



# 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 14, 2025

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### 9:03 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 items:

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

#### CLOSED SESSION

Closed session was held from 9:04 a.m. - 9:35 a.m.

Present: Personnel/Risk Analyst Regina Schaap was present from 9:04 a.m. - 9:35 a.m.

Deputy CAO Samantha McMullen was present from 9:04 a.m. - 9:35 a.m.

Labor Negotiator Andrew Plett was present from 9:04 a.m. - 9:35 a.m.

Deputy CAO McMullen was absent from 9:12 a.m. - 9:15 a.m.

RECESS: 9:35 a.m. - 9:39 a.m.

**9:39 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:

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.

Direction to staff was given.

2) Conference with Labor Negotiator Andrew Plett: Lassen County Peace Officers Association (LCPOA).

This item was recessed to a later time in the meeting.

3) Public employee appointment pursuant to government code section 54957 - County Counsel.

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**

None.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Scanlan: 1) Attended a Lassen Regional Solid Waste Management meeting; 2) attended the Westwood Community Services District meeting; 3) attended the special Board of Supervisors meeting on October 8, 2025; 4) attended a Spalding Neighborhood Watch meeting.

Supervisor Bridges: 1) Attended a senior meals meeting; 2) attended a Cultural Competency meeting; 3) Attended a Lassen-Plumas-Sierra Community Action Agency (LPSCAA) meeting; 4) attended a second senior meals meeting; 5) First5 meeting was not held due to a lack of quorum; 6) attended a Behavioral Health Advisory Board (BHAB) meeting; 7) attended a senior meals meeting with Planning and Service Area - Area Agency on Aging (PSA 2 AAA) and Dignity Health; 8) attended the Board of Supervisors special meeting; 9) will be attending another LPSCAA meeting.

Supervisor Ingram: 1) Attended the Board of Supervisors special meeting; 2) attended the Ravendale Salvation Army giveaway; 3) announced the Blue Star Moms Bingo event; 4) attended the Adin fund raiser; 5) attended a Team Bianco meeting; 6) attended the Lassen Family Services Hoedown event for domestic violence; 7) requested to adjourn in memory of Newton McDonald.

Supervisor Albaugh: 1) Attended a solid waste meeting; 2) will be attending a Rural Advocacy Institute (RAI) meeting; 3) announced he was invited to sit on an AdHoc predatory animal meeting; 4) commented on an article from the Lassen Times on how to add items to the board of supervisors agenda.

Supervisor Neely: 1) Attended a PSA 2 AAA meeting; 2) attended the Blue Star Moms Bingo event; 3) toured portions of the Lassen National Forest with Lassen National Forest Supervisor Rick Hopson; 4) adjourned in memory of Troy Keefer.

## BOARDS AND COMMISSIONS

### 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](#)

Supervisor Scanlan gave a brief background of the applicant Clayton Harkness. Additional discussion was held. Supervisor Scanlan made a motion to appoint Clayton Harkness as the Alternate Board Member for District 1.

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

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

### 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](#)

Brief discussion was held.

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

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

## **INFORMATION/CONSENT CALENDAR**

### **Approval of the Consent Agenda**

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

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

## **COUNTY CLERK-RECORDER**

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](#)

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

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](#)

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

## **PUBLIC WORKS DEPARTMENT**

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  
Susenville 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](#)

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

#### SHERIFF'S DEPARTMENT

##### 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](#)

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

##### 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](#)

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

#### MISCELLANEOUS CORRESPONDENCE ITEMS

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](#)

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

## **DEPARTMENT REPORTS**

### **SHERIFF'S DEPARTMENT**

#### **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](#)

Sheriff's Lieutenant (Lt.) Mike Carney informed the board this item was previously presented and was being brought back for the board to adopt the ordinance. Lt. Carney gave a brief overview of the Military Use Policy and the Mine Resistant Ambush Protected (MRAP) vehicle.

**A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, that this Ordinance No. 2025-06 be adopted.**

**The motion carried by the following vote:**

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

## **MATTERS SET FOR TIME CERTAIN**

#### **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](#)

4H Ambassador Abbi Hemphill introduced herself, fellow 4H Ambassadors and read the 4H Proclamation to the board. Brief discussion was held.

**A motion was made by Supervisor Ingram, seconded by Supervisor Bridges that this Proclamation be adopted. The motion carried by the following vote:**

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

#### **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.

Lassen County Fish and Game Commission President Tony Ardito gave a

presentation pertaining to the wolf issue in Lassen County. Mr. Ardito presented the board with a letter of recommendation from the Fish and Game Commission encouraging the board to write a letter to the California Department of Fish and Wildlife (CDFW) regarding wolves. Fish and Game Commission Board Member Ryan Barney discussed recent kills, hazing attempts, ranchers, livestock and the lack of presence by the CDFW representatives. Extensive discussion was held.

## DEPARTMENT REPORTS - CONTINUED

### BOARD OF SUPERVISORS

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

Discussion was held pertaining to Resolution No. 24-021 "In Support of a Designation of a Portion of 'The Strand' a County Road at Spalding, Ca. for Off Highway Vehicles" and Spalding residents.

SPEAKERS: Brian Caan, Barbara Kemper, Tammy LeBou, Frank Martin, Toni Driggs, Jose Pena, Frank Muse, Ellen Strong, Skip Stanler, Cathy Clayer, Don Calligari, Lassen County Sheriff's Lieutenant (Lt.) Mike Carney, California Highway Patrol Lt. Commander Lacey Carney, Director of Public Works Pete Heimbigner.

RECESS: 11:33 a.m. - 11:41 a.m.

### BOARD OF SUPERVISORS

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](#)

CAO Maury Anderson read the subject of this item and informed the board the request was to introduce, waive the reading and adopt the ordinance with a 4/5 vote. Adoption of the ordinance would allow the separation of the Treasurer/Tax Collector's Office and Auditor/Controller's Office. County Counsel Uhrhammer said the ordinance stated the appointments of the Treasurer/Tax Collector and Auditor/Controller could be filled and effective through the next election cycle.

Additional discussion was held.

**A motion was made by Supervisor Scanlan, seconded by Supervisor Bridges, to waive the reading and that Ordinance No. 2025-07 be adopted. The motion carried by the following vote:**

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

#### COUNTY COUNSEL

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](#)

County Counsel Uhrhammer informed the board this was an annual response to the Lassen County Grand Jury Report and asked if the board had any questions or modifications to the county's response. Brief discussion was held pertaining to the Grand Jury Report with no modifications to the response.

**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:** 4 - Scanlan, Bridges, Neely and Ingram

**Nay:** 1 - Albaugh

#### COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Anderson reported: Attended the Rural County Representatives of California (RCRC) and a Public Risk Innovation Solutions Management (PRISM) conferences in San Diego.

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.

CAO Anderson informed the board this item was to appoint the new Lassen County Treasurer/Tax Collector and read the action requested. Applicant Taya Short introduced herself and gave an overview of her background in the Treasurer/Tax Collector's Office. Brief discussion was held.

**A motion was made by Supervisor Ingram, seconded by Supervisor Scanlan, that this Appointment be approved. The motion carried by the following vote:**

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

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.

CAO Anderson informed the board this item was to appoint the new Lassen County Auditor/Controller and read the action requested. Applicant Stephanie Hranac introduced herself and gave an overview of her background in the Auditor/Controller's Office. Brief discussion was held.

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

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

INFORMATION SERVICES

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](#)

Information Services Department (ISD) Technical Support Specialist ShiAnn Rule informed the board this item was to present a potential vendor for the county's new website. The county submitted a Request for Proposal (RFP) and received seven responses. ISD Specialist Rule gave a brief overview of the rating process and stated Civic Plus was the top bidder. ISD Specialist Rule discussed Civic Plus' background and current county's they were contracted with. A simulation was demonstrated of the new county website. Additional discussion was held.

**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

**ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**

County Counsel Uhrhammer announced the following closed session item:

- 1) Conference with Labor Negotiator Andrew Plett: Lassen County Peace Officers Association (LCPOA).

**CLOSED SESSION**

Closed session was held from 12:23 pm. - 1:11 p.m.

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

Personnel/Risk Analyst Regina Schaap was present from 12:23 p.m. - 1:11 p.m.  
Deputy CAO Samantha McMullen was present from 12:23 p.m. - 1:11 p.m.  
Assistant Auditor/Controller Stephanie Hranac was present from 23:23 p.m. - 1:11 p.m.  
Labor Negotiator Andrew Plett was present from 12:23 p.m. - 12:58 p.m.  
Supervisor Neely was absent from 12:47 p.m. - 12:49 p.m.

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

County Counsel Uhrhammer announced closed session was continued from earlier in the meeting and stated the following closed session item:

- 1) Conference with Labor Negotiator Andrew Plett: Lassen County Peace Officers Association (LCPOA).

Direction to staff was given.

RECESS: 1:13 p.m. - 5:34 p.m.

THE BOARD OF SUPERVISORS RECESSED AND RECONVENED AT 5:34 P.M. AT THE VETERANS MEMORIAL HALL LOCATED AT 1205 MAIN STREET, SUSANVILLE, CALIFORNIA, TO ALLOW FOR THE ATTENDANCE OF THE FAIR ADVISORY BOARD.

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](#)

Fair Manager Bill Payer gave an extensive presentation of the 2025 Lassen

County Report. The report included information pertaining to the 2025 Lassen County Fair, ticket sales, sponsors, fair attendance, contracts, advertisement, livestock and exhibits, vendors, races, entertainment, and future events. Discussion was held.

**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.

Supervisor Neely wished Supervisor Albaugh and Becky Albaugh a happy 30th wedding anniversary.

Supervisor Neely stated he requested this item on the agendas to express his gratitude toward the Fair Advisory Board and the Fair Advisory Board members. Supervisor Neely also discussed his history and participation with the Fair Advisory Board. Extensive discussion was held pertaining to the 2025 Lassen County Fair, new and current Fair Advisory Board members, fair events, the Jr. Fair Advisory Board, funding, fair staff, and board member complimentary tickets.

**SPEAKERS:** Fair Advisory Board members Juanita Williams, Cheryl Lauritsen, Becky Albaugh, Holly Mueller, Morgan Wemple, Jerry Sandahl, Lonnie Mahenski, Kevin Stafford, and Fair Manager Bill Payer.

## **ADJOURNMENT**

There being no further business, the meeting is adjourned at 7:09 p.m. in memory of Newton McDonald and Troy Keefer.

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

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

ATTEST:

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