



Lassen County

Meeting Agenda

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

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

Tuesday, January 17, 2023

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

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.

*Next Resolution in line for adoption: No. 23-002

*Next Ordinance in line for adoption: No. 2023-01

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

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.

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.

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

SHERIFF'S DEPARTMENT

1

INMATE WELFARE TRUST FUND REPORT

SUBJECT: California Penal Code Section 4025(c) requires an itemized annual report of the activity of the Inmate Welfare Trust Fund be submitted to the Board of Supervisors for review. Accordingly, the Fiscal Year 2021-2022 Annual Inmate Welfare report is attached for the Board's information and review.

FISCAL IMPACT: No fiscal impact to the County. Report is informational report to the Board.

ACTION REQUESTED: Receive report.

Attachments:

[SO IWF Report Attach](#)

- 2 ADMINISTRATION
SUBJECT: Application for the State of California Surplus Property Program.
FISCAL IMPACT: Potential budget savings.
ACTION REQUESTED: 1) Adopt resolution (State of California Form DGS OFAM 202); and 2) authorize the Chairman of the Board of Supervisors, County Administrative Officer, and other county staff to execute the forms in the attached State Surplus Property Application package as necessary.

Attachments: [SO Surplus Property Program Attach](#)

AUDITOR'S OFFICE

- 3 FUND CASH BALANCES
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of October, 2022.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: [TTC Cash Balance Stmt Oct](#)

- 4 FUND CASH BALANCES
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of November, 2022.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: [TTC Cash Balance Stmt Nov](#)

TREASURER/TAX COLLECTOR

- 5 PORTFOLIO
SUBJECT: Treasurer's Investment Report for October, 2022.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: [TTC Portfolio Oct](#)

- 6 PORTFOLIO
SUBJECT: Treasurer's Investment Report for November, 2022.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: [TTC Portfolio Nov](#)

VETERANS SERVICES

- 7 COMPLIANCE
SUBJECT: Annual CalVet Compliance documents.
FISCAL IMPACT: None.
ACTION REQUESTED: Authorize Chairman to execute documents.

Attachments: [VSO Attach 1](#)
[VSO Attach 2](#)

COUNTY CLERK-RECORDER

- 8 MINUTES
SUBJECT: Meeting Minutes of December 12, 2022.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 9 ACTION REQUESTED: Receive and file the following correspondence.
a) Lassen County Behavioral Health Advisory Board meeting agenda for January 9, 2023.

Attachments: [MISC CORR](#)

H. DEPARTMENT REPORTS

PLANNING AND BUILDING SERVICES

- 1 FIRE HAZARD SEVERITY ZONE
SUBJECT: The Board shall consider commenting on the proposed revisions to CAL FIRE's Fire Hazard Severity Zone (FHSZ) map, which ranks the State Responsibility Area (SRA) of California based on the likelihood different areas will experience wildfire.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report; and/or 2) provide direction to staff.

Attachments: [BRD Packet final](#)

PUBLIC WORKS DEPARTMENT

- 2** PUBLIC WORKS
SUBJECT: Bid Award: Adult Detention Facility Safety Cell Improvement Project.
FISCAL IMPACT: Funding is available within the current Fiscal Year (FY) 2022/2023 Capital Projects Fund/Budget Unit No.150-1501.
ACTION REQUESTED: 1) Award bid for the Adult Detention Facility Safety Cell Improvement Project to Michael Kirack Construction, Inc., the lowest bidder, in the amount of \$273,300, and 2) authorize the Director of Public Works to sign the Agreement, and 3) authorize the Director of Public Works to authorize change orders up to a “not to exceed” amount of \$27,330 (10% of total) or a total contract not-to-exceed cost of \$300,630.

Attachments: [PW ADF Cell Project Attach](#)

- 3** PUBLIC WORKS
SUBJECT: Bid Award: Engineering Services for Beaver Creek Bridge (7C-82), Muddy Slough Bridge No. 1 (7C-88) and Muddy Slough Bridge No. 2 (7C-89).
FISCAL IMPACT: The not-to-exceed agreement amount is \$456,762.05. Funding is budgeted in the current Fiscal Year (FY) 2022/2023 Road Construction Fund/Budget Unit No. 122-1222 and will be reimbursed through the Caltrans Highway Bridge Program. The design and associated expenditure will likely occur over the next several fiscal years.
ACTION REQUESTED: 1) Approve consultant agreement with Morrison Structures, Inc., to perform engineering services for the Beaver Creek Bridge (7C-82), Muddy Slough Bridge No. 1 (7C-88) and Muddy Slough Bridge No. 2 (7C-89); and 2) authorize the Public Works Director to sign an agreement with Morrison Structures for an amount not-to-exceed \$456,762.05.

Attachments: [PW Beaver Creek Attach](#)

- 4** PUBLIC WORKS
SUBJECT: Bid Award: Susanville Veteran’s Memorial Building Roof Replacement Project.
FISCAL IMPACT: Funding is available within the current Fiscal Year (FY) 2022/2023 Capital Projects Fund/Budget Unit No. 150-1501.
ACTION REQUESTED:1) Award bid for Susanville Veteran’s Memorial Building Roof Replacement Project to Pacific Polymers Inc., DBA American Foam Experts, the lowest bidder, in the amount of \$104,500; and 2) authorize the Director of Public Works to sign the Agreement, and 3) authorize the Director of Public Works to authorize change orders up to a “not to exceed” amount of \$10,450 (10% of total) or a total contract not-to-exceed cost of \$114,950.

Attachments: [PW SVMB Roof](#)

SHERIFF’S DEPARTMENT

- 5 ADMINISTRATION
SUBJECT: Proposition 56 Tobacco Grant.
FISCAL IMPACT: No General Fund impact.
ACTION REQUESTED: 1) Fund the current un-funded positions to include: one Deputy Sheriff position and 1 FTE Community Services officer position; and 2) adopt the proposed budget with an appropriation of \$380,801; and 3) adopt resolution for purposes of accepting funds from the California Department of Justice Tobacco Grant Program. (4/5 vote required)
- Attachments: [SO Tobacco Grant Attach](#)
- 6 CORRECTIONAL SERVICES COORDINATOR
SUBJECT: The Sheriff's Office is requesting to create the position of Correctional Services Coordinator.
FISCAL IMPACT: There is not an immediate fiscal impact to the County. This will be funded out of approved funding in Fund/Budget Unit No.130-0525 and 133-0535. 0.5 FTE will be funded by from the Inmate Welfare Fund. The remainder will be funded by an existing vacancy for the Correctional Technician. The proposed pay range for this position is a Range 18.
ACTION REQUESTED: 1) Approve the job description for Correctional Services Coordinator; and 2) Decrease .50 FTE for Correctional Technician in Fund/Budget Unit 130-0525 and 133-0535, and increase .50 FTE for Correctional Services Coordinator in Fund/Budget Unit 130-0525 and 133-0535.
- Attachments: [SO Correctional Services Coordinator Attach 2](#)
[SO Correctional Services Coordinator Attach 1](#)
- 7 ADMINISTRATION
SUBJECT: Gun Violence Reduction Program Grant.
FISCAL IMPACT: No General Fund impact.
ACTION REQUESTED: Authorize the creation of a new budget unit within the 185 Fund, appropriate \$146,293 in the same fund as outlined in the attached budget, and increase the projected revenue in the Public Safety Fund/Budget Unit No. 130-0522 in the same amount of \$146,293, interfund revenue account 2010700. (4/5 vote required)
- Attachments: [SO Gun Violence Attach](#)

COUNTY ADMINISTRATIVE OFFICE

- 8 SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

2023 PROPOSED MEETINGS:

January 17, 2023 – 9:00 a.m. – Board Meeting
January 24, 2023 – 9:00 a.m. – Board Meeting
January 31, 2023 – No Board Meeting
February 7, 2023 – 9:00 a.m. Board Meeting
February 14, 2023 – 9:00 a.m. Board Meeting
February 21, 2023 – 9:00 a.m. – Board Meeting
February 28, 2023 – Board Meeting
March 7, 2023 – No Board Meeting
March 14, 2023 – 9:00 a.m. – Board Meeting
March 21, 2023 – 9:00 a.m. – Board Meeting
March 28, 2023 – 9:00 a.m. – Board Meeting
April 4, 2023 – No Board Meeting
April 11, 2023 – 9:00 a.m. – Board Meeting
April 18, 2023 – 9:00 a.m. – Board Meeting
April 25, 2023 – 9:00 a.m. – Board Meeting
May 2, 2023 – No Board Meeting
May 9, 2023 – 9:00 a.m. – Board Meeting
May 16, 2023 – 9:00 a.m. – Board Meeting
May 23, 2023 – 9:00 a.m. – Board Meeting
May 30, 2023 – No Board Meeting
June 6, 2023 – No Board Meeting
June 13, 2023 – 9:00 a.m. – Board Meeting
June 20, 2023 – 9:00 a.m. – Board Meeting
June 27, 2023 – 9:00 a.m. – Board Meeting
July 4, 2023 – No Board Meeting
July 11, 2023 – 9:00 a.m. – Board Meeting
July 18, 2023 – 9:00 a.m. – Board Meeting
July 25, 2023 – 9:00 a.m. – Board Meeting
August 1, 2023 – No Board Meeting
August 8, 2023 – 9:00 a.m. – Board Meeting
August 15, 2023 – 9:00 a.m. – Board Meeting
August 22, 2023 – 9:00 a.m. – Board Meeting
September 5, 2023 – No Board Meeting
September 12, 2023 – 9:00 a.m. – Board Meeting
September 19, 2023 – 9:00 a.m. – Board Meeting
September 26, 2023 – 9:00 a.m. – Board Meeting
October 3, 2023 – No Board Meeting
October 10, 2023 – 9:00 a.m. – Board Meeting
October 17, 2023 – 9:00 a.m. – Board Meeting
October 24, 2023 – 9:00 a.m. – Board Meeting
November 7, 2023 – No Board Meeting
November 14, 2023 – 9:00 a.m. – Board Meeting

November 21, 2023 – 9:00 a.m. – Board Meeting

November 28, 2023 – 9:00 a.m. – Board Meeting

December 5, 2023 – No Board Meeting

December 12, 2023 – 9:00 a.m. – Board Meeting

December 19, 2023 – 9:00 a.m. – Board Meeting

December 26, 2023 – 9:00 a.m. - Board Meeting

ADJOURNMENT