



Lassen County

Meeting Agenda

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

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

Tuesday, February 11, 2025

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. 25-005

*Next Ordinance in line for adoption: No. 2025-01

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

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: Lisa Leonard v County of Lassen; United States District Court Case No. 2:23-CV-01189-DMC.

3) Threat to Public Services or Facilities (54957) Consultation with Lassen County District Attorney.

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

- 1 FAR NORTHERN REGIONAL CENTER
SUBJECT: Request from Far Northern Regional Center for consultation in re-appointing Timothy Howard to the Far Northern Coordinating Council on Developmental Disabilities.
FISCAL IMPACT: None.
ACTION REQUESTED: Consider making appointment.

Attachments: [Far Northern Regional Center](#)

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 PERSONNEL REPORT
SUBJECT: Personnel Movement Report for November 2024.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: [Personnel Report - Nov](#)

- 2 PERSONNEL REPORT
SUBJECT: Personnel Movement Report for December 2024.
FISCAL IMPACT: None.
ACTION: Receive and file

Attachments: [Personnel Report - Dec](#)

- 3 PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS
SUBJECT: Recap of High Desert State Prison Trial Costs Reimbursement billing for the months of July, 2024, through December 2024.
FISCAL IMPACT: None.
ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Cost Report](#)

COUNTY CLERK-RECORDER

- 4 LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF DECEMBER 17, 2024
SUBJECT: Meeting Minutes of December 17, 2024.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2024-12-17](#)

- 5 LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 21, 2025
SUBJECT: Meeting Minutes of January 21, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-01-21](#)

- 6 LASSEN COUNTY BOARD OF SUPERVISORS MEETING MINUTES OF JANUARY 28, 2025
SUBJECT: Meeting Minutes of January 28, 2025.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2025-01-28](#)

PUBLIC WORKS DEPARTMENT

- 7 ASPHALT EMULSION OIL
SUBJECT: Bid Award: Asphalt Emulsion Oil / Albina Asphalt.
FISCAL IMPACT: Funding is available in the Road Operating Fund/Budget Unit No. 122-1221.
ACTION REQUESTED: Award the bid for asphalt emulsion oil to Albina Asphalt, 801 Main Street, Vancouver, WA, 98660. the lowest bidder meeting the specifications in the amount of \$336,152.64 for asphalt emulsion oil bidder plus an additional amount of \$25,000 for spreading costs and an additional \$75,000 (22% of low bid) to cover volatility in oil prices for a not to exceed amount of \$436,152.64.
- Attachments:** [PW Asphalt Emulsion Oil Bid Award Attach](#)
- 8 ASPHALT RUBBER CRACK AND JOINT SEALANT
SUBJECT: Bid Award: Asphalt Rubber Crack and Joint Sealant / Crafcoc, Inc.
FISCAL IMPACT: Funding is available in the Road Operating Fund/Budget Unit No. 122-1221.
ACTION REQUESTED: Award the bid to Crafcoc, Inc., 6165 West Detroit St, Chandler, AZ, 85226, the lowest bidder meeting the specifications, in the amount of \$48,348.30 for Asphalt Rubber Crack and Joint Sealant.
- Attachments:** [PW Asphalt Rubber Crack and Joint Sealant Attach](#)
- 9 CHIP SEAL 3/8" AGGREGATE
SUBJECT: Award Chip Seal 3/8" Aggregate / Larranaga Trucking, Inc.
FISCAL IMPACT: Funding is available in the Road Operating Fund/Budget Unit No. 122-1221.
ACTION REQUESTED: Award the bid for the 3/8" chip seal aggregate (Asphaltic Emulsion Seal Coat Screenings per section 37 of the Caltrans Standard Specification 2022) to Larranaga Trucking, Inc. in the amount of \$178,813; and 2) authorize the Director of Public Works to execute the agreement.
- Attachments:** [PW Chip Seal Aggregate - Bid Award Attach](#)
- 10 SAND FOR CHIP SEAL PROJECT
SUBJECT: Award sand for Chip Seal Project / Sierra Cascade Aggregate and Asphalt Products, Inc.
FISCAL IMPACT: Funding is available in the Road Operating Fund/Unit Budget No. 122-1221.
ACTION REQUESTED: Award the bid for sand (chip seal fine aggregate 1/4" max, per section 37 of Caltrans Standard Specification 2022) to Sierra Cascade Aggregate and Asphalt Products, Inc. in the amount of \$30,459, the lowest bidder meeting specifications.
- Attachments:** [PW Chip Seal Fine Aggregate - Bid Award Attach](#)

SHERIFF'S DEPARTMENT

- 11** SAFETY ONE SNOW-CAT TRAINING
SUBJECT: Safety One Snow-Cat Training.
FISCAL IMPACT: \$3,973.32 from Title III Funding, Fund/Budget Unit No. 130-0522.
ACTION REQUESTED: Approve.

Attachments: [Snow-Cat Board Packet 2025](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

- 12** ACTION REQUESTED: Receive and file the following correspondence:
a) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Meeting Agenda for January 31, 2025.
b) Planning and Service Area Agency on Aging Advisory (PSA2 AAA) Public Notice, Calling for Letters of Intent.
c) Fair Advisory Board Meeting Minutes of December 10, 2024.
d) Lassen Transit Service Agency Meeting Agenda for February 6, 2025.
e) Lassen Local Agency Formation Commission (LAFCo) Regular Meeting Agenda for February 10, 2025.

Attachments: [MISC CORR](#)

H. DEPARTMENT REPORTS

BOARD OF SUPERVISORS

- 1** This item was removed from the agenda.
- 2** SUPERVISOR INGRAM
SUBJECT: Discussion and direction to staff regarding live streaming of Board of Supervisors Meetings from the Board of Supervisors Chambers at 707 Nevada Street, Susanville.
FISCAL IMPACT: Initial impact of approximately \$20,000 in one-time fees and hardware/equipment costs, and reoccurring fees of approximately \$10,000 annually.
ACTION REQUESTED: 1) Direct staff to create a new project to provide live streaming of Board of Supervisors meetings from the Board of Supervisors Chambers located at 707 Nevada Street, Susanville; and/or 2) provide direction to staff.

Attachments: [250211 Live Streaming of Supervisors Meetings](#)

COUNTY ADMINISTRATIVE OFFICE

- 3** This item was pulled from the agenda.

FAIR

- 4 FAIR MANAGER JOB DESCRIPTION
SUBJECT: Approval of Fair Manager Job Description.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve Job Description and/or Provide Direction to Staff.

Attachments: [250211 Fair Manager Job Description](#)

COUNTY ADMINISTRATIVE OFFICE

- 5 AMENDMENT TO TITLE 2 ADMINISTRATION AND PERSONNEL OF THE LASSEN COUNTY CODE
SUBJECT: Proposed ordinance to repeal and replace Section 2.06.035(a) of Title 2 of the Lassen County Code amending the powers and duties of the County Administrative Officer to not exclude the Fair Department.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Introduce the ordinance and read (or waive); and/or 2) provide direction to staff.

Attachments: [Chapter 2.06. Proposed Amended](#)
[Chapter 2.06. County Administrative Officer](#)

FAIR

- 6 2025 LASSEN COUNTY FAIR ENTERTAINMENT PURCHASING AUTHORITY RESOLUTION
SUBJECT: Adoption of a resolution establishing negotiation and purchasing authority for the Lassen County Fair Manager to execute agreement(s) for grandstand entertainment for the 2025 Lassen County Fair.
FISCAL IMPACT: \$135,000 cost and estimated ticket revenue of \$250,000 based upon 2024 Lassen County Fair costs and revenue from grandstand entertainment. Actual costs and revenue to be determined. Entertainment agreement(s) are executed in the 2024-2025 fiscal year but the payment for the services or goods provided under the contract will be made in the following fiscal year of 2025-2026.
ACTION REQUESTED: 1) Adopt resolution; and/or 2) provide direction to staff.

Attachments: [250211 Resolution Fair Entertainment](#)

7

FAIR MID-YEAR BUDGET MODIFICATIONS FOR FISCAL YEAR 2024-2025

SUBJECT: Resolution approving the Fair Department's mid-year budget modifications for Fiscal Year 2024-2025 to rectify the negative cash balance and increase the budget appropriation for the Fair to operate for the remainder of the Fiscal Year.

FISCAL IMPACT: Impact to the General Fund of \$160,000 and reallocation of special one time funds from Fund No. 113 and Fund No. 103.

ACTION REQUESTED: 1) Adopt a resolution (4/5 vote required); and/or 2) provide direction to staff.

Attachments: [Resolution- Fair Financials](#)

COUNTY ADMINISTRATIVE OFFICE

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SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

I. CORRESPONDENCE

J. AGENDA ADDENDUM

PROPOSED MEETING DATES FOR 2025:

February 18, 2025 – 9:00 a.m. – Board Meeting
February 25, 2025 – Board Meeting
March 4, 2025 – No Board Meeting
March 11, 2025 – 9:00 a.m. – Board Meeting
March 18, 2025 – 9:00 a.m. – Board Meeting
March 25, 2025 – 9:00 a.m. – Board Meeting
April 1, 2025 – No Board Meeting
April 8, 2025 – 9:00 a.m. – Board Meeting
April 15, 2025 – 9:00 a.m. – Board Meeting
April 22, 2025 – 9:00 a.m. – Board Meeting
April 29, 2025 – No Board Meeting
May 6, 2025 – No Board Meeting
May 13, 2025 – 9:00 a.m. – Board Meeting
May 20, 2025 – 9:00 a.m. – Board Meeting
May 27, 2025 – 9:00 a.m. – Board Meeting
June 3, 2025 – No Board Meeting
June 10, 2025 – 9:00 a.m. – Board Meeting
June 17, 2025 – 9:00 a.m. – Board Meeting
June 24, 2025 – 9:00 a.m. – Board Meeting
July 1, 2025 – No Board Meeting
July 8, 2025 – 9:00 a.m. – Board Meeting
July 15, 2025 – 9:00 a.m. – Board Meeting
July 22, 2025 – 9:00 a.m. – Board Meeting
July 29, 2025 – No Board Meeting
August 5, 2025 – No Board Meeting
August 12, 2025 – 9:00 a.m. – Board Meeting
August 19, 2025 – 9:00 a.m. – Board Meeting
August 26, 2025 – 9:00 a.m. – Board Meeting
September 2, 2025 – No Board Meeting
September 9, 2025 – 9:00 a.m. – Board Meeting
September 16, 2025 – 9:00 a.m. – Board Meeting
September 23, 2025 – 9:00 a.m. – Board Meeting
September 30, 2025 – No Board Meeting
October 7, 2025 – No Board Meeting
October 14, 2025 – 9:00 a.m. – Board Meeting
October 21, 2025 – 9:00 a.m. – Board Meeting
October 28, 2025 – 9:00 a.m. – Board Meeting
November 4, 2025 – No Board Meeting
November 11, 2025 – No Board Meeting (Holiday)
November 18, 2025 – 9:00 a.m. – Board Meeting
November 25, 2025 – 9:00 a.m. – Board Meeting
December 2, 2025 – No Board Meeting

December 9, 2025 – 9:00 a.m. – Board Meeting

December 16, 2025 – 9:00 a.m. – Board Meeting

December 23, 2025 – 9:00 a.m. – Board Meeting

ADJOURNMENT