

CITY OF BISHOP
CITY COUNCIL MINUTES
JANUARY 14, 2013

CALL TO ORDER	Mayor Smith called the meeting of the Bishop City Council to order at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.
INVOCATION	The invocation was given by Pastor David Fairley of Youth With a Mission followed by the Pledge of Allegiance led by Councilmember Stottlemyre.
COUNCIL PRESENT	Councilmembers David Stottlemyre, Pat Gardner Mayor Pro Tem Jim Ellis Mayor Laura Smith
COUNCIL ABSENT	None
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Denise Gillespie, Assistant City Clerk Peter Tracy, City Attorney Ray Seguine, Fire Chief Chris Carter, Police Chief David Grah, Public Works Director/City Engineer Cheryl Solesbee, Assistant Finance Director
PUBLIC COMMENT	The Mayor announced the public comment period. Keith Glidewell, city resident, announced his ongoing interest in serving on the City Council and will be putting his name in for consideration for appointment once the process has been determined.
DEPARTMENT HEAD REPORTS (1)	Reports from Administration, Community Services, Fire, Police, and Public Works were given on the departments' activities including upcoming and ongoing projects.
CONSENT CALENDAR (2)	A motion was made by Councilmember Stottlemyre and passed 4-0 , to approve the Consent Calendar as presented:
Motion/Stottlemyre	FOR APPROVAL AND FILING (a) Study Session Minutes - 11/26/12 (b) Council Meeting Minutes– 11/26/12 (c) Study Session Minutes – 12/10/12 (d) Council Meeting Minutes – 12/10/12 (e) Warrant Register – December 2012 (f) Statement of Fund Transactions 7/1/12 – 12/31/12 (g) Investment Portfolio – November 2012 (h) Sunrise Mobile Home Replacement Reserve Account Statement of Fund Transactions 7/1/12 – 12/31/12

FOR INFORMATION AND FILING

- (i) Planning Commission Meeting Cancellation Notice 12/26/12
- (j) Water and Sewer Commission Meeting – 1/8/13
- (k) Fire Department Activity Log – December 2012
- (l) Police Department Patrol Statistics – Nov-Dec 2011/2012
- (m) Building Permits Report – December 2012
- (n) Water/Sewer Monthly Fund Balances 2012-2013

NEW BUSINESS

ALCOHOLIC BEVERAGE LICENSE APPLICATION
Black Sheep Coffee Roasters
(3)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 4-0 to approve a determination that a public convenience or necessity would be met by approving the Black Sheep Coffee Roasters LLC On-Sale Beer license for 232 North Main Street and authorized the appropriate notification be sent to the Department of Alcoholic Control.

RESIGNATION of Councilmember Jeff Griffiths

A letter of resignation from the City Council was received from Jeff Griffiths on December 31, 2012. According to City Attorney Tracy, the Council has 60 days to fill the vacancy by appointment or call for a special election.

PROCESS TO FILL COUNCIL VACANCY
(4)

Discussion was held to determine the process for filling the Council vacancy. Mayor Smith stated the Council wants to avoid holding a special election. No agreement was made on what process will be used and further discussion will be agendized for the next Council meeting.

REQUEST TO ADVERTISE – Purchase of Grit Equipment – Public Works
(5)
Motion/Gardner

On a motion by Councilmember Gardner, the Council voted 4-0 to approve the advertisement for the purchase of grit equipment for the Sewer Plant Headworks Project.

AUTHORIZATION TO PURCHASE – Fiberglass Grating – Public Works
(6)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 4-0 to approve the purchase of fiberglass grating for the Sewer Plant Headworks Project from McNichols Co. of Seattle, Washington in the amount of \$2,677.32 plus taxes if required.

BID AWARD
First Street Drainage Project
(7)

Councilmember Stottlemyre recused himself from discussion and action on the First Street Drainage Project due to ownership of property located within 500 feet of the property to be discussed. He left the Council Chambers for the duration of discussion and action on this agenda item.

Public Works Director Grah reported that six bids were received for the First Street Drainage Project. V & C Construction from Minden, Nevada remained the lowest responsive bidder after calculating the Local and Small Business Preferences.

Truhls Concrete, Bishop	\$31,500
Conspec, Lee Vining	\$50,757
V&C Construction, Minden, NV	\$29,000
Hawkeye Enterprises, Bishop	\$52,356
Kendall Engineering, Bishop	\$41,468
Doug Clair, Bishop	\$30,452

Motion/Ellis Councilmember Ellis made a motion to award the First Street Drainage Project construction contract to V & C Construction; authorized the execution of the construction contract with V & C; and authorized the expenditure of up to \$30,450 through the construction contract. Motion passed 3-0 with Stottlemyre disqualified.

Stottlemyre returned to the Council table.

EQUIPMENT REPAIRS
Public Works Backhoe
(8)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 4-0 to approve the repair of the City backhoe transmission by Britt's Diesel of Bishop quoted at \$7,070.96 and authorized the necessary budget adjustments.

HIRING FREEZE WAIVED
2013 Seasonal Employees
(9)
Motion/Gardner

On a motion by Councilmember Gardner, the Council voted 4-0 to waive the hiring freeze to advertise and fill 6 part-time seasonal park helpers and 20 aquatics personnel.

JOB DESCRIPTION
UPDATE – Assistant City
Clerk
(10)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 4-0 to approve the update to the Assistant City Clerk job description as presented.

**BUDGET ADJUSTMENTS/
TRANSFERS FY 2012-13**
(11)
Motion/Smith

On a motion by Mayor Smith, the Council voted 4-0 to approve the budget adjustments and transfers for Fiscal Year through December 31, 2012 as presented.

2011-12 PROPOSITION 4
California Constitution
Article XIII B Appropriations
Limit
(12)
Motion/Stottlemyre

On a motion by Councilmember Stottlemyre, the Council voted 4-0 to set the schedule for review and adoption of the 2011-2012 Proposition 4 Appropriations Limit:

1. Give immediate notice of the initial public review period of January 15 - February 11, 2013.
2. Set a public hearing at the Council meeting of February 11, 2013.
3. Set February 11, 2013 as the scheduled date for final adoption.

CITY OF BISHOP
FINANCIAL STATEMENT
AUDITS FY 2011-12

On a motion by Councilmember Gardner, the Council voted 4-0 to accept the City of Bishop Financial Statement/Audit for Fiscal Year 2011-2012.

(13)
Motion/Gardner

SUNRISE MOBILE HOME PARK – Final Audit
FY 2011-12

On a motion by Councilmember Stottlemyre, the Council voted 4-0 to accept the City of Bishop Sunrise Mobile Home Park Final Audit for Fiscal Year 2011-2012.

(14)
Motion/Stottlemyre

MAYORAL COMMITTEE APPOINTMENTS 2013

On a motion by Mayor Smith, the Council voted 4-0 to make the following modifications to the Committee/Agency Assignments for 2013 in order to provide City of Bishop representation for upcoming meetings. Other assignments will be made after the Council vacancy has been filled.

(15)
Motion/Smtih

- Desert Mt. Division – Gardner
- Indian Gaming Local Community Benefit Committee – Stottlemyre
- L.A.F.C.O. – Ellis, Gardner, Smith (alternate)
- Eastern Sierra Transit Authority – Smith, Stottlemyre

COUNCIL REPORTS

Councilmembers reported on committee meetings and announced upcoming community events. No action was taken.

ADJOURNMENT

The Mayor adjourned the meeting at 8:12 p.m. to the Study Session scheduled for Monday, January 28, 2013 at 4:00 p.m. in the City Council Chambers.

LAURA SMITH, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

APPROVED BY COUNCIL JANUARY 28, 2013