experience selling surplus equipment and was willing to help.

After council discussion, Mayor Frith encouraged council to look at the condition of the equipment to clear up questions and concerns.

Motion/Second to declare the listed equipment as surplus and authorize the city administrator to sell the equipment to the highest bidder in accordance with city policy regarding the sale of surplus assets. (Thompson/Busch, MCU)

- 2. Revision to Personnel Manual – Health Insurance.

Mr. Sorensen asked council to consider defining when employees must make contribution payments to their health care, define a written notice and non-payment grace period, and define when the City may cancel the coverage due to lack of employee contribution payment.

Nonpayment could occur in the cases of an employee being on unpaid leave and failing to pay their portion of health insurance benefits, or if an employee revokes their payroll deduction of health care premiums.

Motion/Second to add “Section 5, Employee Contributions” to page EB-4 of the City of Biggs Personnel Manual titled “Health Insurance”. (Thompson/Sheppard, MCU)

- 3. Scheduling of Council/Staff Workshop

Council was asked to consider scheduling a previously approved Council/Staff Workshop with Mr. Blacklock.

Council agreed to January 22, 2013 at 4 p.m. with January 29 as a second option.

## 5. INFORMATIONAL:

Marlee Mattos informed council that a “Secret Santa” had paid two months of bills for three families in the City of Biggs.

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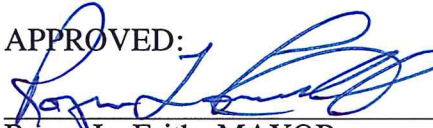
December 11, 2012

6. **CLOSED SESSION:** Council adjourned to closed session at 8:12 p.m.
7. **RESUME REGULAR SESSION:** Council resumed the regular session at 9:29 p.m. with no announcement.
8. **ADJOURNMENT:** The meeting was adjourned at 9:29 p.m.

ATTEST:

  
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Roben Dewsnap, CITY CLERK

APPROVED:

  
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Roger L. Frith, MAYOR