



# Lassen County

## Meeting Agenda

### 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*

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Tuesday, December 11, 2018

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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### ADDRESSING THE BOARD

\*Any person desiring to address the Board shall first secure permission of the presiding officer.

\*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

\*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

\* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or [lcclerk@co.lassen.ca.us](mailto:lcclerk@co.lassen.ca.us).

\*Next Resolution in line for adoption: No. 18-078

\*Next Ordinance in line for adoption: No. 2018-10

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

### A. 9:00 A.M. CALL TO ORDER

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)

2. CLOSED SESSION

### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

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

2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: 1) County of Lassen vs Valenta, Cooper, and High Desert Wolves; Lassen Superior Court Case No.60593; and 2) Robert Davis vs the County of Lassen; Workers Compensation Appeals Board; Claim No. TIBN-542748.

3) Employee performance evaluation: 1) County Counsel.

## **B. 9:30 A.M. OPENING CEREMONIES**

### **Pledge of Allegiance and Invocation**

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION
2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
3. PUBLIC COMMENTS
4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

## **C. PUBLIC HEARINGS**

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

- 1                      10:00 a.m.: ORTEGA/BRISTOW  
SUBJECT: Public hearing to determine if the substandard structure at 445-310 Herlong Access Road will be abated by Lassen County in accordance with the Order of the Building Official, if the property owner does not complete the demolition by November 30, 2018. Assessor Parcel Number 139-040-08 (CDEF2015-031, Ortega/Bristow).  
FISCAL IMPACT: Unknown cost if the County abates; which could potentially be recovered through recordation of a lien.  
ACTION REQUESTED: 1) Receive report from staff; and 2) conduct Public Hearing; and;3) adopt a Resolution upholding the Building Official's determination.

**Attachments:**        [PB Code Ortega MJ Hearing 12-11-18 final packet](#)

## **D. MATTERS SET FOR TIME CERTAIN**

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1                    10:05 a.m.: RITCHIE  
SUBJECT: Appeal, filed by Randal J. Ritchie, of a \$333.75 penalty for initiating construction for the enclosure of an existing carport prior to securing the required building permit. Located at 470-645 Wingfield Road, Susanville, CA 96130; Assessor Parcel Number 116-270-09.  
FISCAL IMPACT: Potential loss of revenue to the General Fund if appeal is granted.  
ACTION REQUESTED: 1) Consider the appeal; and 2) approve or deny the appeal.  
COMMENTS: The Board will need to serve as the Board of Appeals (CA Building Code Section 1.8.8.1 - attached).

Attachments:        [PB RitchieAppeal 12-11-18 pkt](#)

- 2                    10:10 a.m.: ESPARZA  
SUBJECT: Appeal, filed by Kira Esparza, of a \$3,167.75 penalty for initiating construction of an accessory structure prior to securing the required building permit. Located at 708-620 Pine Street, Janesville, CA 96114; Assessor Parcel Number 129-060-26.  
FISCAL IMPACT: Potential loss of revenue to the General Fund if appeal is granted.  
ACTION REQUESTED: 1) Consider the appeal; and 2) approve or deny the appeal.

Attachments:        [PB EsparzaAppeal 12-11-18 pkt](#)

10:25 a.m.: RECESS

## **E. STUDY SESSION**

## **F. BOARDS AND COMMISSIONS**

## **G. INFORMATION/CONSENT CALENDAR**

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

### **COUNTY ADMINISTRATIVE OFFICE**

- 1                    TITLE III LASSEN COUNTY FIRE SAFE COUNCIL, INC.  
SUBJECT: Agreement with Lassen County Fire Safe Council, Inc. for carrying out the Firewise Communities Program and development of Community Wildfire Protection Plans in the amount of \$54,000.  
FISCAL IMPACT: None. To be paid from Fund 142, Federal Title III.  
ACTION REQUESTED: 1) Approve agreement; and 2) authorize the County Administrative Officer to sign.

Attachments:        [Ag Fire Safe Council](#)

- 2** PERSONNEL REPORT  
SUBJECT: Personnel Movement Report for November 2018.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [Personnel Report](#)

#### COUNTY CLERK-RECORDER

- 3** MEETING MINUTES  
SUBJECT: Minutes of November 27, 2018.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: [Draft Minutes](#)

#### DISTRICT ATTORNEY

- 4** CHILD ADVOCACY CENTER  
SUBJECT: Donation to the Lassen County Child Advocacy Center.  
FISCAL IMPACT: Increase of \$100 to the Child Advocacy Center Fund/Budget Unit No. 108-0438-3002200.  
ACTION REQUESTED: Accept donation from the Lassen County Federal Credit Union and approve deposit of donation into the Child Advocacy Center budget.

#### HEALTH AND SOCIAL SERVICES

- 5** BEHAVIORAL HEALTH  
SUBJECT: Agreement between Lassen County and Disability Response for Fiscal year 2018/2019.  
FISCAL IMPACT: There is no impact to County General Fund. The funding for this contract will be paid by the Mental Health Services Act (MHSA) Fund/Budget Unit No. 164-0752.  
ACTION REQUESTED: 1) Approve Agreement; and 2) authorize the County Administrative Officer to sign.

Attachments: [HSS Attach](#)

#### PUBLIC WORKS DEPARTMENT

6

## ROAD DEPARTMENT

SUBJECT: Sixth Amendment to Agreement between Lassen County and Morrison Structures, Inc.-Skyline Road Extension.

FISCAL IMPACT: The additional cost for this Sixth Amendment is \$32,555 which makes the maximum amount payable under this multi-year contract \$137,005. Funding is available within the Road Construction Fund/Budget Unit No. 122-1222 where 100% Highway Bridge Funding is available for reimbursement.

ACTION REQUESTED: 1) approve the Sixth Amendment with Morrison Structures, Inc. and 2) authorize the Public Works Director to sign.

Attachments:[PW - Roads Attach](#)

7

## SKYLINE ROAD EXTENSION

SUBJECT: Bid Award: Skyline Road Extension Construction Project.

FISCAL IMPACT: Funding in the amount of \$7,970,000 is available in the approved Fiscal Year (FY) 2018/19 Road Construction Fund/Budget Unit No. 122-122 with Federal reimbursement (STIP funding) in the amount of \$7,970,000 (100%).

ACTION REQUESTED: 1) Award bid to Hat Creek Construction and Materials, Inc. in the amount of \$7,589,985; and 2) authorize the Public Works Director to sign the Agreement upon authorization of the federal funding; and 3) authorize Public Works Director to enter into change orders up to the amount of \$380,015 (approximately 5%) for a total not-to-exceed amount of \$7,970,000, if required.

Attachments:[PW Skyline Attach](#)

## TREASURER/TAX COLLECTOR

8

## TAX SALE

SUBJECT: Resolution approving the sale of Tax Defaulted property at public auction May 1st through May 13th, 2018.

FISCAL IMPACT: No fiscal impact.

ACTION REQUESTED: Adopt Resolution.

Attachments:[Tax Sale attach](#)

## BOARD OF SUPERVISORS

9

## LASSEN COUNTY CHILDREN &amp; FAMILIES COMMISSION

SUBJECT: Lassen County Children & Families Commission 2017/2018

Fiscal Year (FY) Annual Audit, 2017/2018 FY Annual Report, 2018/2019 FY - 2022/20263 FY Strategic Plan and Long Range Financial Plan.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive reports.

Attachments:[Children and Families Commission Attach](#)

## MISCELLANEOUS CORRESPONDENCE ITEMS

10

ACTION REQUESTED: Receive and file the following correspondence:

- a) Honey Lake Valley Resource Conservation District Special Meeting for December 6, 2018.
- b) Susanville City Council Special Meeting Agenda for November 20, 2018.
- c) Lassen County Technical Advisory Committee Meeting Agenda for December 6, 2018.
- d) PSA 2 Area Agency on Aging Advisory Executive Board Council Meeting Conference Call November 30, 2018.
- e) Susanville City Council Special Meeting Agenda for November 28, 2018.
- f) Lassen County Behavioral Health Advisory Board meeting agenda for December 10, 2018.
- g) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting for December 6, 2018.
- h) Susanville City Council Regular Meeting Agenda for December 5, 2018.
- i) Lassen County Planning Commission Agenda for December 4, 2018.
- j) Susanville City Council Special Meeting Agenda for December 7, 2018.

Attachments:[Misc Corr](#)

## H. DEPARTMENT REPORTS

## BOARD OF SUPERVISORS

1

PROCLAMATION

SUBJECT: Proclamation honoring President George H.W. Bush.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Proclamation.

Attachments:[20181207093758928](#)

## COUNTY COUNSEL

2

JOB DESCRIPTIONS

SUBJECT: Approve revised job descriptions for Deputy District Attorney, Assistant District Attorney and Deputy County Counsel.

FISCAL IMPACT: Undetermined.

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

Attachments:[181211 DA Coco Job descriptions](#)

3

**CONTRACT**

SUBJECT: Contract with Prentice, Long & Epperson pertaining to duties of the County Counsel office.

FISCAL IMPACT: \$50,000. Fund/Budget Unit No. 100-0141.

ACTION REQUESTED: Approve contract and authorize the Chairman to sign.

Attachments:      [Coco Contract Prentice,Long,Epperson Attach](#)

**PLANNING AND BUILDING SERVICES**

4

**WILLIS & SONS AUTO WRECKING CONTRACT**

SUBJECT: Sign Contract with Willis & Sons Auto Wrecking to execute vehicle abatements under Chapter 1.19 of the Lassen County Code. The term of the contract is from January 1, 2019, to December 31, 2019, and the amount of the contract is \$25,000.

FISCAL IMPACT: Unknown; some or all costs may be recovered in accordance with County Code section 1.19.170. Costs will be paid from General Fund/Budget Unit No. 100-0682-3002300.

ACTION REQUESTED: Authorize the Chairman to enter into a contract with Willis & Sons Auto Wrecking.

Attachments:      [PB WillisAutoContract 12-11-18 pckt](#)

**COUNTY ADMINISTRATIVE OFFICE**

5

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

**I. CORRESPONDENCE****J. AGENDA ADDENDUM****2018 PROPOSED MEETING:**

**December 18, 2018 – 9:00 a.m. – Board Meeting**

**December 25, 2018 – Holiday – No Board Meeting**

**ADJOURNMENT**