



# Lassen County

## Meeting Minutes

### Board of Supervisors

*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*

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Tuesday, October 28, 2025

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:00 A.M. CALL TO ORDER

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Maury Anderson, County Counsel Andrew Plett, 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 Plett announced the following closed session item:

1) Conference with Labor Negotiator Andrew Plett: May include the following bargaining units - a) Lassen County Peace Officers Association (LCPOA); b) United Public Employees of California (UPEC).

#### CLOSED SESSION

Closed session was held from 9:02 a.m. - 9:43 a.m.

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

Personnel/Risk Analyst Regina Schaap was present from 9:02 a.m. - 9:43 a.m.

RECESS: 9:43 a.m. - 9:48 a.m.

#### B. 9:48 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 Plett announced the following closed session item would be recessed to the end of open session.

**1) Conference with Labor Negotiator Andrew Plett: May include the following bargaining units - a) Lassen County Peace Officers Association (LCPOA); b) United Public Employees of California (UPEC).**

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

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Scanlan: 1) Attended a Local Agency Formation Commission (LAFCo) annual conference in San Diego.

Supervisor Bridges: 1) Attended a wreath ceremony for fallen law enforcement; 2) attended a Cultural Competency meeting; 3) attended a Nortec meeting; 4) attended a First5 meeting; 5) was absent from the Big Valley Groundwater Advisory Committee (BVAC) meeting due to illness.

Supervisor Ingram: 1) Announced this Saturday was the Christmas Bizarre in Doyle; 2) congratulated Natalie Ruegger on the appointment as the new Director of Public Health; 3) attended the US Congressman Doug LaMalfa Proposition 50 event; 4) announced he was circulating a petition relating to voter identification requirements; 5) attended a Norcal EMS meeting; 6) will be attending a Norcal EMS meeting.

Supervisor Albaugh: 1) Requested to adjourn in memory of Patsy Sherrill; 2) attended a BVAC meeting; 3) announced a community hall meeting will be held on November 30, 2025, with Paul Rowan and US Congressman Doug LaMalfa's Office to discuss the wolf issue; 4) will be attending a Rural Advocacy Institute (RAI) meeting; 5) announced on November 10, 2025, the Color Guard would be performing at the Big Valley High School Gym with a school dance to follow; 6) announced the Fall River/Big Valley Cattlemen and Cattlewomen would be hosting their annual breakfast for veterans on November 11, 2025.

Supervisor Neely: Spent the weekend with his grandchildren.

COUNTY ADMINISTRATIVE OFFICE

**INFORMATION/CONSENT CALENDAR**

Supervisor Neely requested to pull Item# G2 - Lassen County Board of Supervisors Meeting Minutes of October 14, 2025; Supervisor Albaugh requested to pull Item# G3 Lassen County Board of Supervisors Meeting Minutes of October 21, 2025; Supervisor Ingram requested to pull Item# G4 - Heating Oil - Diesel #2, and Item# G5 - Liquid Propane.

**Approval of the Consent Agenda**

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

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

**PERSONNEL REPORT**

**SUBJECT:** Personnel Movement Report for September, 2025.

**FISCAL IMPACT:** None.

**ACTION:** Receive and file.

Attachments: [Personnel Report](#)

**This Report was received and filed on the Consent Agenda.**

**SHERIFF'S DEPARTMENT**

**TRAINING**

**SUBJECT:** Training request for one (1) Correctional Deputy to attend the Basic Law Enforcement Academy at College of the Siskiyous from December 15, 2025 through May 29, 2026.

**FISCAL IMPACT:** Approximately \$9,000 from the Patrol Fund/Budget Unit No. 130-0522.

**ACTION REQUESTED:** Approve the training expenditures for the Law Enforcement Academy.

Attachments: [SO Training Attach](#)

**This Action Item was approved on the Consent Agenda.**

**MISCELLANEOUS CORRESPONDENCE ITEMS**

**ACTION REQUESTED:** Receive and file the following correspondence:

- a) Lassen Municipal Utility District (LMUD) Letter of Request to the US Department of Energy pertaining to a one-time water from recently implemented 50 percent tariff on imports from Brazil.
- b) Lassen Transit Service Agency Meeting Agenda for October 20, 2025.
- c) California Department of Water Resources Sustainable Groundwater Management Office CalGW Update 2025 and Public Review.

Attachments: [10242025\\_LASSEN](#)

**These Reports were received and filed on the Consent Agenda.**

BOARD OF SUPERVISORS

SUPERVISOR SCANLAN

SUBJECT: Request to designate the \$1,000 to the Junior Fair Advisory Board.

FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.

ACTION REQUESTED: Approve expenditure.

**This Action Item was approved on the Consent Agenda.**

**MATTERS SET FOR TIME CERTAIN**

ALLIANCE FOR WORKFORCE DEVELOPMENT, INC.

SUBJECT: Annual Update: Business and Job Seeker service for program year 2024-2025

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Attachments: [10242025 Lomov Counify](#)  
[10242025 LASSEN COUNTY BOARD OF SUPERVISORS](#)

Alliance For Workforce Development (AFWD) Business Services Manager James Cox introduced himself and the AFWD team. Mr. Cox thanked Supervisor Bridges for serving on the Nortec board and gave a brief overview of the presentation. Mr. Cox discussed the activities of 2024/2025, program highlights, clients served, job fairs, services provided and funding. AFWD Executive Director Kristine ZuaZua and AFWD Career Advisor Christina Almaguer spoke on paid training, the nursing program, and the dental hygienist program. Additional discussion was held.

**DEPARTMENT REPORTS**

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF OCTOBER 14, 2025

SUBJECT: Meeting Minutes of October 14, 2025.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-10-14](#)

Supervisor Neely stated he pulled this item as there was an error in the first and second motion for the 4H Proclamation. The motion was made by Supervisor Ingram and seconded by Supervisor Bridges. Supervisor Neely also stated the item "Office of Auditor/Controller/Treasurer/Tax Collector Urgency Ordinance" was listed under the Fair Department. Deputy Clerk of the Board Yderraga stated she had made the correction and there was also a typo in the name for the Adjournment in Memory. The correction was made to

read as Troy Keefer.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, that these Minutes be approved as amended. The motion carried by the following vote:**

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

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF  
OCTOBER 21, 2025

SUBJECT: Meeting Minutes of October 21, 2025.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-10-21](#)

Supervisor Albaugh stated there was an error in the roll call vote of the item "Agreement Between Lassen County and the Echo Group". The roll call vote should reflect Supervisor Albaugh as voting "No", with the remainder of the Supervisors voting "Aye".

**A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, that these Minutes be approved as amended. The motion carried by the following vote:**

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

#### PUBLIC WORKS DEPARTMENT

HEATING OIL-DIESEL #2

SUBJECT: Bid award Heating Oil-Diesel #2 for county facilities

FISCAL IMPACT: Funding is budgeted within the utility line item of various departments.

ACTION REQUESTED: Award bid for Heating Oil-Diesel #2 for various County facilities to Ed Staub & Sons, the lowest bidder, in the amount of \$0.27/gallon for Susanville and Westwood area (firm margin above Oil Price Information Service (OPIS)).

Attachments: [BOS - Fuel Oil Bid Award 102825](#)

Supervisor Ingram asked if the county was paying \$0.27 per gallon. Supervisor Albaugh stated that was \$0.27 per gallon above margin. Brief discussion was held pertaining to additional bids.

**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

LIQUID PROPANE

SUBJECT: Bid Award: Liquid Propane for County Facilities.

FISCAL IMPACT: Funding is budgeted within the utility line item of various

departments.

ACTION REQUESTED: Award bid for liquid propane for various county facilities to Ed Staub & Sons, the lowest bidder, in the amount of \$0.89/gallon (firm margin above Butane Propane News (BPN)) for all areas including Bieber, Doyle, Herlong, Janesville, Ravendale, Standish, Susanville and Westwood.

**Attachments:** [BOS - Liquid Propane Bid Award 102825](#)

Supervisor Ingram stated his question was answered in the prior item.

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

PURCHASE OF BACKHOE

SUBJECT: Department of Public Works Purchase of one backhoe.

FISCAL IMPACT: Funding for the purchase is budgeted in the current Fiscal Year Road Operating Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Approve the purchase of a backhoe from Empire-Cat through the OMNIA cooperative purchasing agreement in the amount of \$163,663.

**Attachments:** [BOS Letter - Backhoe Purchase 102825](#)

Director of Public Works Pete Heimbigner gave a brief overview of the equipment and the equipment warranty.

**A motion was made by Supervisor Scanlan, 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

PURCHASE OF MOTOR GRADER

SUBJECT: Department of Public Works Purchase of one motor grader.

FISCAL IMPACT: Funding for the purchase is budgeted in the current Fiscal Year Road Operating Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Approve the purchase of a Motor Grader from Empire-Cat through the OMNIA cooperative purchasing agreement in the amount of \$467,529.

**Attachments:** [BOS Letter - Motor Grader Purchase 102825](#)

Director of Public Works Pete Heimbigner gave a brief overview of the equipment and the equipment warranty. Additional discussion was held pertaining to the City of Susanville's 1% tax fee.

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

#### SHERIFF'S DEPARTMENT

##### ADMINISTRATION

##### FINANCIAL AID PROGRAM AGREEMENT

SUBJECT: Board resolution for 2026-2027 application for the Financial Aid and Financial Aid Program Agreement, State of California Department of Parks and Recreation, Division of Boating and Waterways.

FISCAL IMPACT: Potentially provide \$45,640 in revenue to the Lassen County Sheriff's Office for boating Patrol Services for the 2026-2027 Fiscal Year (FY) .

ACTION REQUESTED: 1) Adopt resolution; and 2) approve the application for program participation in the 2026-2027 FY; and 3) authorize the Sheriff to execute the application.

**Attachments:** [10242025 LASSEN COUNTY SHERIFF'S OFFICE 1415 Sheriff Cady Lane S 001](#)

Sheriff's Lieutenant (Lt.) Wes Gray informed the board this item was the annual application and resolution for the Financial Aid and Financial Aid Program Agreement for boating and Waterways. Lt. Gray stated the grant funding was used for boating safety equipment, maintenance, staff time, boat insurance, storage, and electricity. supervisor Neely asked about the boat ramp at Eagle Lake. sheriff/Coroner John McGarva informed the board the Sheriff's Department did not manage or fund any of the boat ramps. Brief discussion was held.

**A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, that this Resolution No. 25-025 be adopted. The motion carried by the following vote:**

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

#### COUNTY ADMINISTRATIVE OFFICE

##### SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson stated he had nothing to report.

Supervisor Albaugh asked when the Board of Supervisors Rules and Procedure would be re-agendized for discussion. CAO Anderson stated it was scheduled for the next Board of Supervisors meeting.

RECESS: 10:56 A.M. - 11:00 A.M.

#### CLOSED SESSION

Closed session was held from 11:00 a.m. - 12:36 p.m.

Present: Supervisors Scanlan, Bridges, Neely, Albaugh, and Ingram. Also

present: CAO Anderson, County Counsel Plett, and Deputy Clerk of the Board Michele Yderraga.

Personnel/Risk Analyst Regina Schaap was present from 11:00 a.m. - 12:36 p.m.

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

County Counsel Plett announced the following closed session item:

Conference with Labor Negotiator Andrew Plett: May include the following bargaining units - a) Lassen County Peace Officers Association (LCPOA); b) United Public Employees of California (UPEC).

Direction was provided to Labor Negotiator Andrew Plett pertaining to both bargaining units.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 12:37 p.m. in memory of Patsy Sherrill.

\_\_\_\_\_  
Chairman of the Board of Supervisors

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Michele Yderraga, Deputy Clerk of the Board