



Lassen County

DRAFT

Meeting Minutes

Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

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

Tuesday, September 29, 2020

9:00 AM

Veterans Memorial Hall
1250 Main Street
Susanville, CA 96130

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 - Aaron Albaugh, Chris Gallagher, David Teeter, Jeff Hemphill and Tom Hammond

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session item:

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

CLOSED SESSION

Closed session was held from 9:01 a.m. - 9:23 a.m.

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

Director of Health and Social Services Barbara Longo was present from 9:01 a.m. - 9:23 a.m.

RECESS: 9:23 a.m. - 9:30 a.m.

9:30 A.M. OPENING CEREMONIES

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Supervisor Teeter reported the following closed session item:

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

No reportable action.

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Teeter.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

PUBLIC COMMENTS

County Clerk-Recorder Julie Bustamante: Introduced Sarah Howe and informed the Board Ms. Howe has taken the lead for the November 3, 2020 General Election.

Senior Recorder Sarah Howe: Discussed the November 3, 2020 Presidential General Election, Assembly Bill 860, Assembly Bill 423 and California as an all mail ballot election for the November 3, 2020 election.

Dorene Smith Powers: Discussed mines and vegetation.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Hemphill: Nothing to report.

Supervisor Albaugh: 1) Attended a Big Valley Groundwater Advisory Committee meeting. The next meeting will be held on November 4, 2020; 2) stated Lassen County needed to have an electric vehicle charging station ordinance in place the beginning of the new year; 3) asked the Board if they wanted to take time at a future Board of Supervisors meeting to discuss the propositions that will be on the ballot; 4) thanked CAO Executive Assistant Samantha McMullen for the work put into the budget for presentation.

Supervisor Hammond: Briefly discussed electric vehicles.

Supervisor Gallagher: Nothing to report.

Supervisor Teeter: Nothing to report.

INFORMATION/CONSENT CALENDAR

BOARD OF SUPERVISORS

Approval of the Consent Agenda

A motion was made by Supervisor Albaugh, seconded by Supervisor Gallagher, to approve the Consent Agenda. The motion carried by the

following vote:

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

SUPERVISOR ALBAUGH

SUBJECT: Request to designate \$1,500 Pit Resource Conservation District.

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.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of September 8, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: None.

Attachments: [DRAFT MINS](#)

These Minutes were approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Lassen County Technical Advisory Committee Meeting Agenda for October 1, 2020.

b) Lassen-Plumas-Sierra Community Action Agency Special Board of Directors Meeting for September 24, 2020.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

BOARD OF SUPERVISORS

SUPERVISOR HEMPHILL

SUBJECT: Request to designate \$500 to the Janesville School music program.

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.

DEPARTMENT REPORTS

BOARD OF SUPERVISORS

AGRICULTURAL COMMISSIONER/SEALER OF WEIGHTS AND
MEASURES

SUBJECT: Reappointment of Lassen County Agricultural Commissioner/Sealer of Weights and Measures Craig Hemphill to serve a further term of four years effective September 29, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve reappointment.

Supervisor Hemphill was absent from 9:57 a.m. - 9:59 a.m.

CAO Egan gave a brief overview of the Agricultural Commissioner/Sealer of Weights and Measures and informed the Board the four year term has expired and it was time to re-appoint . CAO Egan recommended the board to re-appoint Craig Hemphill. Brief discussion was held.

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

Aye: 4 - Albaugh, Gallagher, Teeter and Hammond

Absent: 1 - Hemphill

CAPITAL IMPROVEMENT PLAN

SUBJECT: Approval of County of Lassen Capital Improvement Plan 2020-2025.

FISCAL IMPACT: A specific project's impact may be appropriated annually as part of the County's budget process and/or considered by the Board of Supervisors prior to project approval.

ACTION REQUESTED: Approve or provide direction to staff.

Attachments: [Capital Improvement Plan 2020-2025](#)

CAO Egan gave a brief overview of the Capital Improvement Plan and informed the Board it would be a five year plan with minimal changes from prior years. Discussion was held regarding leased buildings, the One Stop buildings, and the Veterans Memorial Hall in Bieber. Director of Public Works Pete Heimbigner gave an update on improvements to the One Stop buildings. Additional discussion held regarding CARES funding.

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

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

PUBLIC HEARINGS

BIEBER LIGHTING DISTRICT

SUBJECT: Bieber Lighting District Fiscal Year 2020/2021 Budget Hearing.
(Recess as the Board of Supervisors and convene as the Bieber Lighting District.)

FISCAL IMPACT: No significant impact.

ACTION REQUESTED: Open public hearing on the 2020/2021 Bieber Lighting District Budget and either continue the public hearing or take actions as follows:

1) Adopt resolution establishing appropriations limit in the amount of \$23,031, for FY 2020/2021 pursuant to California Constitution Article XIII-B and Government Code Section 7910; and approving the 2020/21 FY Bieber Lighting District budget in the amount of \$3,575. (Adjourn as the Bieber Lighting District and reconvene as the Board of Supervisors).

Attachments: [200929 Bieber Lighting Budget PDF](#)

[20-21 Bieber LD Resolution Adopting Final Budget](#)

The Board recessed as the Board of Supervisors and convened as the Bieber Lighting District.

CAO Egan recommended to adopt the 2020/2021 Fiscal Year (FY) budget and the resolution establishing the appropriation limit.

The Public Hearing was open from 10:10 a.m. - 10:11 a.m.

There were no speakers in favor or opposition.

The Board adjourned as Bieber Lighting District and reconvened as the Board of Supervisors.

A motion was made by Supervisor Albaugh, seconded by Supervisor Gallagher, that this Resolution No. 20-040 be adopted. The motion carried by the following vote:

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

COUNTY SERVICE AREA #1 HONEY LAKE TV

SUBJECT: Fiscal Year (FY) 2020/2021 Budget Hearing and Budget Adoption (Recess as the Board of Supervisors and convene as the County Service Area #1 Budget (Honey Lake TV).

FISCAL IMPACT: No significant impact.

ACTION REQUESTED: 1) Open public hearing on the 2020/2021 FY County Service Area #1 Budget (Honey Lake TV) Budget and either continue the public hearing or take actions as follows: a) Adopt resolution approving the 2020/2021 County Service Area #1 Budget (Honey Lake TV) in the amount of \$110,166; and b) adopting the 2020/2021 FY TV User Fee in the amount of \$25 per single-family unit and \$10 per multi-family unit.

Attachments: [200929 HLTB Budget](#)

[20-21 HLTB Resolution Adopting Final Budget](#)

The Board recessed as the Board of Supervisors and convened as the County Service Area #1 Honey Lake Television (HLTV).

CAO Richard Egan stated a representative from HLTU was present and recommended to adopt the budget for appropriation and operations for the 2020/2021 Fiscal Year. Jim Pecor from HLTU introduced himself and briefly discussed marketing areas and television stations.

The Public Hearing was open from 10:17 a.m. - 10:18 a.m.

There were no speakers in favor or in opposition.

The Board adjourned as the County Service Area #1 HLTU and reconvened as the Board of Supervisors.

A motion was made by Supervisor Albaugh, seconded by Supervisor Hammond, that this Resolution No. 20-041 be adopted. The motion carried by the following vote:

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

RECESS: 10:19 A.M. - 10:31 A.M.

2020/2021 FISCAL YEAR (FY) BUDGET HEARING AND ADOPTION

SUBJECT: 2020/2021 FY Budget Hearing and Budget Adoption.

FISCAL IMPACT: Provide appropriations for 2020/2021 FY.

ACTION REQUESTED: 1) Open public hearing on the 2020/2021 FY Lassen County Budget; and 2) either continue the public hearing or take actions as follows: 1) Adopt resolution establishing appropriations limit in the amount not to exceed \$36,708,765, for 2020/2021 FY pursuant to California Constitution Article XIII-B and Government Code Section 7910; and b) approving the 2020/2021 FY Lassen County Budget; and c) setting the 2020/2021 FY Tax Rate.

Attachments:

- [1. Budget Memo and Resolution](#)
- [2. 20-21 Recommend Fund Summary](#)
- [3. 20-21 Fund Balance Classification](#)
- [4. 20-21 Recommended Revenues](#)
- [5. 20-21 Recommended Expenditures](#)
- [6. 20-21 Allocated Positions](#)

CAO Egan informed the Board the purpose of this item was to provide appropriations and to discuss the budget for the current 2020/2021 Fiscal Year (FY). CAO Egan discussed staffing and financial system changes in the Auditor's office, department projections and accounts payable/receivable that are projected to come in. CAO Egan stated due to late projects, this is the reason why the final budget is being presented for adoption later than anticipated. CAO Egan acknowledged and thanked CAO Executive Assistant Samantha McMullen for taking on the budget process and wanted to recognize

her great effort. CAO Egan stated there was a typo in the Resolution that referenced 2019/2020 Fiscal Year and it needed to reference the current Fiscal Year.

There were two changes to the budget since the publication in the newspaper that needed to be read into the record. The correction of the Fiscal Year to be changed on the Resolution to reflect 2020/2021 FY and a generator project the county received funding in the Office of Emergency Services budget for the jail and would be requesting an increase of \$160,000, in revenue with an expenditure in the same amount to facilitate that project. The other change would be the property tax upgraded system being implemented by the Treasurer/Tax Collector, Auditor and Assessor. Funding was received and a portion was spent for this system in the 2019/2020 FY. The remainder in the amount of \$716,571, needed to be appropriated for the 2020/2021 FY.

There currently is funding in the 2020/2021 FY budget that carried over from the 2019/2020 FY budget due to ongoing projects with Public Works, CARES funding, and Health and Social Services. CAO Egan also discussed bargaining units, negotiations, hemp and cannabis revenue, and the Teeter Program. Treasurer/Tax Collector Nancy Cardenas gave a brief over of the Teeter Program.

Discussion was held regarding the Fair budget and revenue.

Director of Public Works Pete Heimbigner discussed the Trail Coordinator position and future projects.

Director of Health and Social Services (HSS) Barbara Longo discussed HSS 2020/2021 FY budget. Administrative Assistant Sue Bardouski and Chief Fiscal Officer Yvonne Smith briefly discussed the Lead Poisoning Program.

Treasurer/Tax Collector Cardenas made a correction and informed the Board the actual grant amount for the Megabyte budget was \$750,000.

Sheriff/Coroner Dean Growdon gave an extensive overview of the generator project, revenue received in the 2019/2020 FY, and the 2020/2021 FY budget.

The Public Hearing was open from 11:37 a.m. - 11:40 a.m.

There were no speakers in favor or in opposition.

Director of Planning and Building Services Maurice Anderson briefly discussed code enforcement, illegal cannabis grows and data programs.

County Clerk-Recorder Julie Bustamante discussed special election billing and

grant funding.

Agricultural Commissioner Craig Hemphill briefly discussed hemp and taxation.

Fair Manager Jim Wolcott briefly discussed Fair revenue, activity and \$48,500 to be received from the Department of Food and Agriculture. CAO Egan recommended to reduce the General Fund by that amount and requested to amend the 2020/2021 FY budget.

County Counsel Burns stated the action that was requested was to adopt the Resolution establishing appropriations limit in the amount not to exceed \$36,708,765, for 2020/2021 FY pursuant to California Constitution Article XIII-B and Government Code Section 7910; and approving the 2020/2021 FY Lassen County Budget and setting the 2020/2021 FY Tax Rate. Including the corrections CAO Egan added to the Megabyte contract and the generator project. Also with the correction of the typographical error in the Resolution to reflect the 2020/2021 FY.

SPEAKERS: Doreen Smith Powers.

A motion was made by Supervisor Albaugh, seconded by Supervisor Gallagher, that this Resolution No. 20-042 be approved. The motion carried by the following vote:

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

DEPARTMENT REPORTS - CONTINUED

HEALTH AND SOCIAL SERVICES

COVID-19 UPDATE
SUBJECT: Covid-19 update.
FISCAL IMPACT: None.
ACTION REQUESTED:Receive report.

Director of Health and Social Services Barbara Longo gave an extensive update of COVID-19 which included number of Covid cases, restaurants and indoor dining, and current status of Lassen County. Supervisor Gallagher reminded everyone the flu shot drive-thru would be open on September 30, 2020.

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS
Nothing to report.

ADJOURNMENT

There being no further business, the meeting is adjourned at 12:44 p.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board