



# Lassen County

## Meeting Minutes

### Board of Supervisors

#### LASSEN COUNTY SUPERVISORS:

**DISTRICT 1 - CHRIS GALLAGHER - CHAIRMAN; DISTRICT 2 - DAVID TEETER ; DISTRICT 3 - JEFF HEMPHILL - VICE-CHAIRMAN; DISTRICT 4 - AARON ALBAUGH; DISTRICT 5 - TOM HAMMOND**

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Tuesday, June 12, 2018

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond. Also Present: County Administrative Officer (CAO) Richard Egan, County Counsel Robert Burns and Deputy Clerk of the Board Michele Yderraga.

**Present:** 5 - Chris Gallagher, David Teeter, Jeff Hemphill, Aaron Albaugh and Tom Hammond

**Excuse:** 0

#### PUBLIC COMMENT

None.

#### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following:

- 1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Anderson vs County of Lassen, WCAB ADJ11273710; Spalding vs County of Lassen, WCAB ADJ9927128.
- 2) Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9; One Case.
- 3) Conference with Labor Negotiator Richard Egan: May include the following bargaining units - a) Lassen County Peace Officers Assn. (LCPOA), b) United Public Employees of California (UPEC) c) Lassen County Road Workers Assn. (LCRWA), d) Management and Professional Association, e) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA), f) Lassen County Peace Officers Assn. Management Unit (LCPOMA), g) Lassen County Deputy Sheriffs Association (LCDSA), h) Lassen County Management Association (LCMA).

#### CLOSED SESSION

Closed session was held from 9:02 a.m. - 9:46 a.m.

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond. Also Present: CAO Egan, Deputy CAO Tony Shaw, County Counsel Burns, Deputy Clerk of the Board Yderraga, Personnel/Risk Analyst Cheryl Douglas and

Executive Assistant to the CAO Regina Schaap.

Trindel Claims Adjuster Sarah Haynes was present via teleconference from 9:03 a.m. - 9:20 a.m.

Director of Planning and Building Services Maurice Anderson was present from 9:20 a.m. - 9:46 a.m.

County Counsel Burns recused himself and was absent from 9:11 a.m. - 9:20 a.m. during Spalding vs. County of Lassen.

RECESS: 9:46 a.m. - 9:52 a.m.

## **9:52 A.M. OPENING CEREMONIES**

### **Pledge of Allegiance and Invocation**

After the flag salute invocation was offered by Supervisor Hammond.

### **ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

CAO Egan announced the following:

1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Anderson vs County of Lassen, WCAB ADJ11273710; Spalding vs County of Lassen, WCAB ADJ9927128.

No reportable action.

2) Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9; One Case.

No reportable action.

3) Conference with Labor Negotiator Richard Egan: May include the following bargaining units - a) Lassen County Peace Officers Assn. (LCPOA), b) United Public Employees of California (UPEC) c) Lassen County Road Workers Assn. (LCRWA), d) Management and Professional Association, e) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA), f) Lassen County Peace Officers Assn. Management Unit (LCPOMA), g) Lassen County Deputy Sheriffs Association (LCDSA), h) Lassen County Management Association (LCMA).

No reportable action.

### **AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

Supervisor Teeter requested to adjourn the meeting in memory of Frank Ernaga. Supervisor Hemphill requested to adjourn the meeting in memory of Beth Bennett.

**A motion was made by Supervisor Hammond, seconded by Supervisor Teeter, that this Agenda be approved. The motion**

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**carried by the following vote:**

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

**PUBLIC COMMENTS**

Sydney Lewis, Field Representative for US Senator Kamala D. Harris:  
Introduced herself and discussed the services provided by the office of US Senator Kamala Harris.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Hammond: 1) Finished Corridor meetings; 2) held a Sierra Alliance meeting and created a logo; 3) will be attending an Association Defense Communities meeting in Washington D.C. next week; 4) will not be present for the Board of Supervisor meeting scheduled for June 19, 2018; 5) requested to designate \$500 to the Herlong High School Cheerleading squad and the remainder of his discretionary funds to the Doyle Senior Center.

Supervisor Hemphill: 1) Attended a Lassen County Transportation Commission (LCTC) meeting; 2) attended a Lassen County Local Agency Formation Commission (LAFCo) meeting; 3) requested additional advertising and promotion for Lassen County Fair's musical performance for 2018; 4) requested to designate \$500 to the Milford Community Association, \$500 to the Janesville Music Program, \$500 to the Janesville Town Council, \$500 to the Johnstonville Grange and \$500 to the Lassen-Modoc Food Bank.

Supervisor Albaugh: 1) Congratulated 2018 High School graduates of Lassen County; 2) congratulated all who ran for office in the June 5, 2018 Primary Election and those who advanced to the upcoming November 6, 2018 General Election; 3) advised community to be extra cautious of deer while driving due to a high growth of vegetation as a result of the amount of precipitation Lassen County received this past year.

Supervisor Teeter: Attended a Behavioral Health Advisory Board meeting; 2) served breakfast at the 2018 Sober Grad Night for Lassen County; 3) attended the first Farmer's Market of 2018; 4) attended a Rooptown 9 Neighborhood Watch meeting; 5) requested to designate \$300 to the Sensory Avenue of Susanville and the remainder of discretionary funds to Rooptown 9 Neighborhood Watch.

Supervisor Gallagher: 1) Held a Westwood Town Hall meeting; 2) Will be having a cleanup day in Westwood on June 23, 2018; 3) requested to designate the remainder of his discretionary funds to the Westwood cleanup day; 4) attended the Susanville Society Symphony Pops concert; 5) attended a LAFCo meeting; 6) congratulated Lassen County graduates, Long Valley Charter School graduates and Lassen Community College Nursing Program graduates.

**MATTERS SET FOR TIME CERTAIN**

**PLANNING AND BUILDING SERVICES**

**SUBJECT:** Appeal of the Director of Planning and Building Services

Department's April 18, 2018, interpretive action regarding land use occurring at 705-605 Jordanna Lane filed by Dava Montgomery.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Conduct a public meeting pursuant to Lassen County Code section 18.122.050; and 2) grant the appeal; or 3) deny the appeal; and/or 4) provide direction to staff.

Attachments: [PB MontgomeryAppeal Attach](#)

County Counsel Burns gave a brief overview of the interpretive action regarding land use occurring on 705-605 Jordanna Lane filed by Dava Montgomery. Land Use Expert and Professional Brandy King gave a power point presentation pertaining to the property and surrounding neighbors insight. Extensive discussion was held regarding land use and livestock.

SPEAKERS: Dava Montgomery, David McCann, Dave Marston, Jared Hancock and Susan Goodwin.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Teeter, that this Appeal be denied. The motion carried by the following vote:**

**Aye:** 3 - Gallagher, Teeter and Albaugh

**Nay:** 2 - Hemphill and Hammond

RECESS: 11:44 a.m. - 11:49 a.m.

#### WALMART DONATION FOR CHILD ADVOCACY CENTER

SUBJECT: Walmart Donation for the District Attorney's Child Advocacy Center.

FISCAL IMPACT: None. Donation was anticipated as a cash match in original budgeted grant application.

ACTION REQUESTED: Accept \$1,000 donation.

District Attorney (DA) Program Coordinator Michelle Latimer Michelle Latimer gave a brief overview of the Walmart donation for the Child Advocacy Center.

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

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

DISTRICT ATTORNEY

#### JOB DESCRIPTION FOR THE MULTI-DISCIPLINARY INTERVIEW TEAM (MDIT)

SUBJECT: New job description for the MDIT Coordinator I/II staff position within the District Attorney's Child Advocacy Center.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve the job description for the MDIT Coordinator I/II.

Attachments: [MDIT Coordinator I.II Job Description](#)

DA Program Coordinator Michelle Latimer gave a description of the staff position Multi-Disciplinary Interview Team (MDIT) for the DA's office. Brief discussion was held.

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

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

HEALTH AND SOCIAL SERVICES

SUBJECT: Presentation on Lassen County's Housing Site Feasibility Analysis.

FISCAL IMPACT: None.

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

Attachments: [BOS GLD Feasability Analysis 061218](#)

Grants & Loans Program Manager Jenna Aguilera introduced James Coles of Housing Tools, gave a detailed presentation on Housing Sites Feasibility Program and statistics of the homeless who reside in Lassen County. James Tools discussed possible renovations to several locations to benefit the homeless and low-income in Lassen County. Discussion was held.

SPEAKERS: Director of Planning and Building Services Maurice Anderson.

CAO Egan was absent from 12:14 a.m. - 12:15 a.m.

RECESS: 12:34 p.m. - 1:37 p.m.

## INFORMATION/CONSENT CALENDAR

### Approval of the Consent Agenda

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

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

## BOARD OF SUPERVISORS

Supervisor Albaugh pulled Item# G5 Information Services for additional discussion.

## SUPERVISOR GALLAGHER

SUBJECT: 1) Request to designate \$250 to Westwood Museum and \$250 to Westwood Chamber of Commerce for the Paul Bunyan Festival.

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

ACTION REQUESTED: Approve expenditures.

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

## SUPERVISOR HAMMOND

SUBJECT: Request to designate \$250 to Doyle Senior Center.

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.**

## COUNTY COUNSEL

## AGREEMENT

SUBJECT: Amendment to the Agreement for Legal Services with Liebert Cassidy Whitmore.

FISCAL IMPACT: \$25,000 from Fund/Budget Unit No. 100-0141.

ACTION REQUESTED: 1) Approve the amendment; and/or 2) provide direction to staff.

Attachments: [Agreement](#)

[First Amendment](#)

**This Agreement was approved on the Consent Agenda.**

## COUNTY ADMINISTRATIVE OFFICE

## PERSONNEL REPORT

SUBJECT: Personnel Movement Report for April 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

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

## NORTHERN CALIFORNIA EMS (NorCal EMS)

SUBJECT: Modification of Agreement for EMS Services between Northern California EMS, Inc. (NorCal EMS), and Lassen County establishing terms and conditions for NorCal EMS to act as the Local EMS Agency for Lassen County for the term of July 1, 2018 through June 30, 2019 in the amount of \$30,183.60.

FISCAL IMPACT: One annual payment of \$30,183.60 to be paid from Fund 100-0101.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize the

Chairman to sign.

Attachments: [180612 AG PKT-NORCALEMS](#)

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

#### COUNTY CLERK-RECORDER

##### MINUTES

SUBJECT: Meeting minutes of May 15, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes](#)

**These Minutes were approved on the Consent Agenda.**

#### PUBLIC WORKS DEPARTMENT

##### FREDONYER BUTTE TRAIL

SUBJECT: Fredonyer Butte Trail System Project Concept.

FISCAL IMPACT: Staff time contributed to project.

ACTION REQUESTED: 1) Approve Agreement; and 2) authorize Director of Public Works or designee to sign Agreement.

Attachments: [PW Fredonyer Attach](#)

**This Agreement was approved on the Consent Agenda.**

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Susanville City Council Regular Meeting agenda for June 6, 2018.
- b) Lassen County Planning Commission Regular Agenda for June 6, 2018.
- c) Honey Lake Valley Resource Conservation District regular meeting minutes for February 28, 2018.
- d) Honey Lake Valley Resource Conservation District regular meeting minutes for April 25, 2018.
- e) Honey Lake Valley Resource Conservation District regular meeting minutes for March 28, 2018.
- f) Transmittal of Local Agency Formation Commission (LAFCo) of Lassen County proposed 2018/19 Fiscal Year budget.
- g) Nevada and Northeastern California Greater Sage-Grouse Draft Resource Management Plan Amendment and Environmental Impact Statement; Bureau of Land Management.

Attachments: [Misc Corr](#)

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

#### DEPARTMENT REPORTS

## COUNTY ADMINISTRATIVE OFFICE

## INFORMATION SERVICES

SUBJECT: Annual computer replacement purchase as budgeted in the Fiscal Year 2017/18 budget in an amount not to exceed \$75,000.

FISCAL IMPACT: This expenditure will be paid from existing funds in Fund/Budget Unit No. 104-0322, Information Services, and the revenue has been received from the multiple departments scheduled for replacement this year.

ACTION REQUESTED: 1) Approve purchase.

Attachments: [180607\\_G5\\_001](#)

Supervisor Albaugh questioned the new annual 2017/2018 computer replacement agreement. Information Services Supervisor Jason Housel gave a detailed overview of the required purchase. Discussion was held.

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

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

## BOARD OF SUPERVISORS

## SALES TAX

SUBJECT: Measure J

FISCAL IMPACT: Undetermined.

ACTION REQUESTED: Discussion and possible direction to staff.

CAO Egan discussed the failure of Measure J General Tax Measure from the June 5, 2018 Primary Election. Discussion was held.

SPEAKERS: Sheriff/Coroner Dean Growdon and Auditor Diana Wemple.

## PLANNING AND BUILDING SERVICES

## SIERRA ENERGY GAS STATION

SUBJECT: Consideration of public convenience or necessity for purposes of licensure before the Department of Alcoholic Beverage Control at the Sierra Energy Gas Station, Westwood CA (301 Third Street, Westwood CA 96137, APN: 125-153-07).

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Adopt resolution; and/or 2) provide direction to staff.

Attachments: [PB SierraEnergyABC 6-12-18pckt](#)

Assistant Planning and Building Services Director Gaylon Norwood gave an overview of the request from Sierra Energy Gas Station for purposes of

licensure before the Department of Alcoholic Beverage Control. Brief discussion was held.

SPEAKERS: Sheriff/Coroner Dean Growdon.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 18-040 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

#### COUNTY ADMINISTRATIVE OFFICE

##### ADMINISTRATION

SUBJECT: Resolution adopting the Recommended Budget for the Fiscal Year July 1, 2018 - June 30, 2019.

FISCAL IMPACT: Adoption of the recommended budget allows departments to

continue operations prior to the adoption of the final budget.

ACTION REQUESTED: Adopt Resolution.

**Attachments:** [180607 H4\\_001](#)

Assistant to the CAO Julie Morgan gave a brief overview of the Recommended Budget for Fiscal Year 2018/2019.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Hemphill, that this Resolution No. 18-041 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

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

CAO Egan reported: 1) The Board of Supervisors meeting scheduled for June 26, 2018 will be held as a special meeting at 5:30 p.m. in Herlong; 2) there will be a regular meeting for the Lassen-Modoc County Flood Control and Water Conservation District at 1:30 on June 26, 2018 in the Board Chambers located at 707 Nevada St, Susanville, CA.

#### ADJOURNMENT

There being no further business, the meeting is adjourned at 2:09 a.m. in memory of Beth Bennett and Frank Ernaga.

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

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

ATTEST:

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