



Lassen County

Meeting Minutes

Board of Supervisors

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, October 22, 2024

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:00 A.M. CALL TO ORDER

Present: Supervisors Gallagher, Bridges, Neely, Albaugh, and Ingram. Also present: Deputy County Administrative Officer (CAO) Tony Shaw, County Council Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

CAO Richard Egan was absent by prearrangement.

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

Deputy CAO Shaw announced the following closed session items:

- 1) Conference with Labor Negotiator Scott McLeran: 1) Lassen County Peace Officers Association Supervisors Unit (LCPOSA); and 2) Lassen County Deputy Sheriffs Association (LCDSA).
- 2) Employee performance evaluation: Agricultural Commissioner.

CLOSED SESSION

Closed session was held from 9:01 a.m. - 10:02 a.m.

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

Agricultural Commissioner Craig Hemphill was present from 9:01 a.m. - 9:12 a.m.

Personnel/Risk Analyst Regina Schaap was present from 9:01 a.m. - 10:02 a.m.
Labor Negotiator Scott McLeran was present from 9:12 a.m. - 10:01 a.m. via teleconference.

RECESS: 10:02 a.m. - 10:08 a.m.

10:08 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

Deputy CAO Shaw announced the following closed session items:

1) Conference with Labor Negotiator Scott McLeran: 1) Lassen County Peace Officers Association Supervisors Unit (LCPOSA); and 2) Lassen County Deputy Sheriffs Association (LCDSA).

No reportable action.

2) Employee performance evaluation: Agricultural Commissioner.

No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

PUBLIC COMMENTS

California Highway Patrol (CHP) Commander Lacey Carney: Introduced herself as the new CHP Commander and gave a brief overview of her background in law enforcement.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Met with the new General Manager from the Spalding Community Services District (CSD) and stated the district wanted to return their finances back with the Lassen County Treasury; 2) attended the Stones-Bengard CSD Salvation Army food give away; 3) attended a Lassen County Local Formation Committee (LAFCo) meeting.

Supervisor Bridges: 1) Attended a Behavioral Health Advisory Board meeting; 2) attended the symphony at Larry Smith's barn; 3) attended the job fair at the college; 4) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 5) requested to adjourn in memory of John Kingston.

Supervisor Neely: 1) Attended a PSA 2 AAA meeting; 2) assisted at the Assembly of God Church for the senior food distribution; 3) attended a LAFCo meeting; 4) announced the Blue Star Moms would be having a baked potato sale on November 5th and to get in touch with him if anyone wanted tickets.

Supervisor Ingram: 1) Attended the Bridging the Gap event; 2) attended a coalition meeting; 3) The Christmas Bizarre would be held on November 2, 2024, at the Doyle Community Center; 4) would be attending the Farm Bureau dinner on October 26, 2024.

Supervisor Albaugh: 1) Announced Golden State Natural Resources (GSNR) was releasing the Draft Environmental Impact Report (DEIR) regarding the new pellet facility in Bieber. The Public DEIR Meeting would be held at the Bieber Veterans Memorial Building on October 28, 2024, at 6:00 p.m.; 2) visited Wemple's Pumpkin Patch in Milford for their 30 year anniversary; 3) will be attending a solid waste meeting; 4) will be attending a Southern Cascades meeting.

MATTERS SET FOR TIME CERTAIN

RECOGNITION AWARDS FOR OCTOBER 2024

SUBJECT: Recognition Awards for October 2024.

FISCAL IMPACT: None.

ACTION REQUESTED: That the Board of Supervisors present Recognition Awards to: 10 Years: Natasha Cote (Probation); Matthew Wood (Sheriff's Office); 25 Years: Michael Carney (Sheriff's Office).

Supervisor Albaugh recognized the following employees: 10 Years: Natasha Cote (Probation); Matthew Wood (Sheriff's Office); 25 Years: Michael Carney (Sheriff's Office).

Matthew Wood was not present.

SPEAKERS: Chief Probation Officer Jennifer Branning, Sheriff/Coroner John McGarva, Supervisor Albaugh, supervisor Bridges, and Supervisor Gallagher.

BOARDS AND COMMISSIONS

CLEAR CREEK COMMUNITY SERVICES DISTRICT

SUBJECT: Consider making appointment(s) to fill vacancies on the Clear Creek Community Services District board created by resignations.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider appointing Susan Miller, Joe Jimenez, and/or Randy Meeks; term expiration December 6, 2024.

Attachments: [F1](#)

Supervisor Albaugh gave a brief overview of the item and stated this item had been tabled at a prior meeting. Supervisor Albaugh said there currently were three vacancies and only one appointment needed to be made for a quorum. Brief discussion was held pertaining to the candidates and terms.

A motion was made by Supervisor Gallagher to appoint Susan Miller to the Clear Creek Community Services District board.

SPEAKERS: Cathy Hunter, Randy Meeks.

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

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

INFORMATION/CONSENT CALENDAR

Approval of the Consent Agenda

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

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

BOARD OF SUPERVISORS

VETERANS DAY 2024 PROCLAMATION
SUBJECT: Proclamation recognizing Veterans.
FISCAL IMPACT: None.
ACTION REQUESTED: Adopt Proclamation.

Attachments: [241022 VFW Proclamation 2024 -- Veterans Day](#)

This Proclamation was adopted on the Consent Agenda.

COUNTY CLERK-RECORDER

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF
OCTOBER 8, 2024
SUBJECT: Meeting Minutes of October 8, 2024.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [Draft Mins 2024-10-08](#)

These Minutes were approved on the Consent Agenda.

LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF
OCTOBER 15, 2024
SUBJECT: Meeting Minutes of October 15, 2024.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [Draft Mins 2024-10-15](#)

These Minutes were approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Fish and Game Commission Special Meeting Agenda for October 17, 2024.
- b) Lassen County Local Agency Formation Commission Regular Meeting Agenda for October 21, 2024.
- c) Planning and Service Area 2 Area Agency on Aging Executive Board Regular Meeting Agenda for October 21, 2024.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

BOARD OF SUPERVISORS

DISCRETIONARY FUNDS - SUPERVISOR INGRAM

SUBJECT: Request to designate: \$500 to the Milford Community Association.

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

PUBLIC WORKS DEPARTMENT

TRANSPORTATION DEVELOPMENT ACT FUNDING

SUBJECT: Request to Lassen County Transportation Commission to distribute Transportation Development Act Funds.

FISCAL IMPACT: Potential revenue to multiple county funds.

ACTION REQUESTED: To request the Lassen County Transportation Commission distribute Transportation Development Act funds to the Lassen Transit Service Agency in the following amounts: 1) Fiscal Year 2020/2021 for \$138,158; 2) Fiscal Year 2021/2022 for \$69,598; and 3) Fiscal Year 2022/2023 for \$8,278.

Attachments: [H8](#)

Director of Public Works Pete Heimbigner stated this item was for the Transportation Development Act Funding that is for the Lassen Transit Services Agency (LTSA). There were different options of how funding could be allocated. The recommendation was to fund LTSA for bus operations. Brief discussion was held.

A motion was made by Supervisor Neely, 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

AUDITOR'S OFFICE

AUDITOR/CONTROLLER/TREASURER/TAX COLLECTOR

SUBJECT: Fiscal Year 2023/2024 End of Year Budget Modifications.

FISCAL IMPACT: No further fiscal impact.

ACTION REQUESTED: 1) Increase appropriation in Fund/Budget Unit No. 100-0602 for \$5,133; and 2) increase appropriation in Fund/Budget Unit No. 106-0522 for \$15,273; and 3) increase appropriation in Fund/Budget Unit No. 123-1231 for \$26,858; and 4) increase appropriation in Fund/Budget Unit No. 130-0526 for \$112,053; and 5) increase appropriation in Fund/Budget Unit No. 130-0562 for \$80,189; and 6) increase appropriation in Fund/Budget Unit No. 140-0533 for \$84,809. (4/5 vote required)

Attachments: [Auditor Attach](#)

Auditor/Controller/Treasurer/Tax Collector Nancy Cardenas informed the board this item was to close the Fiscal Year 2023/2024. Supervisor Albaugh asked for a review of the fund units. Executive Assistant to the CAO/Budget Analyst/Interim Fair Manager Samantha McMullen discussed the following fund units: Predatory Animal Control, Public Defender, District Attorney, Cemetery, Jail, Probation, Public Works, and Juvenile Justice. Budget Analyst McMullen informed the board the Animal Control Fund was a state contract and the state had billed for an additional \$5,000. Budget Analyst McMullen stated she would be working on the budget to have it cleaned up by the end of the fiscal year. Brief discussion was held.

A motion was made by Supervisor Ingram, 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

OFFICE OF EMERGENCY SERVICES

REGULATIONS FOR OUTDOOR BURNING ORDINANCE

SUBJECT: An ordinance authorizing the Lassen County Fire Warden to require burn permits and suspend burn permits in unincorporated areas or Lassen County classified as Local Responsibility Area.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Waive second and adopt ordinance; or 2) provide direction to staff.

Attachments: [Regulations for Outdoor Burning Ordinance](#)

Office of Emergency Services (OES) Chief Silas Rojas stated there was a typo in the "Subject Line" and it should have read as "areas of". The recommendation for the item was to waive the second reading and adopt the ordinance.

A motion was made by Supervisor Ingram, seconded by Supervisor

Bridges, that this Ordinance No. 2024-12 be adopted. The motion carried by the following vote:

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

FAIR

FAIR EXPENDITURE APPROVAL FOR J&J PERFORMING ARTS

SUBJECT: Approval of an expenditure for the J&J Performing Arts for the Hidden Woods Event.

FISCAL IMPACT: \$2,500 to be paid out of Fund/Budget Unit No. 175-1751.

ACTION REQUESTED: 1) Approve expenditure; and/or 2) provide direction to staff.

Attachments: [241022 Fair J&J Performing Arts Packet](#)

Supervisor Bridges asked if there was a contract with J&J Performing Arts for the \$2500 expenditure. Interim Fair Manager Samantha McMullen stated there was not a contract in place. Supervisor Bridges asked how that happened. Interim Fair Manager McMullen stated she was unsure and there may have possibly been a verbal agreement with the former Fair Manager. This was a last minute arrangement that was not formalized. Interim Fair Manager McMullen informed the board services provided by J&J Performing Arts was to monitor the fair gate during the Hidden Woods event and was unaware of the services until after the event. It was in the best interest of the county to pay the invoice. Additional discussion was held regarding cost and services provided. Supervisor Albaugh stated he had an issue with the expenditure due to the lack of a contract and said the amount to monitor the fair gates was excessive. Supervisor Albaugh said he couldn't agree with the payment and would be voting no.

SPEAKERS: Tom Wasson, Sara Chandler.

A motion was made by Supervisor Ingram, seconded by Supervisor Bridges, that this Action Item be approved. The motion failed

Aye: 4 - Gallagher, Bridges, Neely and Ingram

Nay: 1 - Albaugh

FAIR

THIS ITEM WAS REMOVED FROM THE AGENDA.

HEALTH & SOCIAL SERVICES

AMENDMENT TO THE BEHAVIORAL HEALTH AGREEMENT BETWEEN COMMUNITY MEDICAL SPECIALISTS INC AND LASSEN COUNTY

SUBJECT: First Amendment to the Agreement between Community Medical Specialists Inc. and Lassen County Health and Social Services to update the

payment grid by adding lodging and mileage reimbursement and adding the Maximum Amount of \$400,000 for the 2023-2024 and \$400,000 for the 2024-2025 Fiscal Year and the Maximum Agreement Amount of \$800,000.

FISCAL IMPACT: This agreement will be paid from Behavioral Health Fund/Budget Unit No.110-0771, 110-0751 and 164-0752.

ACTION REQUESTED: 1) Approve the Amendment to the Agreement with Community Medical Specialists Inc.; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [BH Community Medical Specialists Inc. 10.22.24](#)

Assistant Director/Personnel Coordinator Danielle Sanchez informed the board this item was to amend an agreement for fiscal years 2023-2025 due to the mileage and lodging grid was missing from the previous agreement. Brief discussion was held regarding the mileage amount and the budget.

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

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

HOUSING AND GRANTS ALLOCATION ACCEPTANCE RESOLUTION
SUBJECT: Transitional Housing Program Round 6 and Housing Navigation and Maintenance Program Round 3 Joint Allocation Acceptance Resolution.
FISCAL IMPACT: This is a grant-funded program that will require a future funding appropriation in the Fiscal Year 2024/2025 and 2025/2026 budget.
ACTION REQUESTED: 1) Adopt resolution; and 2) authorize the County Administrative Officer or his designee to execute the agreements.

Attachments: [GL THP6 and HNMP3 Resolution 10.22.24](#)

Health and Social Services Housing Program Manager Grace Poor informed the board this was the annual adoption of a resolution for the Transitional Housing Program and Maintenance. Program Manager Poor stated this program provided services for youth. The grant funded staff time and financial assistant for youth to receive housing. Program Manager Poor briefly discussed the statistics of clients served. Deputy CAO Tony Shaw recommended to the board to approve the item. Director of Community Social Services (CSS) Jayson Vial and Chief Probation Officer Jennifer Branning spoke in favor of this item. Supervisor Neely questioned the amount of the grant. Program Manager Poor discussed how funding was allocated. Additional discussion was held.

A motion was made by Supervisor Ingram, seconded by Supervisor Bridges, that this Resolution No. 24-049 be adopted. The motion carried by the following vote:

Aye: 4 - Gallagher, Albaugh, Bridges and Ingram

Nay: 1 - Neely

APPROPRIATION INCREASE FOR THE CALIFORNIA CHILDREN'S SERVICES BUDGET

SUBJECT: Appropriation Increase for the California Children's Services budget for the California Children Services Program Certification.

FISCAL IMPACT: No impact to General Fund, funding available in the Fund No. 110.

ACTION REQUESTED: 1) Approve appropriation increase in the amount of \$73,500 (4/5ths vote required); and/or 2) provide direction to staff.

Attachments: [241022 Admin HSS Appropriation Packet](#)

Interim Public Health Director Danielle Sanchez informed the board this program was for children with certain diseases and health issues. This program provided medical staff who specialize in the children's needs. Budget Analyst Samantha McMullen informed the board the department received a request for \$1500 from this fund. Budget Analyst McMullen stated she believed this was an oversight during the budget process and was why the amount was not allocated. The state's requirement for this special fund was to maintain a minimum amount of \$75,000. This was the purpose for the appropriation. Brief discussion was held pertaining to the agreement and services.

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

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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

Deputy CAO Tony Shaw reported: 1) CAO Egan was at conference this week; 2) a special meeting may need to be called the week of November 4, 2024, due to recruitment for a Director of Child Support Services and a County Administrative Officer.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:23 a.m. in memory of John Kingston.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board