



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

Tuesday, February 13, 2018

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. 18-004

*Next Ordinance in line for adoption: No. 2018-01

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).

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

*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.

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.

- 1 10:00 a.m. PUBLIC AGENCY RETIREMENT SERVICES
SUBJECT: Presentation by Public Agency Retirement Services.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive presentation; and 2) provide direction to staff.

Attachments: [180213 PARSFlyer](#)

- 2 10:30 a.m. ASSESSMENT APPEALS BOARD
SUBJECT: Assessment Appeals Board - Rules of Notice and Procedure.
FISCAL IMPACT: None.
ACTION REQUESTED: 1) Receive report; and 2) adopt Resolution; or 3) provide direction to staff.

Attachments: [D2 Attach](#)

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

BOARD OF SUPERVISORS

- 1 SUPERVISOR GALLAGHER
SUBJECT: Approval of a letter regarding US 395 Speed Limit from the Board of Supervisors to Assemblymember Brian Dahle.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve letter and authorize the Chairman to sign.

Attachments: [180213 Ag Pkt - Ltr to Dahle re US 395](#)

COUNTY ADMINISTRATIVE OFFICE

- 2 THIS ITEM HAS BEEN PULLED.
- 3 PERSONNEL REPORT
SUBJECT: Personnel Movement Report for December, 2017.
FISCAL IMPACT: None.
ACTION: Receive and file.

Attachments: Personnel Report

COUNTY CLERK-RECORDER

- 4 MINUTES
SUBJECT: Meeting minutes of 1) January 23, 2018; and 2) Special Meeting minutes of January 23, 2018; and 3) Special Meeting minutes of February 5, 2018.
FISCAL IMPACT: None.
ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes 1-23-2018](#)
[Draft Spec Meeting Mins 1-23-18](#)
[Draft Spec Minutes 2-5-18](#)

HEALTH AND SOCIAL SERVICES

- 5 PUBLIC HEALTH
SUBJECT: Mid-Term Amendment #A05 to Agreement #14-10512 with California Department of Public Health (CDPH) Revision of Budget.
FISCAL IMPACT: There is no impact to County General Fund.
ACTION REQUESTED: 1) Approve the Amendment; and 2) authorize the County Administrative Officer to execute the Amendment.

Attachments: [HSS BOS PH PHEP Amendment 021318](#)

PUBLIC WORKS DEPARTMENT / ROAD DEPARTMENT

- 6 ROAD DEPARTMENT
SUBJECT: Notice of Completion for Mooney Road and Center Road Hot Mix Asphalt Overlay Project, Lassen County, Federal Aid Project RPSTPL-5907(069).
FISCAL IMPACT: The total project cost of \$1,509,950.18 was paid from the 2017/2018 Fiscal Year Road Construction Fund/Budget Unit No.122-122 with reimbursement from Federal STIP funding.
ACTION REQUESTED: Approve the Notice of Completion and authorize the Director of Public Works to sign.

Attachments: [PW 2nd doc05062120180201094152](#)

- 7 ROAD DEPARTMENT
SUBJECT: Program Supplement Agreement No. N039 Rev. 1 to Administering Agency-State Agreement for Federal-Aid Projects No. 02-5907R, for the Whitehead Slough Bridge 7C-70 Replacement Project.
FISCAL IMPACT: Total allocation in the amount of \$340,000 of federal funds with 100% reimbursement. Project is funded in Road Construction Fund/Budget Unit No. 122-1222.
ACTION REQUESTED: 1) Approve the Agreement; 2) adopt Resolution; and 3) Authorize the Chairman to sign.

Attachments: [PW doc05059420180131160250](#)

- 8 PUBLIC WORKS
SUBJECT: Notice of Completion for Lassen County Office Remodel Project at 2950 Riverside Dr, Susanville.
FISCAL IMPACT: The total project cost of \$974,567.21 was paid from the 2016/2017 Fiscal Year and 2017/2018 Fiscal Year Capital Improvement, Fund/Budget Unit No. 151-1511.
ACTION REQUESTED: Approve the Notice of Completion and authorize the Director of Public Works to sign.

Attachments: [PW doc05067020180202111317](#)

- 9 ROAD DEPARTMENT
SUBJECT: Notice of Completion for Long Valley Creek Bridge 7C-19 Repair Project, Lassen County, Federal Aid Project ER-32LO(430).
FISCAL IMPACT: The total project cost of \$83,095.76 was paid from the 2017/2018 Fiscal Year Road Construction Fund/Budget Unit No. 122-1222 with reimbursement available in the amount of 88.53% (\$76,220 Federal, \$9,875 Local) from Federal Emergency Relief Program.
ACTION REQUESTED: Approve the Notice of Completion and authorize the Director of Public Works to sign.

Attachments: [PW Road doc05064820180201161358](#)

MISCELLANEOUS CORRESPONDENCE ITEMS

10

FEBRUARY 13, 2018

- a) Central Valley Regional Water Quality Control Board Meeting Agenda for Thursday, February 1, 2018 and Friday, February 2, 2018.
- b) Central Valley Regional Water Quality Control Board Workshop on CV-Salts for Friday, January 19, 2018.
- c) Susanville City Council Special Meeting agenda for February 7, 2018.
- d) Susanville City Council Special Meeting agenda for March 19, 2018, March 20, 2018 and March 21, 2018.
- e) Lassen Transit Service Agency Regular Meeting Agenda for January 22, 2018.
- f) Honey Lake Valley Resource Conservation District Regular Meeting Agenda for January 25, 2018.
- g) Notice of Call of Special Meeting with the Lassen County Board of Supervisors and the Members of the Susanville City Council agenda for January 23, 2018.
- h) Notice of City Council Attendance at Riverside Park Community Workshop on Thursday, January 25, 2018.
- i) Planning and Service Area Agency on Aging Advisory(PSA2 AAA) Advisory Council Meeting Conference Call Friday, January 26, 2018.
- j) Lassen County Technical Advisory Committee Meeting Agenda for February 1, 2018.
- k) Lassen County Planning Commission Regular Agenda for February 7, 2018.
- l) Susanville City Council Regular Meeting agenda for February 7, 2018.

Attachments:[Misc Corr](#)**H. DEPARTMENT REPORTS**

BOARD OF SUPERVISORS

1

CHAIRMAN

SUBJECT: Lassen County Board of Supervisors Rules of Notice and Procedure.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Review Board rules; and 2) consider changes; and 3) provide direction to staff.

Attachments:[H1 Attach](#)

2**COMMITTEE APPOINTMENTS**

SUBJECT: Reconsider annual Committee appointments for 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Reconsider appointments to the following Boards, Committees and Commissions:

1. Lassen County Transportation Commission

a. Government Code section 29535.

b. Three members appointed by the Board of Supervisors. Three alternates appointed by the Board of Supervisors.

2. Lassen Transit Services Agency

a. Government Code section 6500, Joint Powers Agency.

b. Three individuals, the same three as are on Transportation Commission. Three alternates, who must be same alternates as to Transportation Commission.

COUNTY ADMINISTRATIVE OFFICE

3**BUDGET REVIEW**

SUBJECT: 2017/2018 Lassen County Mid-Year Budget Review

ACTION REQUESTED: Receive and file.

FISCAL IMPACT: None.

Attachments:[Attachment H3_001](#)

COUNTY COUNSEL

4**CONTRACT EXTENSION**

SUBJECT: Contract extension and benefits - County Administrative Officer.

FISCAL IMPACT: 1 year salary from General Fund.

ACTION REQUESTED: 1) Approve extension; or 2) provide direction to staff.

Attachments:[20180208115712852](#)**5****ORDINANCE**

SUBJECT: Supplemental Transaction and Use Tax Ordinance.

FISCAL IMPACT: Estimated revenue to the County General Fund in the amount of 2.1 million dollars annually.

ACTION REQUESTED: 1) Introduce the Ordinance and read (or waive the reading); and/or 2) provide direction to staff.

Attachments:[Draft Tax Ordinance](#)

FAIR

- 6 POSITION RECLASSIFICATION
SUBJECT: Request to reclassify the Administrative Secretary (Salary Range 15) position to an Account Technician I/II (Salary Range 15/17).
FISCAL IMPACT: There is no current fiscal impact as the position budgeted is a Salary Range 15.
ACTION REQUESTED: Approve.

Attachments: [20180205142259352](#)

- 7 RECYCLE GRANT EXPENDITURE
SUBJECT: CalRecycle Grant Expenditure Approval.
FISCAL IMPACT: None. Reimbursement from Grant.
ACTION REQUESTED: 1) Increase revenue in Fund/Budget Unit No. 183-0781 by \$69,318.12; and 2) increase expenditures in Fund Budget Unit No. 183-0781 by \$69,318.12 (4/5 vote required); and 3) authorize CAO to sign Purchase Order in the amount of \$64,895.92 to the successful bidder Clear Stream Recycling.

Attachments: [Fair CalRecycle Grant Attach](#)

HEALTH & SOCIAL SERVICES

- 8 PUBLIC HEALTH
SUBJECT: Local Oral Health Program Grant.
FISCAL IMPACT: There is no impact to County General Fund. This Grant will increase revenue in amount of \$136,465 in the Public Health budget (110-0731).
ACTION REQUESTED: 1) Accept grant award; and 2) approve increased revenue and appropriation to Public Health Fund/Budget Unit No. 110-0731 in amount of \$140,585.00 (4/5 vote required); and 3) authorize a new position, Program Coordinator, that will be funded by the grant to carry out scope of work.

Attachments: [BOS PH Oral Health Grant 021318](#)

- 9 HEALTH AND SOCIAL SERVICES
SUBJECT: Request for Approval to Offer Employee Step E.
FISCAL IMPACT: There is no impact to County General Fund. The position was budgeted for the 2017/2018 Fiscal Year.
ACTION REQUESTED: Authorize Health and Social Services (HSS) to start HSS Administrative Assistant Danielle Sanchez at Mid-Management Range 20/Step E.

Attachments: [BOS HSS Sanchez Step E 021318](#)

10

BUDGET REVISIONS

SUBJECT: Health and Social Services Mid-Year Budget Revisions.

FISCAL IMPACT: There is no impact to County General Fund; the changes impact only Federal and State funds. These changes will increase revenue of \$24,390 in the Health and Social Services Administration budget (110-0721) and an increase revenue of \$28,242 in the Alcohol and Drug Fund/Budget Unit No. 110-0771.

ACTION REQUESTED: 1) Approve an increased appropriation of \$28,061 in the Health and Social Services Administration Fund/Budget Unit No. 110-0721; and 2) approve an increased appropriation of \$28,242 in the Alcohol and Drug Fund/Budget Unit No. 110-0771; and 3) approve an increased appropriation of \$24,630 in the Tobacco Control/Education Fund/Budget Unit No. 115-0733. (4/5 vote required as to all three).

Attachments:

[BOS HSS Mid Year Budget Revisions 021318](#)

PLANNING AND BUILDING SERVICES

11

PLANNING

SUBJECT: Resolution to Amend Board Resolution No. 16-045 (RZ #2016-003 and AP #2016-001 for South Fork Farms LLC).

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Review Board Letter and Amending Resolution from the Department of Planning and Building Services; and 2) consent to proposed changes to Board Resolution No. 16-045; and 3) adopt Amending Resolution directing the Chairman to execute a Land Conservation Contract with the Lahontan Harvesting LLC.

Attachments:

[PB AP2016-001 Lahontan Harvest2-13-18.Amended](#)

PROBATION DEPARTMENT

12

AMENDMENT OF PROBATION FEE ORDINANCE

SUBJECT: Amend the Probation Fee Ordinance that is codified in Title 3 of the Lassen County Code in order to comport with both changes to Section 27757 of the California Government Code eliminating the ability to assess certain enumerated fees pertaining to juvenile offenders.

FISCAL IMPACT: Unknown loss of projected future revenues.

ACTION REQUESTED: 1) Adopt Ordinance; and/or 2) provide direction to staff.

Attachments:

[Prob Ordinance](#)

13**MID-YEAR BUDGET ADJUSTMENTS**

SUBJECT: The Board of Supervisors approve the Mid-year Budget Adjustments for Probation fund 145.

FISCAL IMPACT: No impact to the general fund. Fund transfer of appropriation.

ACTION REQUESTED: Approve the mid-year budget adjustments for Probation fund 145 in the amount identified in the staff report.

Attachments:[Prob Mid Year Attach](#)**PUBLIC WORKS DEPARTMENT****14****BUILDING AND GROUNDS**

SUBJECT: Status report for One Stop Remodel Projects.

FISCAL IMPACT: Not applicable.

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

COUNTY ADMINISTRATIVE OFFICE**15****SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS****I. CORRESPONDENCE****J. AGENDA ADDENDUM**

2018 PROPOSED MEETING:

January 2, 2018 – No Board Meeting
January 9, 2018 – 9:00 a.m. – Board Meeting
January 16, 2018 – 9:00 a.m. – Board Meeting
January 23, 2018 – 9:00 a.m. – Board Meeting
January 30, 2018 – No Board Meeting
February 5, 2018 – No Board Meeting
February 13, 2018 – 9:00 a.m. – Board Meeting
February 20, 2018 – 9:00 a.m. – Board Meeting
February 27, 2018 – 9:00 a.m. – Board Meeting
March 6, 2018 – No Board Meeting
March 13, 2018 – 9:00 a.m. – Board Meeting
March 20, 2018 – 9:00 a.m. – Board Meeting
March 27, 2018 – 9:00 a.m. – Board Meeting
April 3, 2018 – No Board Meeting
April 10, 2018 – 9:00 a.m. – Board Meeting
April 17, 2018 – 9:00 a.m. – Board Meeting
April 24, 2018 – 9:00 a.m. – Board Meeting
May 1, 2018 – No Board Meeting
May 8, 2018 – 9:00 a.m. – Board Meeting
May 15, 2018 – 9:00 a.m. – Board Meeting
May 22, 2018 – 9:00 a.m. – Board Meeting
May 29, 2018 – No Board Meeting
June 5, 2018 – No Board Meeting
June 12, 2018 – 9:00 a.m. – Board Meeting
June 19, 2018 – 9:00 a.m. – Board Meeting
June 26, 2018 – 9:00 a.m. – Board Meeting
July 3, 2018 – No Board Meeting
July 10, 2018 – 9:00 a.m. – Board Meeting
July 17, 2018 – 9:00 a.m. – Board Meeting
July 24, 2018 – 9:00 a.m. – Board Meeting
August 7, 2018 – No Board Meeting
August 14, 2018 – 9:00 a.m. – Board Meeting
August 21, 2018 – 9:00 a.m. – Board Meeting
August 28, 2018 – 9:00 a.m. – Board Meeting
September 4, 2018 – No Board Meeting
September 11, 2018 – 9:00 a.m. – Board Meeting
September 18, 2018 – 9:00 a.m. – Board Meeting
September 25, 2018 – 9:00 a.m. – Board Meeting
October 2, 2018 – No Board Meeting
October 9, 2018 – 9:00 a.m. – Board Meeting
October 16, 2018 – 9:00 a.m. – Board Meeting
October 23, 2018 – 9:00 a.m. – Board Meeting

October 30, 2018 – No Board Meeting

November 6, 2018 – No Board Meeting

November 13, 2018 – 9:00 a.m. – Board Meeting

November 20, 2018 – 9:00 a.m. – Board Meeting

November 27, 2018 – 9:00 a.m. – Board Meeting

December 4, 2018 – No Board Meeting

December 11, 2018 – 9:00 a.m. – Board Meeting

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

December 25, 2018 – Holiday – No Board Meeting

ADJOURNMENT