



# CITY OF RED BLUFF

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## CITY COUNCIL

### MINUTES

**Date of Meeting:** Tuesday, July 16, 2013  
**Time of Meeting:** 7 p.m. Regular Meeting  
**Place of Meeting:** Council Chambers, City Hall  
555 Washington Street  
Red Bluff, CA 96080

### **Council Members Present:**

City Council Minutes

July 16, 2013

Page 1 of 21

The City of Red Bluff is an equal opportunity provider

Wayne Brown, Mayor  
Daniele Jackson, Mayor Pro Tem  
Rob Schmid  
Clay Parker

## **Staff Present:**

Rick Crabtree, City Manager/City Attorney

Sandy Ryan, Finance Director

Bruce Henz, Public Works Director

Donna Gordy, City Treasurer

Jon Bennett, Fire Chief

Vi Cobb, Deputy City Clerk

Scot Timboe, Planning Director

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

## **PLEDGE OF ALLEGIANCE:**

City Council Minutes

July 16, 2013

Page 3 of 21

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Mayor Brown led the pledge of allegiance and the assembly joined in.

**CITIZEN'S COMMENT:**

Floyd Adcock expressed his concerns regarding part-time employees not receiving raises, as everybody else receives raises with the exception of part-time employees. City Manager Rick Crabtree will visit Mr. Adcock's concerns in the future.

Pat Johnston expressed her thanks to Rick Crabtree and Scot Timboe for all the help with the clean up in the slough. She stated that she still has concerns regarding the homeless and that she would like to see a camp for the helpless, and suggested the old Child Support Services Building. Ms. Johnston also stated that she felt that city employee raises should go towards the homeless.

Lacy Strickland expressed her concerns regarding the homeless and that she also fears the homeless.

Mayor Brown agrees that something needs to be done.

Rob Schmid stated that he would like the City Council to reconsider additional help in the Wastewater Collections Department.

## **PRESENTATIONS:**

### **1. PRESENTATION - EMPLOYEE LONGEVITY RECOGNITION**

City employees are recognized for their length of service in 5 year increments on a quarterly basis. Following is a list of employees to be recognized for their service to the City as of June 30, 2013:

<u>Employee</u>	<u>Department</u>	<u>Date of Hire</u>	<u>Years of Service</u>
William Spillman	Public Works	5/24/93	20
David Griffiths	Fire	4/27/98	15
Mark Moyer	Fire	4/01/08	5
Sean Baxter	Police	5/12/08	5

Mayor Brown recognized Sean Baxter and Mark Moyer. William Spillman and David Griffiths were unable to attend.

## **CONSENT AGENDA:**

Councilmember Schmid requested that item 2 on the Consent Agenda be pulled for questions.

M/S/C Jackson, Parker to approve the remainder of the Consent Agenda.

AYES: Councilmembers Brown, Jackson, Parker  
and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **1. APPROVAL OF MINUTES**

a. **July 2, 2013**

b. **July 8, 2013 – Special Meeting**

*Approved 4-0-0*

## **2. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS - JUNE 2013**

### **Recommendation:**

That the City Council accepts the Open Market Purchases and Contract Awards for June 2013.

Pursuant to the City of Red Bluff's Code, Section 2.67-2, the Purchasing Officer shall, at least monthly, prepare and submit a report to the City Council of all open market purchases & contract awards made for the preceding month. Above is a list of purchases and awards for June of 2013 with the amount of the bid and the dates for the purchase of materials, supplies and services required by the City's departments and approval by the Purchasing Officer. Unless otherwise noted, the awards were to the lowest responsible bidders and bids were in compliance with City specifications/requirements. All bids awarded were within the appropriations approved for them by the City Council in the current Annual Budget.

Councilmen Schmid requested and received clarification on the banners purchased.

M/S/C Schmid, Jackson to approve the report regarding open market purchases and contract awards – June 2013.

AYES: Councilmembers Brown, Jackson, Parker  
and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **3. INTEGRATED WASTE MANAGEMENT TASK FORCE CITIZEN MEMBERS**

#### **Recommendation:**

That the City Council approves the appointments of Forrest Flynn, Ron Warner and Betty Morales to the Integrated Waste Management Task Force with terms to expire 3/31/2014.

The Tehama County Board of Supervisors makes the appointments to the Integrated Waste Management Task Force once each year, or as vacancies occur.

*Approved 4-0-0*

### **CURRENT BUSINESS:**

An item for consideration has been brought to the City Council's attention for immediate action by the City Council. This issue arose after the completion and posting of the City Council Agenda and can be added to the Agenda by a minimum 3 out of 4 votes of the City Council. It has been determined by staff that action on this item cannot wait until the next City Council Meeting date of August 6, 2013.

Item for consideration:

### **URGENT LATE ADDITION TO AGENDA – CDBG PUBLIC HEARING**

Recommendation:

Approve adding an additional late item to the July 16, 2013 City Council Agenda.

The City is required to annually conduct a public hearing and review of its Grantee Performance Report regarding the City's management of CDBG funded Homebuyer Assistance and Rehabilitation Loans. The public hearing was noticed in the newspaper to occur on July 16, 2013 at 7:00 pm, but was inadvertently omitted from the agenda.

Staff recommends and requests that the Public Hearing and review of the CDBG funded Homebuyer Assistance and Rehabilitation Loans be added to the agenda.

M/S/C Jackson, Schmid, to add this item to Current Business as #E4.

AYES: Councilmembers Brown, Jackson and Schmid

NOES: Councilmember Parker

ABSENT OR NOT VOTING: None

## **1. WATER SUPPLY AND SYSTEM SAFEGUARD EQUIPMENT**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City council authorize the Public Works Director to advertise for Bid Proposals for the provision of the equipment necessary for the mechanical injection of an appropriate chlorination dose (Sodium Hypochlorite) at each of the active City supply wells.

The City recently received a citation from the California Department of Public Health for test results in April and May of 2013 which exceeded the State standards for total coliform MCL. While not an emergency (i.e., there is no need to boil the tap water), the elevated presence of coliform bacteria is an indicator of potential problems in our drinking water delivery system.

The State has the authority to issue correction orders, notice orders and penalties of up to \$1,000/day. The State ordered that future testing and monitoring results comply with State law and

stated that “the City should consider implementing system disinfection as a precautionary measure to prevent bacteriological problems in the future.”

An informational Staff Report was presented to the City Council at the June 4<sup>th</sup> 2013 meeting. This report requests authorization to proceed with the bid process.

Councilmembers had concerns about testing and the way it is done. Councilmember Jackson wanted to know if it would be sent out to bid, install the equipment and then chlorine would only be used if something happened with the test.

Mr. Henz stated it would be permanently added.

Mayor Brown wanted to know if the City added chlorine would there be public notice.

Mr. Henz said that they were not approving the chlorine just the equipment.

Councilmember Jackson wanted to know how much money we are spending for testing.

Mr. Henz reported that testing is being done at a lab out of Chico at present.

Pat Johnston wants to know what is contaminating the well.

Mr. Henz' said the City wells have no contaminations.

Councilmember Schmid was questioning about harmful bacteria.

Councilmember Parker said we have been warned and in the future we can be fined. If we are aware of problems and could have the equipment in place, it could help people with their health issues.

Motion by Councilmember Parker to authorize the Public Works Director to advertise for Bid Proposals for the provision of the equipment necessary for the mechanical injection of an appropriate chlorination dose (Sodium Hypochlorite) at each of the active City supply wells died for a lack of a second.

Item will be brought back for further discussion at a later date.

## **2. MANAGEMENT SALARY CHANGES**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council approve the proposed revised salaries.

The approved 2013/2014 Budget included allocations for a 3% salary increase for Department Heads and Mid-Management employees. The proposed salary increases would implement those increases.

Councilmember Jackson wanted to know if the last paragraph on page 1 requested capped out salary ranges to be adjusted up 3%. Councilmember Jackson wanted to know if new employees coming in would get the adjusted 3% if ranges were changed. City Manager/Attorney confirmed that they would.

Pat Johnston made a public comment that raises should be used for other things to be fixed and repaired in the City.

Councilmember Schmid asked Finance Director, Sandy, what the current reserve was. He is concern about the raises in the future and how it will affect the City.

City Manager/Attorney stated it is difficult to see what will happen in a year from now.

Mayor Brown stated that Mr. Crabtree has done just about everything that the Council has asked him to do.

M/S/C Jackson motioned to accept the (5) proposed salary increases, but with the stipulation that salary ranges do not change and a second by Parker.

AYES: Councilmembers Brown, Jackson and  
Parker

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: none

### **3. APPROVAL OF WARRANT LIST**

#### **Recommendation:**

That the City Council Approve Check Warrant No. 75831 through 76105 dated June 1, 2013 through June 30, 2013.

This is a normal procedure per California Government code section 41004 and General Warrants need to be approved by the City Council regularly.

Councilmember Parker questioned about the purchase of service dog tags. Finance Director informed Parker that tags were purchased and provided at the front counter in the Finance Department.

M/S/C Jackson, Parker to approve Check Warrant No. 75831 through 76105 dated June 1, 2013 through June 30, 2013.

AYES: Councilmembers Jackson, Parker and  
Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember  
Brown (abstained)

#### **4. CDBG ANNUAL GRANTEE PERFORMANCE REPORT FOR FISCAL YEAR ENDING JUNE 30, 2013**

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council Open Public Hearing, Receive Public Comment(s), Close Public Hearing, and Direct Staff to submit GRP.

Over the years the City of Red Bluff has been successful in receiving grant funding under the State Community Development Block Grant Program (CDBG) and a portion of these funds has provided housing loans to the community. These loans have been made in the form of Homebuyer Assistance and Rehabilitation Loans.

The repayment of these loans generates Program Income funds that can be reused in the community for CDBG eligible projects and to continue to fund housing program activities.

As part of the agreement with the State of California, the City is required to submit an Annual Grantee Performance Report (GPR) to the State at the end of each fiscal year for all open grants and Program Income. The GPR is used by the State to report grant accomplishments and benefits that have been implemented for that year. A Public Hearing to review the accomplishments of each program is required.

Mayor Brown opened the Public Hearing at 8:28 p.m. and receiving no comments closed at 8:28 p.m.

M/S/C Schmid, Jackson to approve grant funding under the State Community Development Block Grant Program.

AYES: Councilmembers Brown, Jackson, Parker  
and Schmid

NOES: None

ABSENT OR NOT VOTING: None

**STAFF ITEMS:** None

**COMMITTEE REPORTS/COUNCIL COMMENTS:**

***Reports by City Council members on the activities of their assigned agencies and/or committees.***

Local Agency Formation Commission (LAFCO) –  
*no meeting*

3 Core - *none*

Tehama County Transportation Commission –  
*no meeting*

Downtown Red Bluff Business Association – *no meeting*

Community Action Agency – *next meeting*  
*Thursday, July 18, 2013*

Tehama Economic Development Corporation –  
*no meeting*

Tehama County Sanitary Landfill JPA I – *no meeting*

Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II –  
*next meeting Monday, July 22, 2013, discussing the approval of the Waste Connections contract*

## **ADJOURNMENT:**

There being no further business Mayor Brown adjourned the meeting at 8:33 p.m. until the meeting of August 6, 2013 at 7 p.m.

*s/b Wayne Brown, Mayor*

ATTEST:

*s/b Jo Anna Lopez, City Clerk*