



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

Tuesday, June 19, 2018

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:00 A.M. CALL TO ORDER

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

Absent: Supervisor Hammond.

Present: 4 - Chris Gallagher, David Teeter, Jeff Hemphill and Aaron Albaugh

Absent: 1 - Tom Hammond

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced:

Employee performance evaluation: County Administrative Officer.

CLOSED SESSION

Closed session was held from 9:01 a.m. - 9:40 a.m.

Present: Supervisors Gallagher, Teeter, Hemphill and Albaugh. Also Present: CAO Egan.

RECESS: 9:40 a.m. - 9:41 a.m.

9:41 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Gallagher.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Supervisor Gallagher announced the following:

- 1) Employee performance evaluation: County Administrative Officer.

Direction was given to CAO Egan.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

PUBLIC COMMENTS

Chairperson for Lassen Land and Trails Trust Committee Elizabeth Norton: Discussed Assistance and Feasibility Programs and requested a Letter of Support from the Board.

Sheriff/Coroner Dean Growdon: 1) Discussed an Off Highway Vehicle meeting; 2) discussed partnership with the Bureau of Land Management (BLM); and 3) briefly discussed sales tax.

UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

Supervisor Albaugh: 1) Attended the Pit River Rod & Gun Club Junior Fishing Derby in Adin; 2) will be attending a Regional Council Representatives of California (RCRC) meeting on June 20, 2018; 3) briefly discussed the Department of Water Resources report that was recently released; and 4) requested to designate \$500 to the Big Valley Recreation District, \$500 to the Lassen Library and \$250 to the Providence Farm Center from his discretionary funds.

Supervisor Teeter: 1) Attended a Lassen-Plumas-Sierra Community Action Agency meeting; and 2) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting.

Supervisor Hemphill: 1) Attended the Alumni picnic; and 2) requested to designate the remainder of his discretionary funds to Lassen Senior Services.

Supervisor Gallagher: 1) Will be having a cleanup day in Westwood on Saturday, June 23, 2018; 2) requested to designate the remainder of his discretionary funds to C&S Waste.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G1 Lassen County Office of Education Agreement and Supervisor Teeter pulled Item# G3 Supervisor Teeter, for additional discussion.

BOARD OF SUPERVISORS

Approval of the Consent Agenda

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

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

SUPERVISOR HAMMOND

SUBJECT: 1) Request to designate \$500 to the Herlong High School Cheerleading squad and \$2272.00 to the Doyle Senior Center.

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 GALLAGHER

SUBJECT: 1) Request to designate \$1042.39 to C&S Waste Solutions for the Westwood cleanup day on June 23, 2018.

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.

SUPERVISOR HEMPHILL

SUBJECT: 1) Request to designate \$500 to the Milford Community Association; 2) \$500 to the Janesville Music Program; 3) \$500 to the Janesville Town Council; 4) \$500 to the Johnstonville Grange; 5) \$500 to the Lassen-Modoc Food Bank.

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.

AUDITOR'S OFFICE

REPORT

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of May 31, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 5-31-2018](#)

This Report was approved on the Consent Agenda.

CHILD SUPPORT SERVICES

AGREEMENT

SUBJECT: Request the Board to approve the State Fiscal Year 2018/2019 Agreement between the Department and the Law Office of Jessica Ryan Keeney in the amount of \$89,280.00 per year.

FISCAL IMPACT: There is no fiscal impact to the General Fund; there is no net increase to appropriations.

ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize the County Administrative Officer to sign the contract.

Attachments: [CSS 6.19.18 packet](#)

This Action Item was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting minutes of June 12, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes](#)

These Minutes were approved on the Consent Agenda.

SHERIFF'S DEPARTMENT

FIRE SPRINKLER REPAIR

SUBJECT: Fire sprinkler repair. Ratification of emergency purchase.

FISCAL IMPACT: \$28,524 will come from an existing allocation in Fund/Budget Unit No. 130-0525.

ACTION REQUESTED: Ratify the emergency purchase.

Attachments: [SO Fire Sprinkler Repair Attach](#)

This Action Item was approved on the Consent Agenda.

ADMINISTRATION

SUBJECT: Change in classification of one Sergeant position to a Correctional Sergeant position.

FISCAL IMPACT: Limited cost savings based on the difference in the salary scales of the two bargaining units.

ACTION REQUESTED: Approve the change in classification of one Sergeant position in the Peace Officers Association (POA) Supervisors Unit at Range 21, to a Correctional Sergeant position in the POA Unit B at Range 21.

Attachments: [G10 Attach](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

REPORT

SUBJECT: Treasurer’s Investment Report for May 31, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 05-31-2018](#)

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Susanville City Council Special Meeting agenda for May 29, 2018.
- b) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting agenda for June 14, 2018.

Attachments: [20180615145150077](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

BOARD OF SUPERVISORS

LASSEN COUNTY OFFICE OF EDUCATION AGREEMENT

SUBJECT: Amendment of Agreement to provide network and technology services and support between the County of Lassen and the Lassen County Office of Education.

FISCAL IMPACT: Paid from the Internal Services Department Fund/Budget Unit No. 104-0322, or other County Departments as needed and budgeted.

ACTION REQUESTED: 1) Approve Amendment of Agreement for network and technology services and support between the County of Lassen and the Lassen County Office of Education, for a two year period, in the amount not to exceed \$140,000, per year; and 2) authorize the CAO to sign the Agreement.

Attachments: [180619 G1 001](#)

Supervisor Albaugh commended the program and had questions regarding the number of employees supported.

Information Services Supervisor Jason Housel and LCOE Network Systems Manager Robert Talley gave a detailed report of the program and agreement. Discussion was held.

SPEAKERS: Sheriff/Coroner Dean Growdon.

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: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

SUPERVISOR TEETER

SUBJECT: 1) Request to designate \$500 to the Sensory Avenue of Susanville and \$1231.50 to Rooptown 9 Neighborhood Watch.

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

ACTION REQUESTED: Approve expenditures.

Supervisor Teeter requested to make the following changes to his designation of discretionary funds from the Board of Supervisors meeting held June 12, 2018:

\$500 to Sensory Avenue of Susanville.

\$400 worth of neighborhood watch signs to the City of Susanville for Rooptown 9 Neighborhood Watch.

\$800 to the Westwood Chamber of Commerce to purchase a 501C3 for the Westwood Farmer's Market.

A motion was made by Supervisor Teeter, seconded by Supervisor Albaugh, that this Action Item be tabled until the June 26, 2018 Board of Supervisors meeting. The motion carried by the following vote:

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

MATTERS SET FOR TIME CERTAIN

10:00 a.m.: PROCLAMATION

SUBJECT: Proclamation recognizing Donna Humphrey (Behavioral Health) on her retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

Attachments: [Proclamation 2018 -- Donna Humphrey](#)

Supervisor Gallagher presented a Proclamation recognizing Donna Humphrey (Behavioral Health) on her retirement from Lassen County.

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

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

10:02 a.m. RECOGNITION COMMITTEE PRESENTATION

SUBJECT: 15 Year Awards: Timothy Heffley (Sheriff's Department) and Robert Roadifer (Juvenile Hall).

FISCAL IMPACT: None.

ACTION: Present awards.

Supervisor Gallagher presented awards to the following employees:

15 Years: Robert Roadifer (Juvenile Hall) and Tim Heffley (Sheriff's Department).

PUBLIC HEARINGS

10:05 a.m.: PLANNING

SUBJECT: Public Hearing: Parcel Map #2018-002, Rezone #2018-002, Gregg and Heather Ethridge. Proposal to split a 20-acre parcel into two parcels: Resultant Parcels A and B are each 10 acres in size. The subject parcel is zoned A-2-B-19 (Agricultural Residential District, 19 Acre Building Site Combining District), whereas the applicants propose to rezone the subject parcel into the A-2-B-10 (Agricultural Residential District, 10 Acre Building Site Combining District) zoning district to allow for the parcel map application. The project site is located at 465-445 Elysian Valley Road, Janesville, CA 96114 (APN 129-650-31), approximately 1.25 miles west of the intersection of Wingfield Road and Janesville Main Street (said intersection is a quarter-mile south of U.S. Highway 395).

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Receive the Planning Commission's recommendation regarding the parcel map and rezone applications; and 2) conduct a public hearing; and 3) consider adoption of a Resolution approving or disapproving the parcel map and rezone applications; and 4) introduce and adopt, by title only, the Ordinance implementing the rezone.

Attachments: [PB Ethridge Part one Clerk 6-19-18](#)

[PB Ethridge Part two 6-19-18](#)

[PB ORDINANCE](#)

CAO Egan recused himself and was absent from the Board Room from 10:17 a.m. - 10:39 a.m.

Associate Planner Stefano Richichi gave an overview of the proposal to split a 20-acre parcel into two parcels. Extensive discussion was held.

The Public Hearing was open from 10:30 a.m. - 10:31 a.m.

Property Owners Gregg and Heather Etheridge spoke in Favor of the item.

There were no speakers who spoke in opposition.

SPEAKERS: Planning and Building Services Director Maurice Anderson, Assistant Planning and Building Services Director Gaylon Norwood.

Deputy County Counsel Rios was absent from 10:17 a.m. - 10:18 a.m.

A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 18-041 and Ordinance No. 2018-005 be adopted. The motion carried by the following vote:

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

RECESS: 10:39 a.m. - 10:44 a.m.

MATTERS SET FOR TIME CERTAIN - Continued

10:15 a.m.: ROAD DEPARTMENT

SUBJECT: Merrillville Road Maintenance, County Road 226.

FISCAL IMPACT: To be determined.

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

Attachments: [D3 Attach](#)

Public Works Director Larry Millar gave a detailed report of Merrillville Road and the variety treatments used to maintain dust control. Discussion was held.

SPEAKERS: Rick Gifford and Larry Rollins.

Deputy County Counsel Rios was absent from 10:44 a.m. - 10:46 a.m.

DEPARTMENT REPORTS - Continued

PLANNING AND BUILDING SERVICES

BUILDING DIVISION

SUBJECT: The proposed Ordinance repeals and replaces section 12.24.070 (Work commenced without permit) of the Lassen County Code. The ordinance would increase the penalty for doing work without a permit (building, electrical, plumbing, mechanical, gas, etc.).

FISCAL IMPACT: Increase to General Fund/Budget Unit No. 100-0682.

ACTION REQUESTED: 1) Receive report; and 2) introduce the ordinance and read (or waive).

Attachments: [PB OrdCHP12.24 BldgCode6-19-18](#)

Planning and Building Director Maurice Anderson reported the proposed changes to penalties for violation of work commenced without a permit. Extensive discussion was held.

A motion was made by Supervisor Teeter, seconded by Supervisor Hemphill, that this Action Item be approved with the exception of the verbiage change to the Ordinance in Subsection C. The motion carried by the following vote:

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

COUNTY ADMINISTRATIVE OFFICE

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SHERIFF'S DEPARTMENT

SUBJECT: Sheriff and Undersheriff Classifications.

FISCAL IMPACT: No change in appropriation for 2017/2018 budget; Any anticipated increase for 2018/2019 will be included in that budget process.

ACTION REQUESTED: 1) Receive report from CAO; and 2) approve side letter agreement with Lassen County Peace Officers Association Management Unit (LCPOMA); and 3) approve change to Undersheriff job description; and 4) approve change to Personnel Rules and Regulations; and 5) adopt Resolution fixing salary and benefits of Sheriff and Undersheriff classifications to LCPOMA salary and benefit schedule; or 6) provide direction to staff.

Attachments: [Sheriff and Undersheriff Classifications](#)

CAO Egan gave a brief report of the requested changes to the Sheriff and Undersheriff Classifications. Discussion was held.

SPEAKERS: Sheriff/Coroner Dean Growdon.

A motion was made by Supervisor Albaugh, seconded by Supervisor Teeter, to: 1) Receive report from CAO; 2) approve side letter agreement with Lassen County Peace Officers Association Management Unit (LCPOMA); 3) approve change to Undersheriff job description; 4) approve change to Personnel Rules and Regulations; and 5) adopt Resolution No. 18-042 fixing salary and benefits of Sheriff and Undersheriff classifications to LCPOMA salary and benefit schedule. The motion carried by the following vote:

Aye: 4 - Gallagher, Teeter, Hemphill and Albaugh

Absent: 1 - Hammond

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

Nothing to report.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:42 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board