

MINUTES OF THE CITY OF BIGGS
REGULAR COUNCIL MEETING May 12, 2020
COUNTY OF BUTTE, STATE OF CALIFORNIA

Call to Order

The regular council meeting was called to order via videoconference at 6:30 p.m. by Mayor Sheppard. Vice Mayor Thompson, Councilmembers Bassett, Busch and Frith and were present. Staff present: City Administrator Mark Sorensen, City Attorney Greg Einhorn, City Planner Bob Summerville, City Engineer Trin Campos, and City Clerk Roben Benish.

1. **MEETING CALLED TO ORDER:** By Mayor Sheppard.

2. **ROLL CALL:**

Present: Bassett, Busch, Frith, Thompson and Sheppard.

Absent: None.

3. **PUBLIC COMMENT:** None.

4. **PRESENTATION:** Independent CPA David Bruner addressed Council regarding the Annual Audit of Fiscal Year ending June 30, 2019 and said the City was in good shape.

Motion/Second to accept the Annual Audit Report of Fiscal Year ending June 30, 2019.
(Frith/Thompson, MCU)

5. **CONSENT CALENDAR:**

- A. Approval of warrants: 347824– 34973, Z02355 – Z02392 for the months of March and April 2020 in the amount of \$1,138,441.67.
- B. Approve minutes for City Council meetings of March 10, 2020 and April 14, 2020.
- C. Approval second reading of Ordinance No. 420, “AN ORDINANCE OF THE CITY OF BIGGS IMPOSING A BAN ON THE ESTABLISHMENT OF NEEDLE EXCHANGE PROGRAMS WITHIN THE CITY OF BIGGS.”

Motion/Second to accept the consent calendar. (Thompson/Bassett, MCU)

6. **DEPARTMENT REPORTS:**

A. Planning: Monthly Activity Report and Project Updates by Bob Summerville.

B. Engineering:

- 1. City Engineer Trin Campos reviewed the Monthly Activity Report.
- 2. Mr. Campos advised Council that to be eligible for SB1 – Road Maintenance and Rehabilitation Account (RMRA) funding, statute requires cities and counties provide a basic annual RMRA project report to the California Transportation Commission.

Motion/Second to adopt Resolution No. 2020-07. "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIGGS ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2020-21 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017." (Sheppard/Frith, MCU)

3. Mr. Campos asked Council to consider Task Order No. 28 to the Engineering Services Agreement dated September 1, 2016 regarding Biggs Wastewater Treatment Plant Aerator Upgrades.

Motion/Second to authorize the city administrator to execute Task Order No. 28 for Biggs Wastewater Treatment Plant Aerator Upgrades at an estimated cost of \$85,000. (Thompson/Frith, MCU)

4. Mr. Campos asked Council to consider Task Order No. 29 to the Engineering Services Agreement dated September 1, 2016 regarding procurement of equipment for the Biggs Wastewater Treatment Plant Tailwater Pump.

Motion/Second to authorize the city administrator to execute Task Order No. 29 and procure equipment for the Biggs Wastewater Treatment Plant Electric Tailwater Pump at an estimated cost of \$52,000. (Frith/Busch, MCU)

5. Mr. Campos asked Council to consider Task Order No. 27 to the Engineering Services Agreement dated September 1, 2016 regarding the Biggs Wastewater Treatment Plant Phase 2 project extension of Construction Management Services.

Motion/Second to authorize the City Administrator to execute Task Order No. 27 for the Biggs Wastewater Treatment Plant Improvements Phase 2 Extended Construction Management Services at an estimated cost of \$64,926. (Thompson/Frith)

- C. Public Safety. No report.
- D. Sutter Butte Flood Control Agency (SBFCA). Mayor Sheppard.
- E. Public Works. No report.
- F. Electric. Verbal report by Councilmember Frith.
- G. BCAG. Vice Mayor Thompson
- H. Air Quality. Vice Mayor Thompson
- I. Solid Waste. Verbal report by Councilmember Bassett.

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J. Mosquito Abatement. Verbal report by Mayor Sheppard.

K. SCORE. No report.

L. LAFCo. Verbal report by Mayor Sheppard.

M. Biggs Unified School District. Verbal report by Councilmember Thompson

N. Other commission reports. None.

O. City Administrator.

1. Mr. Sorensen asked Council to consider approval of release of a Request for Proposals to solicit proposals for the Wastewater Project Farming Lease.

Motion/Second to authorize the city administrator to release the request for proposals for tenant farming. (Busch/Sheppard, MCU)

2. Mr. Sorensen asked Council to consider review of the City Ordinance and Policy related to Utility Accounts and Billing.

Council agreed to table this item.

7. INFORMATIONAL: Council suggested scheduling an ad hoc meeting to discuss the downtown banners.

8. ADJOURNMENT: Council adjourned the regular meeting 8:05 p.m.

ATTEST:

APPROVED:

Roben Benish, CITY CLERK

James T. Sheppard, MAYOR