



# Lassen County

# DRAFT

## Meeting Minutes

### Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

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

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Tuesday, April 25, 2017

9:00 AM

Bieber Veterans Memorial Building  
657-575 Bridge Street  
Bieber, CA 96009

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#### 10:07 A.M. CALL TO ORDER

Present: Supervisors 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. Absent: Supervisor Gallagher.

CAO Egan stated closed session would be delayed to the end of the meeting and opening ceremonies would commence immediately.

**Present:** 4 - Jeff Hemphill, Tom Hammond, Aaron Albaugh and David Teeter

**Absent:** 1 - Chris Gallagher

**Excuse:** 0

#### 10:07 A.M. OPENING CEREMONIES

##### PUBLIC COMMENT

No public comment.

#### Pledge of Allegiance and Invocation

The Pledge of Allegiance was formally presented by the Big Valley High Junior/Senior High School Color Guard. After the flag salute, invocation was offered by Supervisor Albaugh.

#### AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

CAO Egan requested to have closed session moved to the end of the meeting.

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

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

PUBLIC COMMENTS

No public comments.

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

Supervisor Teeter: Attended a Lassen County Transportation Commission meeting.

Supervisor Hemphill: 1) Attended a Lassen County Transportation Commission meeting; 2) apologized for tardiness.

Supervisor Hammond: Nothing to report.

Supervisor Albaugh: 1) Big Valley Preschool opened April 24, 2017 in Bieber. Thanked First 5 for participation; 2) thanked Big Valley High School Color Guard the flag salute presentation; 3) will be attending a Regional Council Representatives of California (RCRC) meeting in Corning.

Supervisor Gallagher: Absent.

BOARDS AND COMMISSIONS

RECESS AS: BOARD OF SUPERVISORS AT 10:19 a.m.

CONVENE AS: IN-HOME SUPPORTIVE SERVICES (IHSS) PUBLIC AUTHORITY AT 10:20 a.m.

HEALTH AND SOCIAL SERVICES

COMMUNITY SOCIAL SERVICES

SUBJECT: Agreement Between Lassen County In-Home Supportive Services Public Authority and the County of Lassen.

FISCAL IMPACT: There is no impact to County General Fund. Of the two year total for the Agreement, \$44,027 was budgeted for FY 16/17 in Fund 120-0856 and the same amount is estimated for FY 17/18.

ACTION REQUESTED: 1) Convene as the IHSS Public Authority; and 2) approve the Agreement with the County of Lassen for July 1, 2016, through June 30, 2018, for a two-year total of \$88,054.

Attachments: BOS CSS IHSS Public Authority Agreement

Director of Health and Social Services Melody Brawley gave a detailed description of the item. Discussion was held.

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

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

ADJOURN AS: IHSS PUBLIC AUTHORITY AT 10:21 a.m.

**RECONVENE AS: BOARD OF SUPERVISORS at 10:22 a.m.**

**INFORMATION/CONSENT CALENDAR**

Supervisor Albaugh pulled Item# G2 Minutes and Item# G5 Road Department.

**A motion was made by Supervisor Hammond, seconded by Supervisor Hemphill, that this Consent Agenda be approved as amended. The motion carried by the following vote:**

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

**Approval of the Consent Agenda**

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

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

**AUDITOR'S OFFICE**

**REPORT**

**SUBJECT:** Treasurer's Fund Balance Report and Auditor's verification for the month of March, 2017.

**FISCAL IMPACT:** None.

**ACTION:** Receive and file.

**Attachments:** LASSEN COUNTY FUND BALANCES 03-31-2017

**This Report was received and filed on the Consent Agenda.**

**HEALTH AND SOCIAL SERVICES**

**PUBLIC HEALTH**

**SUBJECT:** Mid-Term Amendment #A04 to Agreement #14-10512 with California Department of Public Health (CDPH) Extending the Term and Increasing the Allocation.

**FISCAL IMPACT:** There is no impact to County General Fund. This is an amendment to a revenue Agreement.

**ACTION REQUESTED:** 1) Approve; and 2) authorize the County Administrative Officer to sign on behalf of the Board of Supervisors.

**Attachments:** BOS PH PHEP.HPP Amendment #14-10512 A04

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

**PUBLIC WORKS DEPARTMENT**

ROAD DEPARTMENT

SUBJECT: Resolution Certifying County Maintained Mileage for 2016

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

Attachments: Road - Mileage

**This Resolution No. 17-0029 was adopted on the Consent Agenda.**

TREASURER/TAX COLLECTOR'S OFFICE

REPORT

SUBJECT: Treasurer's Investment Report for March, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: LASSEN COUNTY PORTFOLIO 03-31-17

**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 April 17, 2017.
- b) Susanville City Council meeting agenda for April 19, 2017.

Attachments: City Agenda

City Full Agenda

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

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting minutes of April 18, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: Draft Minutes -11-17

Supervisor Albaugh requested a wording change on page 7 of the meeting minutes of April 18, 2017.

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

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Surplus 1978 Case 580C Backhoe (C-5) to Lassen County Waterworks District 1.

FISCAL IMPACT: \$1,000.00 revenue to the Road Budget Fund 122-1221(\$500 FY 2016/17 and \$500.00 FY2017/18).

ACTION REQUESTED: Authorize the Public Works Department to surplus a 1978 Case 580C Backhoe (C-5) to Lassen County Waterworks District 1.

Attachments: Road - Backhoe

Supervisor Albaugh thanked Public Works Director Larry Millar and congratulated the department on a good job.

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

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS

SUBJECT: Project status report Bieber Veterans Memorial Building.

FISCAL IMPACT: To be determined.

ACTION REQUESTED: 1) Receive project status report; and 2) provide any direction to staff.

Attachments: PW - Bieber

Deputy Public Works Director for Facilities Peter Heimbigner gave an overview of the project status report for Bieber Veterans Memorial Building. Extensive discussion was held.

SPEAKERS: Clinton Davis.

**This Report was received.**

COUNTY ADMINISTRATIVE OFFICE

PROCLAMATION

SUBJECT: Public Service Recognition Week.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt proclamation to honor public employees by proclaiming the week of May 7 - 13, 2017 as Public Service Recognition Week.

Attachments: PROCLAMATION Lassen

BILLS-114hres676ih (1)

Labor Relations Representative Barbara Ramey of the United Public Employees of California (UPEC) Local 792 gave a presentation of the proclamation. Brief discussion was held.

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

**Aye:** 4 - Hemphill, Hammond, Albaugh and Teeter

**Absent:** 1 - Gallagher

**CORRESPONDENCE**

PUBLIC WORKS

SUBJECT: April 19, 2017, Memorandum from the Lassen County Transportation Commission requesting the County's proposed budget request for LCTC funding for Fiscal Year 2017/18.

FISCAL IMPACT: Unknown.

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

Attachments: Item I1

CAO Egan gave a detailed report of the item. Discussion was held.

**This Report was received.**

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported that he attended a Honey Lake Valley Recreation Authority meeting.

RECESS: 10:45 a.m. - 10:52 a.m.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

Employee performance evaluation: Veterans Service Officer Mark Orlando.

CLOSED SESSION

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Closed session was held from: 10:53 a.m. - 11:26 a.m.

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

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Veterans Service Officer Mark Orlando. Absent: Supervisor Gallagher.

CAO Egan reported Veterans Service Officer Mark Orlando received an excellent evaluation. A motion was made by Supervisor Hemphill, seconded by Supervisor Hammond. The motion carried by the following votes:

Ayes: Supervisors Teeter, Hemphill, Hammond.

Nay: Supervisor Albaugh.

Absent: Supervisor Gallagher.

RECESS: 11:30 a.m. - 11:36 a.m.

### MATTERS SET FOR TIME CERTAIN

11:30 a.m.: SUPERVISOR ALBAUGH

SUBJECT: Recess and reconvene at Big Valley Family Resource Center, 125 Hwy 299 East, Bieber, for a tour of the center.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: Receive presentation, provide direction to staff.

Director of the Big Valley Family Resource Center Christy Asmussen gave a report of the updates completed, repairs needed and guided a tour of the Big Valley Family Resource Center located at 125 Hwy 299 East, Bieber . Extensive discussion was held.

### ADJOURNMENT

There being no further business, the meeting is adjourned at 12:00 p.m.

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Chairman of the Board of Supervisors

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

ATTEST:

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