



# Lassen County

## Meeting Agenda

### 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 14, 2025

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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### ADDRESSING THE BOARD

\*Any person desiring to address the Board shall first secure permission of the presiding officer.

\*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

\*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

\* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or [lcclerk@co.lassen.ca.us](mailto:lcclerk@co.lassen.ca.us).

\*Next Resolution in line for adoption: No. 25-025

\*Next Ordinance in line for adoption: No. 2025-06

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

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

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)

2. CLOSED SESSION

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

1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (if needed).

2) 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.

- 3) Conference with Labor Negotiator Andrew Plett: Lassen County Peace Officers Association (LCPOA).
- 4) Public employee appointment pursuant to government code section 54957 - County Counsel.

## **B. 9:30 A.M. OPENING CEREMONIES**

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

- 1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION
- 2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
- 3. PUBLIC COMMENTS
- 4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

## **C. PUBLIC HEARINGS**

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

## **D. MATTERS SET FOR TIME CERTAIN**

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1                      10:00 a.m.: 4H PROCLAMATION  
SUBJECT: Request to adopt proclamation recognizing National 4H Week.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Adopt Proclamation.

Attachments:      [2025-National-4-H-Week-Proclamation-Lassen](#)

- 2                      10:05 a.m.: FISH AND GAME COMMISSION  
SUBJECT: Wolf update from the Fish and Game Commission.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

10:25 a.m.: RECESS

## **E. STUDY SESSION**

## **F. BOARDS AND COMMISSIONS**

- 1 LASSEN COUNTY FISH AND GAME COMMISSION  
SUBJECT: Vacancies on the Lassen County Fish and Game Commission.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Make the following appointments:

- a) Resolution No. 80/81
- b) Term to expire on March 31, 2029. Applications will be accepted up until the appointment is filled.
- 1) SUPERVISOR DISTRICT 1
  - i. Primary (Current: Vacant. Applicants: Clayton Harkness)
  - ii. Alternate (Vacant)

Attachments: [F1](#)

- 2 LASSEN COUNTY BEHAVIORAL HEALTH ADVISORY BOARD  
SUBJECT: Two (2) vacancies on the Behavioral Health Advisory Board Category 3.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Consider making appointment. (Applicant: Jasmine Gisselberg).

Attachments: [F2](#)

## G. INFORMATION/CONSENT CALENDAR

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

COUNTY CLERK-RECORDER

- 1 LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF  
SEPTEMBER 23, 2025  
SUBJECT: Meeting Minutes of September 23, 2025.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

- 2 LASSEN COUNTY BOARD OF SUPERVISORS SPECIAL MEETING  
MINUTES OF OCTOBER 8, 2025  
SUBJECT: Special Meeting Minutes of October 8, 2025.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-10-08](#)

PUBLIC WORKS DEPARTMENT

- 3** COUNTYWIDE ASPHALT CONCRETE AWARD  
SUBJECT: Award Asphalt Concrete (1/2" max. med. PG Grade 64-28).  
FISCAL IMPACT: Funding is available in the Road Operating Fund/Budget Unit No.122-1221.  
ACTION REQUESTED: 1) Award Asphalt Concrete (1/2" max. med. PG Grade 64-28) to Sierra Cascade Aggregate & Asphalt Products, Inc. in the amount of \$96 per ton (not to exceed 2,000 tons or \$192,000) for the Susanville and Westwood areas; and 2) to Hat Creek Construction and Materials, Inc. in the amount of \$99 per ton (not to exceed 2,000 tons or \$198,000 for Bieber and Standish area; the lowest bidders meeting the requirements considering transportation costs to haul the material from the respective plants to the individual job sites.

Attachments: [PW Asphalt Concrete Attach](#)

#### SHERIFF'S DEPARTMENT

- 4** FLEET VEHICLE PURCHASE  
SUBJECT: Fleet vehicle purchase of two patrol vehicles.  
FISCAL IMPACT: The purchase will come from the Fleet Maintenance Fund/Budget Unit No. 135-0352 in the amount of \$158,754.80.  
ACTION REQUESTED: 1) Authorize purchase; and/or 2) provide direction to staff.

Attachments: [G4](#)

- 5** TRAVEL AUTHORIZATION FOR CIVILIAN SUPERVISOR TRAINING  
SUBJECT: Request for travel authorization for the Fiscal Manager to attend a mandatory Police Officer Standards and Training (POST) training for non-sworn civilian managers that are mandated to attend the training within the first year of employment.  
FISCAL IMPACT: Funding is available in Fund/Budget Unit No. 130-522 not to exceed \$5,500.  
ACTION REQUESTED: Approve travel authorization.

Attachments: [SO Travel Auth](#)

#### MISCELLANEOUS CORRESPONDENCE ITEMS

- 6** ACTION REQUESTED: Receive and file the following correspondence:
- a) Lassen County Behavioral Health Advisory Board meeting agenda for October 6, 2025.
  - b) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting for September 25, 2025.
  - c) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Advisory Council Meeting Agenda, September 26, 2025.
  - d) Notice of Fair Advisory Board Meeting, Tuesday, October 14, 2025, 5:30 p.m. at the Lassen County Fair Office.
  - e) Application for Alcoholic Beverage License(s) - The Mark.
  - f) Lassen Municipal Utility District (LMUD) Letter of Request for consideration of a one-time waiver from the recently Implemented tariff on imports.

Attachments: [MISC CORR](#)

## H. DEPARTMENT REPORTS

### SHERIFF'S DEPARTMENT

- 1** MILITARY USE EQUIPMENT USE POLICY  
SUBJECT: Ordinance to adopt a Military Equipment Use Policy pursuant to ASSEMBLY BILL 481 (AB 481).  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Waive second reading; and 2) adopt ordinance; and/or 2) provide direction to staff.

Attachments: [SO Mil Use Attach 1](#)  
[SO Mil Use Attach 2](#)

### BOARD OF SUPERVISORS

- 2** OFFICE OF AUDITOR/CONTROLLER/TREASURER/TAX COLLECTOR  
URGENCY ORDINANCE AMENDING ORDINANCE 2024-02  
SUBJECT: Consider adoption of an urgency ordinance amending Ordinance No. 2024-02 - An Ordinance of the County of Lassen Repealing the Consolidated Offices of Auditor/Controller/Treasurer/Tax Collector, to change the effective dates on Section 2 and Section 3 from January 4, 2027, to October 31, 2025. The remainder of the ordinance will remain unchanged.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: 1) Introduce, waive the reading of, and adopt/enact ordinance (4/5 vote required); and/or 2) provide direction to staff.

Attachments: [BOS Urgency Ordinance-Attach](#)

- 3** SPALDING OFF HIGHWAY VEHICLE (OHV) USE  
SUBJECT: Off Highway Vehicle (OHV) Use for Spalding.  
FISCAL IMPACT: Unknown.  
ACTION REQUESTED: Provide direction to staff.

## COUNTY COUNSEL

- 4                    2024-2025 LASSEN COUNTY GRAND JURY RESPONSE  
SUBJECT: Lassen County Board of Supervisors response to the 2024-2025 Lassen County Grand Jury Report.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Receive response; and 2) authorize Chairman to execute letter and send reply; and/or 3) provide direction to staff.

Attachments:        [COCO Grand Jury Attach](#)

## INFORMATION SERVICES

- 5                    CIVIC PLUS CONTRACT FOR LASSEN COUNTY WEBSITE  
SUBJECT: Consider approving contract with Civic Plus for new county website including one-time implementation costs and reoccurring annual costs.  
FISCAL IMPACT: One-time fee in the amount of \$32,335, and annual costs in total of \$87,665.82, over five years. First year costs funded from Fund/Budget Unit No. 145-0556 and remaining years to be budgeted from Fund/Budget Unit No. 104-0322.  
ACTION REQUESTED: 1) Approve contract with Civic Plus; and 2) authorize the County Administrative Officer to execute agreement of Civic Plus; and/or 3) provide direction to staff.

Attachments:        [H5 Civic Plus Board Action](#)

## COUNTY ADMINISTRATIVE OFFICE

- 6                    SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS
- 7                    TREASURER/TAX COLLECTOR APPOINTMENT  
SUBJECT: Make an appointment to fill the vacancy of Lassen County Treasurer/Tax Collector.  
FISCAL IMPACT: No increase to the General Fund as costs have been budgeted in the 2025/2026 fiscal year.  
ACTION REQUESTED: 1) Appoint Treasurer/Tax Collector; and/or 2) provide direction to staff.
- 8                    AUDITOR APPOINTMENT  
SUBJECT: Make an appointment to fill the vacancy of Lassen County Auditor.  
FISCAL IMPACT: No increase to the General Fund as costs have been budgeted in the 2025/2026 fiscal year.  
ACTION REQUESTED: 1) Appoint Auditor; and/or 2) provide direction to staff.

**THE BOARD OF SUPERVISORS WILL RECESS AND RECONVENE AT 5:30 P.M. AT THE VETERANS MEMORIAL HALL LOCATED AT 1205 MAIN STREET, SUSANVILLE, CALIFORNIA, TO ALLOW FOR THE ATTENDANCE OF THE FAIR ADVISORY BOARD.**

**\*\*PLEASE NOTE PARKING IS PROHIBITED IN THE OLD DEAL 'N DAVIE PARKING LOT AND PAPA MURPHY'S PARKING LOT\*\***

**FAIR**

- 9**                      2025 LASSEN COUNTY FAIR MANAGER'S REPORT  
SUBJECT: 2025 Lassen County Fair Report.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

Attachments:      [Fair Attach](#)

- 10**                      LASSEN COUNTY FAIR ADVISORY BOARD REPORT  
SUBJECT: Lassen County Fair Advisory Board report to the Board of Supervisors.  
FISCAL IMPACT: None.  
ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

**I. CORRESPONDENCE**

**J. AGENDA ADDENDUM**

**LASSEN COUNTY BOARD OF SUPERVISORS**

**October 21, 2025 – 9:00 a.m. – Board Meeting**

**October 28, 2025 – 9:00 a.m. – Board Meeting**

**November 4, 2025 – No Board Meeting**

**November 11, 2025 – No Board Meeting (Holiday)**

**November 18, 2025 – 9:00 a.m. – Board Meeting**

**November 25, 2025 – 9:00 a.m. – Board Meeting**

**December 2, 2025 – No Board Meeting**

**December 9, 2025 – 9:00 a.m. – Board Meeting**

**December 16, 2025 – 9:00 a.m. – Board Meeting**

**December 23, 2025 – 9:00 a.m. – Board Meeting**

**ADJOURNMENT**