



Lassen County

G9

Meeting Minutes Board of Supervisors

DRAFT

LASSEN COUNTY SUPERVISORS:

DISTRICT 1 - CHRIS GALLAGHER - VICE CHAIRMAN; DISTRICT 2 - GARY BRIDGES; DISTRICT 3 - TOM NEELY; DISTRICT 4 - AARON ALBAUGH - CHAIRMAN; DISTRICT 5 - JASON INGRAM

Tuesday, January 9, 2024

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:00 A.M. CALL TO ORDER

BOARD OF SUPERVISORS ORGANIZATIONAL MEETING. CALL TO ORDER BY DEPUTY CLERK OF THE BOARD OF SUPERVISORS MICHELE YDERRAGA AND ELECTION OF CHAIRMAN AND VICE CHAIRMAN.

Present: Supervisors Gallagher, Bridges, Neely, Albaugh, and Ingram. Also present: County Administrative Officer (CAO) Richard Egan, and Deputy Clerk of the Board Michele Yderraga.

County Counsel Amanda Uhrhammer arrived at 9:08 a.m.

Deputy Clerk of the Board Yderraga called the meeting to order at 9:00 a.m. and asked for nominations of a Chairman.

A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges to nominate Supervisor Albaugh as Chairman. The motion carried by the following vote:

Ayes: 4 - Gallagher, Bridges, Neely, and Ingram
Nays: 1 - Albaugh

Deputy Clerk of the Board Yderraga asked for nominations for a Vice Chairman.

A motion was made by Supervisor Bridges to nominate Supervisor Gallagher as Vice Chairman. The motion carried by the following vote:

Ayes: 4 - Bridges, Neely, Albaugh, and Ingram.
Nays: 1 - Gallagher

Present: 5 - Chris Gallagher, Aaron Albaugh, Gary Bridges, Tom Neely and Jason Ingram

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: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Case No. 202302-19678013 Skeen v. Lassen County Sheriff's Office.

CLOSED SESSION

Closed session was held from 9:03 a.m. - 9:15 a.m.

Present: Supervisors Gallagher, Bridges, Neely, Albaugh, and Ingram. Also present: CAO Egan, Deputy CAO Tony Shaw, and Deputy Clerk of the Board Yderraga.

Deputy CAO Shaw was absent from 9:08 a.m. - 9:10 a.m.

County Counsel Uhrhammer arrived at 9:08 a.m.

RECESS: 9:10 a.m. - 9:30 a.m.

9:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Albaugh.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session item:

- 1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Case No. 202302-19678013 Skeen v. Lassen County Sheriff's Office.

No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Albaugh requested to remove Item# G9 - Lassen County Board of Supervisors Meeting Minutes of November 28, 2023.

A motion was made by Supervisor Ingram, seconded by Supervisor Bridges, that this Agenda be approved as amended. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended Lassen Transit Service Agency (LTSA) and Lassen County Transportation Commission (LCTC); 2) attended a Volcanic Legacy Byway meeting; 3) announced it was National Law Enforcement Appreciation Day and thanked all law enforcement; 4) adjourned in memory of Linda Doss.

Supervisor Bridges: 1) Missed the board meeting of December 19, 2023; 2) attended an agenda meeting; 3) attended a meeting with Alliance for Workforce; 4) attended a meeting with Planning and Service Area - Area Agency on Aging (PSA 2 AAA).

Supervisor Ingram: 1) Wished everyone a Happy New Year; 2) raised \$1,294 for youth for Christmas presents with the Salvation Army; 3) organizing career opportunities workshop at high school in April; 4) creating board for non-profit Norcal and bylaws are almost complete; 5) organized a group of volunteers for Doyle polling place; 6) received grant funding for Doyle Fireland turnout.

Supervisor Neely: 1) Wished a to everyone a Happy New Year and congratulated Supervisor Ingram for winning the battle of the kettles; 2) attended an LTSA and LCTC meetings; 3) thanked the road department for keeping up on snow removal.

Supervisor Albaugh: 1) Wished everyone a Happy New Year and a hoped everyone had a good holiday season; 2) thanked the board for electing him as Chairman; 3) attended an LTSA and LCTC meetings; 4) announced a lion had killed 30 sheep on one producer and the Department of Fish and Wildlife same issued a harassment permit; 5) Southern Cascades ambulance in North County closed the first of the year.

BOARDS AND COMMISSIONS

COMMITTEE APPOINTMENTS

SUBJECT: Annual Committee appointments for 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: Make appointments to the following Boards, Committees and Commissions:

1. Behavioral Health Advisory Board

- a. Welfare and Institution Code section 5604; Resolution No. 13-025.
- b. One County Supervisor and one Alternate.

CURRENT APPOINTMENTS: Bridges (R), Neely (A)

2. Public Risk Innovation Solutions Management (PRISM)

- a. Government Code section 6500, Joint Powers Agency.
- b. One director from each member County and one alternate director.

CURRENT APPOINTMENTS: Egan (R), Shaw (A)

3. Eagle Lake Interagency Board

a. Unknown.

b. Appoint one member of Board of Supervisors.

CURRENT APPOINTMENTS: Gallagher

4. Emergency Medical Care Committee

a. Health and Safety Code Section 1797.272.

b. One regular member from the Board of Supervisors.

CURRENT APPOINTMENTS: Ingram (R)

5. Honey Lake Valley Recreation Authority

a. Government Code section 6500, Joint Powers Agency.

b. Two regular appointees from each member entity (Supervisors) and one alternate (Supervisor).

CURRENT APPOINTMENTS: Neely (R), Ingram (R), Gallagher (A)

6. Indian Gaming Local Community Benefit Committee

a. Government Code section 12715.

b. Two representatives from the County, selected by the Board of Supervisors.

CURRENT APPOINTMENTS: Neely, Ingram

7. Land Conservation Committee

a. Resolution No. 12-050; Minute Order of January 16, 2001.

b. A member of the Board of Supervisors.

CURRENT APPOINTMENTS: Albaugh

8. Lassen County Air Pollution Control District

a. Health and Safety Code section 40100.5; April 25, 2000 Minute Order of the Board of Supervisors.

b. Three County Supervisors.

CURRENT APPOINTMENTS: Gallagher, Neely, Ingram

9. Lassen County Children and Families First Commission (FIRST 5)

a. Health and Safety Code section 130100; County Code Chapter 7.02.

b. One County Supervisor.

CURRENT APPOINTMENTS: Gallagher

10. Lassen County Transportation Commission (LCTC)

a. Government Code section 29535.

b. Three members appointed by the Board of Supervisors. Three alternates appointed by the Board of Supervisors.

CURRENT APPOINTMENTS: Gallagher (R), Ingram (A); Albaugh (R), Bridges (A); Neely (R), Ingram (A)

11. Lassen Transit Services Agency (LTSA)

- a. Government Code section 6500, Joint Powers Agency.
- b. Three individuals, the same three as are on Transportation Commission. Three alternates, who must be same alternates as to Transportation Commission.

CURRENT APPOINTMENTS: Gallagher (R), Ingram (A); Albaugh (R), Bridges (A); Neely (R), Ingram (A)

12. Lassen Regional Solid Waste Management Authority (LRSWMA)

- a. Government Code section 6500, Joint Powers Agency.
- b. Two directors to be selected from a list of eligible applicants; an alternate for each director may be appointed also.

CURRENT APPOINTMENTS: Albaugh (R), Neely (A); Gallagher (R), Ingram (A)

13. Lassen-Plumas-Sierra Community Action Agency

- a. Government Code section 6500, Joint Powers Agency.
- b. Two elected officials or their representatives, appointed by the Board of Supervisors.

CURRENT APPOINTMENTS: Bridges (R), Barbara Longo (A)

14. Northern California Emergency Medical Services, Inc (Nor-Cal EMS)

- a. Government Code Section 6500, Joint Powers Agency
- b. One Supervisor from each member County; one alternate, need not be a Supervisor

CURRENT APPOINTMENTS: Ingram (R), Bridges (A)

15. Northern Rural Training and Employment Consortium (NorTEC)

- a. Government Code Section 6500, Joint Powers Agency.
- b. One County Supervisor and one alternate.

CURRENT APPOINTMENTS: Bridges (R), Ingram (A)

16. Planning and Service Area 2-Area Agency on Aging (PSA 2 AAA) Executive Board

- a. Government Code Section 6500, Joint Powers Agency.
- b. Two regular seats, at least one of which shall be a member of the Board of Supervisors and one alternate.

CURRENT APPOINTMENTS: Bridges (R), Neely (A)

17. Trindel Insurance Fund

- a. Government Code section 6500, Joint Powers Agency.
- b. One elected official or employee appointed by Board of Supervisors. One alternate appointed by Board also.

CURRENT APPOINTMENTS: Egan, Shaw

18. Long Valley Groundwater Management District

- a. Government Code Section 6500, Joint Powers Authorization.
- b. A member of the Board of Supervisors to fill a vacancy of a four year term for Director 1 (exp. July 1, 2025).

CURRENT APPOINTMENTS: Ingram, Neely

19. Big Valley Groundwater Advisory Committee

- a. Government Code Section 6500, Joint Powers Agency.
- b. One County Supervisor and one Alternate.

CURRENT APPOINTMENTS: Albaugh (R), Bridges (A)

20. Susanville Veterans Memorial Building Task Force

- a. Resolution 09-057; Minute Order of October 13, 2009.
- b. Multiple.

1) Board of Supervisors

- i. Primary.
- ii. Alternate.

CURRENT APPOINTMENTS: (P) Neely, (A) Vacant (nominee by the City of Susanville)

2) Blue Star Mothers of America

- i. Primary.
- ii. Alternate.

CURRENT APPLICANTS: (P) Tricia Deutsch, (A) Joanne Darlington

3) Marine Corps League

- i. Primary.
- ii. Alternate.

CURRENT APPLICANTS: (P) Vacant, (A) Vacant

4) Veterans of Foreign Wars

- i. Primary.
- ii. Alternate.

CURRENT APPLICANTS: (P) Donald Moose, (A) Ronald Wood

5) Veterans Auxiliary Groups

- i. Primary.
- ii. Alternate.

CURRENT APPLICANTS: (P) Lola Ramey, (A) Wendy Jacobs

6) Public-at-Large

- i. Primary.
- ii. Alternate.

CURRENT APPLICANTS: (P) Vacant, (A) Vacant

7) Lassen County Veterans Service Officer

i. Primary.

ii. Alternate.

CURRENT APPOINTMENTS: Chris Mancebo, Veteran Services Officer (VSO) (P), Designee of VSO (A)

8) Lassen County Director of Public Works

i. Primary.

ii. Alternate.

CURRENT APPOINTMENTS: (P) Pete Heimbigner, (A) Designee of Director

9) American Legion

i. Primary.

ii. Alternate.

CURRENT APPLICANTS: (P) Stephen Soto, (A) Larry Rogers

1. Behavioral Health Advisory Board

Bridges (R), Neely (A)

2. Public Risk Innovation Solutions Management (PRISM)

Egan (R), Shaw (A)

3. Eagle Lake Interagency Board

Gallagher

4. Emergency Medical Care Committee

Ingram (R)

5. Honey Lake Valley Recreation Authority

Neely (R), Gallagher (R), Ingram (A)

6. Indian Gaming Local Community Benefit Committee

Neely, Ingram

7. Land Conservation Committee

Albaugh

8. Lassen County Air Pollution Control District

Gallagher, Neely, Ingram

9. Lassen County Children and Families First Commission (FIRST 5)

Gallagher

10. Lassen County Transportation Commission (LCTC)

Gallagher (R), Ingram (A); Albaugh (R), Bridges (A); Neely (R),

Ingram (A)

- 11. Lassen Transit Services Agency (LTSA)
Gallagher (R), Ingram (A); Albaugh (R), Bridges (A); Neely (R),
Ingram (A)
- 12. Lassen Regional Solid Waste Management Authority (LRSWMA)
Albaugh (R), Neely (A), Gallagher (R) Ingram (A)
- 13. Lassen-Plumas-Sierra Community Action Agency
Bridges (R), Barbara Longo (A)
- 14. Northern California Emergency Medical Services, Inc (Nor-Cal EMS)
Ingram (R), Bridges (A)
- 15. Northern Rural Training and Employment Consortium (NorTEC)
Bridges (R), Ingram (A)
- 16. Planning and Service Area 2-Area Agency on Aging (PSA 2 AAA)
Executive Board
Bridges (R), Neely (A)
- 17. Trindel Insurance Fund
Egan, Shaw
- 18. Long Valley Groundwater Management District
Ingram, Neely
- 19. Big Valley Groundwater Advisory Committee
Albaugh (R), Bridges (A)
- 20. Susanville Veterans Memorial Building Task Force
 - a. Resolution 09-057; Minute Order of October 13, 2009.
 - b. Multiple.
 - 1) Board of Supervisors
(P) Neely, (A) Vacant (nominee by the City of Susanville)
 - 2) Blue Star Mothers of America
(P) Tricia Deutsch, (A) Joanne Darlington
 - 3) Marine Corps League
(P) Vacant, (A) Vacant

4) Veterans of Foreign Wars
(P) Donald Moose, (A) Ronald Wood

5) Veterans Auxiliary Groups
(P) Lola Ramey, (A) Wendy Jacobs

6) Public-at-Large
(P) Vacant, (A) Vacant

7) Lassen County Veterans Service Officer
Chris Mancebo, Veteran Services Officer (VSO) (P), Designee of VSO (A)

8) Lassen County Director of Public Works
(P) Pete Heimbigner, (A) Designee of Director

9) American Legion
(P) Stephen Soto, (A) Larry Rogers

A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that these Appointments be approved. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

INFORMATION/CONSENT CALENDAR

Supervisor Neely requested to pull Item# G5 - Resolution. Supervisor Albaugh requested to pull Item# G8 - Lassen County Board of Supervisors Meeting Minutes.

Approval of the Consent Agenda

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

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

AUDITOR/CONTROLLER/TREASURER/TAX COLLECTOR DEPARTMENT

FUND CASH BALANCES

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of October 2023.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Auditor TTC Fund Cash Bal](#)

This Report was received and filed on the Consent Agenda.

PORTFOLIO

SUBJECT: Treasurer’s Investment Report for October 2023.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Auditor TTC Portfolio](#)

This Report was received and filed on the Consent Agenda.

LETTER OF SUPPORT

SUBJECT: Approval of a letter of support for Lassen Fire Safe Council Inc.’s Cal Fire Wildfire Prevention Lassen National Forest Hazard Tree Removal Project.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve and authorize the Chair to execute.

Attachments: [240109 LNF Dixie Fire Hazard Tree Proposal PDF](#)

This Action Item was approved on the Consent Agenda.

LETTER OF SUPPORT

SUBJECT: Approval of a letter of support for Lassen Fire Safe Council Inc.’s Cal Fire Wildfire Prevention North Susanville Wildland Urban Interface (WUI) Fuels Treatment Project.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve; and 2) authorize the Chair to execute.

Attachments: [240109 North Susanville WUI Fuels Treatments Proposal-PDF](#)

This Action Item was approved on the Consent Agenda.

SHERIFF'S DEPARTMENT

CORRECTION TO PAY RANGE

SUBJECT: Correction to typographical error in the pay range for Correctional Technician approved on December 19, 2023.

FISCAL IMPACT: No fiscal impact to the assigned Fund/Budget Unit No. 130-0525 as this was approved with the annual budget process.

ACTION REQUESTED: 1) Approve the correction of the typographical error; and/or 2) provide direction to staff.

Attachments: [SO Attach](#)

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence.

- a) Notice of Cancellation of the Lassen County Planning Commission Meeting scheduled for January 2, 2024. The next regularly scheduled meeting is scheduled for February 6, 2024.
- b) Lassen County Fair Meeting Minutes of November 14, 2023.
- c) Lassen County Behavioral Health Advisory Board regular meeting agenda for January 8, 2024.
- d) Lassen and Modoc Counties letter regarding an Amendment of the Big Valley Groundwater Sustainability Plan.
- e) Lassen Transit Service Agency regularly scheduled meeting agenda for January 8, 2024.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF NOVEMBER 28, 2023.
 SUBJECT: Meeting Minutes of November 28, 2023.
 FISCAL IMPACT: None.
 ACTION REQUESTED: Approve.

These Minutes were approved on the Consent Agenda.

DEPARTMENT REPORTS

AUDITOR/CONTROLLER/TREASURER/TAX COLLECTOR DEPARTMENT

RESOLUTION
 SUBJECT: Adoption of a resolution for the purpose of participating in the state and federal surplus personal property program.
 FISCAL IMPACT: None.
 ACTION REQUESTED: Adopt resolution.

Attachments: [Admin - Surplus Property Attach](#)

Supervisor Neely stated he would like to see additional staff added to the list who can view surplus property. Deputy CAO Tony Shaw informed the board there was a purchasing policy in place. CAO Egan said the department head identified can include their department to look at equipment. County Counsel Uhrhammer added the department head would make the ultimate decision and that is who should be nominated. Brief discussion was held.

A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that this Resolution No. 23-001 be adopted. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF
NOVEMBER 14, 2023

SUBJECT: Meeting minutes of November 14, 2023.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Supervisor Albaugh stated there was a clerical error on the Minutes.

A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that these Minutes be approved as amended. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

PUBLIC WORKS DEPARTMENT

CORWIN FORD AGREEMENT

SUBJECT: Agreement Between Lassen County and Corwin Ford.

FISCAL IMPACT: Maximum contract not-to-exceed amount of \$75,000 from Road Operating/Maintenance Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize the Director of Public Works to execute.

Attachments: [PW Corwin Ford](#)

CAO Egan stated the next three contracts were similar in nature. CAO Egan briefly discussed the purchasing policy. Additional discussion was held.

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

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

MATTERS SET FOR TIME CERTAIN

AUDITOR AUDIT REPORT VIA ZOOM

SUBJECT: 2018 - 2022 Financial Statements and Audit.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive virtual report.

Attachments: [LASSEN Audit Committee Letter 2018-19](#)
[LASSEN Financial Statements 2018-19](#)
[LASSEN Single Audit Report 2018-19](#)
[LASSEN Audit Committee Letter 2019-20](#)
[LASSEN Single Audit 2019-20](#)
[2019-20](#)
[LASSEN Audit Committee Letter 2020-21](#)
[LASSEN Financial Statements 2020-21](#)
[LASSEN Single Audit 2020-21](#)
[LASSEN Audit Committee Letter 2021-22](#)
[LASSEN Financial Statements 2021-22](#)
[LASSEN Single Audit Report 2022-22](#)

Auditor/Controller/Treasurer/Tax Collector Nancy Cardenas informed the board this presentation was pertaining to audits from fiscal years 2019 - 2022 prepared by Senior Partner Fausto Hinojosa of Price Paige and Company. Mr. Hinojosa gave a virtual report on the audits and discussed the type of audit report and opinions of the financial statements, new acting standards, liabilities, assets, balance sheets, financial grants, net position, revenues, net worth, funding, taxes intergovernmental licenses, department funds, employment benefits, cash position, cash investments, capital assets, pension plans, and the implementation of the new audit system. Mr. Hinojosa stated Lassen County was doing well with liabilities based on a county of it's size. Mr. Hinojosa also explained each portion of the 2022 audit in detail. CAO Egan reminded the board Mr. Hinojosa had only discussed the 2022 audit, and there were three prior audits in their packets. The three audits had similar issues identified and have been addressed and corrected. The Board of Supervisors thanked Auditor/Controller Nancy Cardenas and her staff for their efforts in the audit. Brief discussion was held.

RECESS: 10:57 a.m. - 11:02 a.m.

MATTERS SET FOR TIME CERTAIN - CONTINUED

RETIREMENT PROCLAMATION

SUBJECT: Present Retirement Proclamation to Regina Mineau (Sheriff's Office) and Dean Growdon (Sheriff's Office).

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt proclamations.

Supervisor Albaugh presented Retirement Proclamations to Dean Growdon (Sheriff's Office) and Gina Mineau (Sheriff's Office).

SPEAKERS: Dean Growdon, Supervisor Gallagher, Treasurer/Tax Collector Nancy Cardenas, Supervisor Bridges, Supervisor Albaugh, Supervisor Ingram,

CAO Egan, Sheriff's Captain Mike Carney, Sheriff's Lieutenant David Woginrich, Sheriff's Sergeant Dustin Russell.

CAO Egan was absent from 11:02 a.m. - 11:03 a.m.

Supervisor Ingram was absent from 11:02 a.m. - 11:03 a.m.

A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that these Proclamations be adopted. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

HOUSING ELEMENT UPDATE

SUBJECT: 7th Cycle Housing Element Update: Draft Housing Strategy.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive a presentation and review the Draft Housing Strategy; and 2) receive feedback and suggestions from the public; and 3) provide direction to staff and consultants on the Housing Element Update.

Attachments: [D3 Attach](#)

Director of Planning and Building Services Maury Anderson informed the board this item was pertaining to the housing element update and was conducted every five years. Director Anderson briefly discussed the requirements of the housing element. Director Anderson recognized Housing Program Manager Grace Poor and Assistant Director of Planning and Building Services Gaylon Norwood. Supervisor Albaugh asked what would happen if this was not approved. Program Manager Poor stated many of the grants that are received at Health and Social Services require an active housing development. The consensus of the board was to move forward and send to the state.

DEPARTMENT REPORTS - CONTINUED

AMERICAN DIESEL AND LIGHT TRUCK REPAIR CONTRACT

SUBJECT: Agreement Between Lassen County and American Diesel and Light Truck Repair.

FISCAL IMPACT: Maximum contract not-to-exceed amount of \$75,000 from Road Operating/Maintenance Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize the Director of Public Works to execute.

Attachments: [PW American Diesel](#)

Director of Public Works Pete Heimbigner informed the board this item was a one year contract for maintenance repair of road equipment for light trucks. Director Heimbigner announced that currently Public Works did not have a mechanic in house and was still recruiting for the position. Director Heimbigner also stated Public Works currently had another contract with Cashman and have used them in the past. There were clerical corrections to be amended on the contract.

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

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

CASHMAN EQUIPMENT AGREEMENT AMENDMENT

SUBJECT: Amendment Between Lassen County and Cashman Equipment Company.

FISCAL IMPACT: Maximum contract not-to-exceed amount of \$135,000 from Road Operating/Maintenance Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: 1) Approve agreement; and 2) authorize the Director of Public Works to execute.

Attachments: [PW Cashman](#)

Director of Public Works Pete Heimbigner stated this item was similar to the previous item. This was a contract with Cashman for heavy equipment repair such as graders and loaders. Most of the time Public Works would have a mobile mechanic work at the shop rather than transporting equipment off site. Brief discussion was held.

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

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

ADULT DETENTION FACILITY SAFETY CELL IMPROVEMENT PROJECT

SUBJECT: Additional Contingency Funding for Lassen County Adult Detention Facility Safety Cell Improvement Project.

FISCAL IMPACT: Contract Change Order not-to-exceed amount of \$37,330 from Capital Projects Fund/Budget Unit No. 150-1501.

ACTION REQUESTED: 1) Approve increase of contract change order in the amount of \$10,000 for a total of \$37,330; and 2) authorize the Director of Public Works to execute.

Attachments: [H4](#)

Director of Public Works Pete Heimbigner stated this project was approved in January 2023 for a safety remodel and renovation addition at the adult detention center. Director Heimbigner said they were back for change orders of approximately ten percent and gave a brief description of the repairs. Director Heimbigner also discussed bids and change orders. Sheriff's Captain John McGarva thanked Director Heimbigner and Deputy Director Kayla Neely for their work and stated they had been working on this for five years. Captain McGarva also said on behalf of the Sheriff's Office he wanted to thank Director Heimbigner for his assistance. A clerical error was noticed.

A motion was made by Supervisor Bridges, seconded by Supervisor

Gallagher, that this Action Item be approved as amended. The motion carried by the following vote:

Aye: 5 - Gallagher, Albaugh, Bridges, Neely and Ingram

COUNTY ADMINISTRATIVE OFFICE

PRISON TRIAL COSTS REIMBURSEMENT
SUBJECT: Recap of High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2023 through November 2023.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [Personnel Report](#)

CAO Egan stated this item is typically on the Consent Calendar and said he had moved it to Department Reports because to discuss the process and procedure of the Prison Trial Costs Reimbursement. CAO Egan stated this was the procedure for Lassen County to claim costs from the state for defense expenses the county routinely does. The state reimbursement protocol is if an attorney provides services and the claim is in excess of six months the state will not provide reimbursement. The county doesn't have any control over the process. CAO Egan stated he had reached out to Assembly and Senator Dahle to seek a legislative fix to this problem but it didn't appear to be the intent of the state of the six month deadline. Brief discussion was held.

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan: Nothing to report.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:53 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board