

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

August 12, 2014

Call To Order

The regular council meeting was called to order at 6:15 p.m. by Mayor Frith. Vice Mayor Sheppard, Council Members Busch and Thompson were present. Council Member Arnold arrived at 6:25 p.m. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Planner Scott Friend, City Engineer Brian Martin and City Clerk Roben Dewsnup.

**2. CLOSED SESSION:**

A. Closed session pursuant to Government Code Section 54956.8  
CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: Assessor parcel numbers 022-140-004  
Agency negotiator: Mark Sorensen  
Negotiating parties: M. Robert & Phyllis J. Ching

B. Closed session pursuant to Government Code Section 54956.8  
CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: Assessor parcel numbers 022-140-009, 022-140-010, 022-140-011  
Agency negotiator: Mark Sorensen  
Negotiating parties: Biggs Business Trust, et al.

**3. RESUME REGULAR SESSION:** Council resumed regular session at 6:30 p.m. with no announcement.

**1. COMMUNITY PARTICIPATION:** Resident Mary Frith expressed her appreciation to council for their support with National Night Out.

**4. CONSENT CALENDAR:**

- A. Approval of Council Minutes for Regular Meeting July 8, 2014.
- B. Approval of warrants: 8532 – 8542, Z01091 – Z01109, and 27956 – 28103 for the months of June and July 2014 in the amount of \$1,230,295.22.
- C. Acknowledge receipt of Gridley-Biggs Police Department Report for the months of June and July 2014.
- D. Acknowledge receipt of Accountant's Compilation Report as of May 2014.
- E. Approve Resolution No. 2014-16, "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING THE 'GANN' APPROPRIATION LIMIT FOR FISCAL YEAR 2014-2015."
- F. Informational: Authority to modify or amend waste water debt documents due to increase in construction costs.

Motion/Second to approve the consent calendar as presented. (Thompson/Arnold, MCU)

**5. DEPARTMENT REPORTS:**

A. Planning:

Planning / Code Enforcement: Mr. Friend reviewed the Activity Report for July 2014 / August 2014 included in the agenda packet.

Mayor Frith allowed additional public comment by Jeffrey Donnelly. He stated he had been hired by Green Carbon Nexus and would be working with Thor Baily to bring business to Biggs. He would like to give a presentation to council at a later date.

B. Engineering:

1. Department Activity Report: City Engineer Brian Martin reviewed the monthly activity report included in the agenda packet.
2. Policy for Approving Construction Contract Change Orders.

Mr. Martin asked Council to approve a policy that provides the city administrator and the city engineer the authority to approve construction contract change orders.

Motion/Second to authorize the city administrator and the city engineer to approve construction contract change orders in an amount not to exceed \$50,000 each with a summary report of said change order provided to the Council at the next Council meeting. (Sheppard/Arnold, MCU)

3. Task Order No. 23 to the Engineering Services Agreement Dated June 11, 2011.

Mr. Martin informed Council the Engineering Services Contract Schedule of Fees is proposed to be increased from \$93 to \$105 per hour with special city assignments from \$108 to \$120 per hour. The contract fee for Fiscal Year 2014-2015 would remain at \$30,000.

Motion/Second to authorize the city administrator to execute Task Order No. 23. (Frith/Thompson, MCU)

4. Task Order No. 24 in the amount of \$93,161 and authorize the City Administrator to execute the Task Order.

Mr. Martin asked council to approve an additional \$93,161 for the Sixth Street Bridge Construction Project due to additional engineering construction management, site documentation and permit coordination for additional construction work and permit changes.

Motion/Second to approve Task Order No. 24 in the amount of \$93,161. (Arnold/Thompson, MC, Noes: Busch)

- C. Public Safety. Police Chief Dean Price and Fire Captain John Sprague gave verbal updates to Council
- D. Sutter Butte Flood Control Agency (SBFCA). No regular meeting to report on.
- E. Pubic Works. Discussed earlier in meeting.
- F. Electric. Verbal report by Mayor Frith.
- G. BCAG. Verbal report by Councilmember Busch.
- H. Air Quality. Verbal report by Councilmember Busch.
- I. Solid Waste. No report.

- J. Mosquito Abatement. Vice Mayor Sheppard reported West Nile Virus is still spreading.
- K. Other commission reports. None.
- L. City Administrator.

- 1. Contract for Services with Schwartzer & McPherson Law Firm. Mr. Sorensen asked Council to consider authorizing a contract for services with Schwartzer & McPherson Law Firm to assist in the purchase of three parcels of vacant land for a municipal wastewater treatment plant.

Motion/Second to Authorize Mayor and City Administrator to contract for services with Schwartzer & McPherson Law Firm. (Sheppard/Arnold, MCU)

- 2. Project Approval – Acquire Land for Second Street Well Site.

Mr. Sorensen asked Council to consider granting him the authority to move forward with a project to acquire additional land for the Second Street well site.

Motion/Second to authorize the city administrator to proceed with the project to acquire additional land for the Second Street well site, not to exceed \$12,000. (Arnold/Thompson, MCU)

- 3. Issuance of a Request for Proposals to Demolish and Remove the City-Owned Residential Dwelling at 3069 Eighth Street.

Mr. Sorensen requested authorization and direction from Council to prepare and circulate a Request for Proposal (RFP) for services to demolish and remove the city-owned residential dwelling at 3069 Eighth Street.

Motion/Second direct staff to issue an RFP. (Frith/Sheppard, MCU)

- 4. Review of Municipal Code Section 10.30.

Mr. Sorensen asked Council to review the City's utility billing policies and direct staff regarding future discussion areas and/or desired changes to the Municipal Code.

Council agreed to continue with the City's practice to request a deposit of 3 times the average monthly electric charges and to raise the minimum deposit to \$150. Council discussed the option of re-establishing a deposit if the account goes to shut-off. Mr. Sorensen would bring this item back for Council approval.

- 5 Northern California Joint Pole Association Membership.

Mr. Sorensen asked Council to consider authorizing the City of Biggs to join the Northern California Joint Pole Association.

Motion/Second to approve Resolution No. 2014-18 "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS SEEKING CITY MEMBERSHIP IN THE NORTHERN CALIFORNIA JOINT POLE ASSOCIATION AND DIRECTING STAFF TO SUBMIT APPLICATION." (Thompson/Sheppard, MCU)

6. Parking Violations and Fee Schedule.

Mr. Sorensen asked Council to consider approving an Ordinance to affect changes to City Municipal Code related to parking violations and to approve changes to the associated fee schedule.

Council agreed to strike item 7 – Advertising Sign from the Resolution.  
Council suggested changing No. 8 on the Parking Violation Citation to Blocking a Driveway.

Council discussed parking recreational vehicles on the road.

Motion/Second to adopt Resolution No. 2014-19 “A RESOLUTION OF THE CITY OF BIGGS ADOPTING PARKING VIOLATION FINE SCHEDULE.”  
(Frith/Thompson, MCU)

Motion/Second to introduce first reading of Ordinance No. 402 with noted changes  
“AN ORDINANCE OF THE CITY OF BIGGS AMENDING CHAPTER 8.15 OF THE BIGGS MUNICIPAL CODE TO SET FORTH PARKING VIOLATIONS.” (Frith/Sheppard, MCU)

6. **INFORMATIONAL:** No report.

7. **ADJOURNMENT:** The regular meeting was adjourned at 10:50 p.m.

ATTEST:

  
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Roben Dewsnap, CITY CLERK

APPROVED:

  
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Roger L. Frith, MAYOR