



Lassen County

Meeting Minutes

Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

DISTRICT 1 - MIKE SCANLAN; DISTRICT 2 - GARY BRIDGES - VICE CHAIRMAN; DISTRICT 3 - TOM NEELY - CHAIRMAN; DISTRICT 4 - AARON ALBAUGH; DISTRICT 5 - JASON INGRAM

Tuesday, June 24, 2025

10:00 AM

Bieber Veterans Memorial Hall
657-575 Bridge Street
Bieber, CA 96009

10:09 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Maury Anderson, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

Present: 5 - Mike Scanlan, Gary Bridges, Tom Neely, Aaron Albaugh and Jason Ingram

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session item:

- 1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Ginno Construction, Inc. v County of Lassen; Lassen County Superior Court Case No. 2025-CV0076708.

CLOSED SESSION

Closed session was held from 10:09 a.m. - 10:27 a.m.

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: CAO Anderson, County Counsel Uhrhammer, and Deputy Clerk of the Board Yderraga.

Deputy CAO Samantha McMullen was present from 10:09 a.m. - 10:27 a.m.
Director of Public Works Pete Heimbigner was present from 10:09 a.m. - 10:27 a.m.

Deputy Director of Public Works Kayla Neely was present from 10:09 a.m. - 10:27 a.m.

RECESS: 10:27 a.m. - 10:30 a.m.

10:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute, invocation was offered by Supervisor Scanlan.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

County Counsel Uhrhammer announced the following closed session item:

Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Ginno Construction, Inc. v County of Lassen; Lassen County Superior Court Case No. 2025-CV0076708.

Direction to staff was given.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

A motion was made by Supervisor Bridges, seconded by Supervisor Albaugh, that this Agenda be approved. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

PUBLIC COMMENTS

Cathy Banwarth: Discussed wolves.

Supervisor Neely stated the item was agendized and she could speak during public comment at that time.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Ingram: 1) Spoke at the Susanville Indian Rancheria (SIR) POW-WOW; 2) attended an unauthorized gathering in the woods similar to the Rainbow Family event; 3) attended a Lassen Transit Service Agency (LTSA) meeting; 4) attended a Lassen County Transportation Commission (LCTC) meeting; 5) will be attending a Sierra Alliance meeting.

Supervisor Albaugh: 1) Attended transportation meetings; 2) apologized for not effectively contacting constituents to attend the board meeting today; 3) announced Rural County Representatives of California (RCRC) would be having a meeting in Modoc this week; 4) reminded everyone he would be having an oyster cook off with Humboldt County Board of Supervisor Rex Bohn on June 25, 2025; 5) announced the Star Gazers event would open to the public on June 27, 2025.

Supervisor Scanlan: 1) Attended a Lassen County Air Pollution Board meeting; 2) attended a Honey Lake Valley Recreation Authority pool meeting; 3) will be attending the Solid Waste Management meeting.

Supervisor Bridges: 1) Attended a Dignity Health meeting regarding congregate meals for senior citizens; 2) attended a Cultural Health meeting; 3) attended an RCRC legislative call in session; 4) attended a FIRST5 meeting; 5) met with the

driver at the church with Dignity Health regarding congregate meals; 6) will be attending a Golden State Natural Resources (GSNR) meeting in Alturas on June 25, 2025, and will try to attend a second meeting on June 27, 2025.

Supervisor Neely: 1) Attended a pool meeting and announced the City of Susanville funded the extended season of pool operations for the children; 2) attended the transportation meetings; 3) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting with Supervisor Bridges regarding food home delivery; 4) announced the Lassen National Forest contacted him regarding the Mutant Festival gathering and wanted to remind the board members the Forest Service's point of contact for this gathering would be CAO Anderson or the Chairman of the Board of Supervisors. CAO Anderson or Supervisor Neely would report back to the board for updates. Supervisor Neely stated as far as he knew the festival was going well and reminded the board the gathering was on Lassen National Forest land and had nothing to do with Lassen County. Any illegal activity would be handled solely by Sheriff/Coroner John McGarva.

PUBLIC HEARINGS

TITLE III ALLOCATION FOR FISCAL YEAR (FY) 2023-2024

SUBJECT: Receive public comment and approve allocation of Federal Title III Funding to the Lassen County Sheriff's Department for reimbursement of search and rescue and other emergency response activities performed on Federal land and paid for by Lassen County including law enforcement patrols, associated training costs, and equipment purchases directly related to those services.

FISCAL IMPACT: Revenue in the amount of \$149,249 to Fund/Budget Unit No. 142-0023 for FY 2023-2024.

ACTION REQUESTED: 1) Approve allocation of FY 2023-2024 Title III Funding.

Attachments: [250624 Title III Appropriation FY 23-24](#)

Deputy CAO McMullen informed the board Title III funding was from federal lands to be appropriated to the Sheriff's Office for services provided in that area. Funding was from 2023/2024 Fiscal Year (FY) as the 2024/2025 FY had not yet been approved. Funding was always one year behind. Discussion was held pertaining to the difference of Title I and Title III, Sheriff services provided, training, and budget.

The Public Hearing was open from 10:48 a.m. - 10:48 a.m.

SPEAKERS IN FAVOR: None.

SPEAKERS IN OPPOSITION: None.

A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G1 - Irrigated Lands Regulatory Program Exemption Letter of Support, for further discussion.

Approval of the Consent Agenda

A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, to approve the Consent Agenda as amended. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

COUNTY ADMINISTRATIVE OFFICE

PRISON TRIAL COSTS REIMBURSEMENT
SUBJECT: Recap of High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2024 through May, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Cost Report](#)

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF JUNE 17, 2025
SUBJECT: Meeting Minutes of June 17, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

These Minutes were approved on the Consent Agenda.

HEALTH AND SOCIAL SERVICES

FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN LASSEN COUNTY COMMUNITY SOCIAL SERVICES AND FNK FUNERAL, INC DBA FINK FUNERAL HOME
SUBJECT: First Amendment to the Memorandum of Understanding between Lassen County Community Social Services and FNK Funeral, Inc. dba: Fink Funeral Home
for cremation of indigent persons, increasing maximum amount and extending the term. Maximum Amount to \$150,000 for the Term of January 1, 2025, through June 30, 2026.
FISCAL IMPACT: Funding for this Agreement will be paid from Fund/Budget Unit No. 120-0881.

ACTION REQUESTED: 1) Approve the First Amendment to the Memorandum of Understanding with FNK Funeral, Inc, dba: Fink Funeral Home; and 2) authorize the County Administrative Officer or Designee to execute the Amendment.

Attachments: [G4-BOS CSS Fink Funeral Home 1st Amend 6.24.25](#)

This Action Item was approved on the Consent Agenda.

PUBLIC WORKS DEPARTMENT

REVISED JOB DESCRIPTION

SUBJECT: Revised Job Description within Public Works Department for General Unit/United Public Employees of California (LCGU/UPEC).

FISCAL IMPACT: Funding is available in the Solid Waste Fiscal Year (FY) 2024-2025 budget for the position at range 11.

ACTION REQUESTED: Approve the revised job description for Landfill Maintenance Worker.

Attachments: [G5](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Plumas County Community Development Commissioner Board of Commissioners Regular Meeting Agenda for June 17, 2025.

b) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Virtual Collaborative Meeting of the PSA 2 AAA Executive board and Advisory Council Meeting Agenda.

c) Lassen County Fish and Game Commission Regular Meeting Agenda for June 19, 2025.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COOPERATIVE EXTENSION

IRRIGATED LANDS REGULATORY PROGRAM EXEMPTION LETTER OF SUPPORT

SUBJECT: Letter of Support to exempt Upper Pit River growers from the Irrigated Lands Regulatory Program.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve the Letter of Support; and 2) authorize the Chairman to execute.

Attachments: [G1](#)

Supervisor Albaugh briefly discussed water sheds, land management, and stated he strongly supported the Letter of Support.

A motion was made by Supervisor Albaugh, seconded by Supervisor Ingram, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

SHERIFF'S DEPARTMENT

GRAY WOLF UPDATE

SUBJECT: Overview and update concerning the gray wolf in Lassen County.

FISCAL IMPACT: No fiscal impact.

ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

Sheriff/Coroner John McGarva gave an extensive report regarding the gray wolf in Lassen County. Sheriff McGarva discussed efforts being made, meetings with the California Department of Fish and Wildlife (CDFW), other county involvement, depredations, and public safety. Discussion was held. Direction to staff was to continue on.

SPEAKERS: Cathy Bailer, Kevin Mitchell, Steve Mark.

BOARD OF SUPERVISORS

LETTER OF SUPPORT

SUBJECT: Letter of Support requesting Lassen County to be included in the California Department of Fish and Wildlife (CDFW) Summer Strike Team.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve letter; and 2) authorize the Chairman to execute the letter; and/or 3) provide direction to staff.

Attachments: [H2](#)

Supervisor Neely stated he requested this item to address the issue of Lassen County being excluded from the California Department of Fish and Wildlife Summer Strike Team initiative pertaining to the gray wolf. Supervisor Neely thanked Office of Emergency Services (OES) Chief Silas Rojas and Deputy CAO McMullen for drafting the letter. Deputy CAO McMullen informed the board Wolf Coordinator Nate Libal would be in attendance at the Lassen County Fish and Game Commission meeting in August. Brief discussion was held regarding wolf tracking devices.

A motion was made by Supervisor Bridges, seconded by Supervisor Scanlan, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

HEALTH & SOCIAL SERVICES

FIRST AMENDMENT TO AGREEMENT ENVIRONMENTAL ALTERNATIVES DBA EA FAMILY SERVICES

SUBJECT: First Amendment to the Agreement by and between Lassen County and Environmental Alternatives dba EA Family Services for the term of July 1, 2023 through June 30, 2026, in the maximum amount of \$525,000 to provide housing and case management services for emancipated Lassen County Foster Youth.

FISCAL IMPACT: There is no impact to the General Fund. This agreement will be paid out of Community Social Services Fund/Budget Unit No. 120-0852 and 120-0853.

ACTION REQUESTED: 1) Approve the First Amendment to Agreement; and 2) authorize the County Administrative Officer or Designee to execute the First Amendment to Agreement.

Attachments: [H3-BOS CSS Environmental Alternatives 6.24.25](#)

Director of Community Social Services Jayson Vial stated this item was a living program agreement amendment for adults aged 18 - 24 years old. The living program consisted of housing, services and transitioning when a child aged out of foster care or adoption to assist in being successful in society. The amendment would allow for an additional adult increasing the maximum from four to five clients. Brief discussion was held pertaining to the succession rate.

A motion was made by Supervisor Bridges, seconded by Supervisor Albaugh, that this Action Item be approved. The motion carried by the following vote:

Aye: 5 - Scanlan, Bridges, Neely, Albaugh and Ingram

LEASE AGREEMENT WITH JM WELLS, JR. FAMILY TRUST AND JEAN M WELLS FAMILY TRUST

SUBJECT: Lease Agreement between Lassen County Health and Social Services and J.M. Wells, Jr., Family Trust and Jean M. Wells Family Trust for the term of July 1, 2025, through June 30, 2031, in the maximum amount of \$1,727,136 for the buildings leased at 1400 and 1600 Chestnut Street, Susanville, California 96130.

FISCAL IMPACT: There is no impact to the General Fund. This agreement will be paid out of Community Social Services Fund/Budget Unit No. 120-0852, 120-0853 and 120-0855.

ACTION REQUESTED: 1) Approve the Lease Agreement; and 2) authorize the County Administrative Officer or Designee to execute the Lease Agreement.

Attachments: [H4-BOS CSS Wells Lease 6.24.25](#)

Health and Social Services Assistant Director/Personnel Coordinator Danielle Sanchez informed the board this item was an agreement renewal for properties located on Chestnut Street. Assistant Director Sanchez gave an overview of the office suites, terms of the contract, and cost of the lease. Director of Community Social Services Jayson Vial stated the campus already existed allowing all departments of Health and Social Services to be in one location. Discussion was held pertaining to alternative options.

A motion was made by Supervisor Bridges, seconded by Supervisor Ingram, that this Action Item be approved. The motion carried by the following vote:

Aye: 4 - Bridges, Neely, Albaugh and Ingram

Nay: 1 - Scanlan

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

COA Anderson reported: 1) Stated he had just returned from New York and said we lived in one of the best places in this world; 2) returned from a trip to Washington DC with his daughter and said it was an excellent experience; 3) announced Planning and Building Deputy Director Gaylon Norwood had been hired as the new Director of Planning and Building Services.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:44 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board