



# 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, June 19, 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](mailto:lcclerk@co.lassen.ca.us).

\*Next Resolution in line for adoption: No. 18-041

\*Next Ordinance in line for adoption: No. 2018-05

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) Employee performance evaluation: County Administrative Officer

### 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.

**1**

10:05 a.m.: PLANNING

SUBJECT: Public Hearing: Parcel Map #2018-002, Rezone #2018-002, Gregg and Heather Ethridge. Proposal to split a 20-acre parcel into two parcels: Resultant Parcels A and B are each 10 acres in size. The subject parcel is zoned A-2-B-19 (Agricultural Residential District, 19 Acre Building Site Combining District), whereas the applicants propose to rezone the subject parcel into the A-2-B-10 (Agricultural Residential District, 10 Acre Building Site Combining District) zoning district to allow for the parcel map application. The project site is located at 465-445 Elysian Valley Road, Janesville, CA 96114 (APN 129-650-31), approximately 1.25 miles west of the intersection of Wingfield Road and Janesville Main Street (said intersection is a quarter-mile south of U.S. Highway 395).

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Receive the Planning Commission's recommendation regarding the parcel map and rezone applications; and 2) conduct a public hearing; and 3) consider adoption of a Resolution approving or disapproving the parcel map and rezone applications; and 4) introduce and adopt, by title only, the Ordinance implementing the rezone.

**Attachments:**[PB Ethridge Part one Clerk 6-19-18](#)[PB Ethridge Part two 6-19-18](#)[PB ORDINANCE](#)**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.: PROCLAMATION  
SUBJECT: Proclamation recognizing Donna Humphrey (Behavioral Health) on her retirement from Lassen County.  
FISCAL IMPACT: None.  
ACTION: Adopt.

Attachments: [Proclamation 2018 -- Donna Humphrey](#)

- 2 10:02 a.m. RECOGNITION COMMITTEE PRESENTATION  
SUBJECT: 15 Year Awards: Timothy Heffley (Sheriff's Department) and Robert Roadifer (Juvenile Hall).  
FISCAL IMPACT: None.  
ACTION: Present awards.

- 3 10:15 a.m.: ROAD DEPARTMENT  
SUBJECT: Merrillville Road Maintenance, County Road 226.  
FISCAL IMPACT: To be determined.  
ACTION REQUESTED: 1) Receive report; or 2) provide direction to staff.

Attachments: [D3 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 LASSEN COUNTY OFFICE OF EDUCATION AGREEMENT  
SUBJECT: Amendment of Agreement to provide network and technology services and support between the County of Lassen and the Lassen County Office of Education.  
FISCAL IMPACT: Paid from the Internal Services Department Fund/Budget Unit No. 104-0322, or other County Departments as needed and budgeted.  
ACTION REQUESTED: 1) Approve Amendment of Agreement for network and technology services and support between the County of Lassen and the Lassen County Office of Education, for a two year period, in the amount not to exceed \$140,000, per year; and 2) authorize the CAO to sign the Agreement.

Attachments: [180619 G1\\_001](#)

- 2** SUPERVISOR HAMMOND  
SUBJECT: 1) Request to designate \$500 to the Herlong High School Cheerleading squad and \$2272.00 to the Doyle Senior Center.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditures.
- 3** SUPERVISOR TEETER  
SUBJECT: 1) Request to designate \$500 to the Sensory Avenue of Susanville and \$1231.50 to Roptown 9 Neighborhood Watch.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditures.
- 4** SUPERVISOR GALLAGHER  
SUBJECT: 1) Request to designate \$1042.39 to C&S Waste Solutions for the Westwood cleanup day on June 23, 2018.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditure.
- 5** SUPERVISOR HEMPHILL  
SUBJECT: 1) Request to designate \$500 to the Milford Community Association; 2) \$500 to the Janesville Music Program; 3) \$500 to the Janesville Town Council; 4) \$500 to the Johnstonville Grange; 5) \$500 to the Lassen-Modoc Food Bank.  
FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.  
ACTION REQUESTED: Approve expenditures.

**AUDITOR'S OFFICE**

- 6** REPORT  
SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of May 31, 2018.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

**Attachments:**      [LASSEN COUNTY FUND BALANCES 5-31-2018](#)

**CHILD SUPPORT SERVICES**

7

## AGREEMENT

SUBJECT: Request the Board to approve the State Fiscal Year 2018/2019 Agreement between the Department and the Law Office of Jessica Ryan Keeney in the amount of \$89,280.00 per year.

FISCAL IMPACT: There is no fiscal impact to the General Fund; there is no net increase to appropriations.

ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize the County Administrative Officer to sign the contract.

Attachments: [CSS 6.19.18 packet](#)

## COUNTY CLERK-RECORDER

8

## MINUTES

SUBJECT: Meeting minutes of June 12, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes](#)

## SHERIFF'S DEPARTMENT

9

## FIRE SPRINKLER REPAIR

SUBJECT: Fire sprinkler repair. Ratification of emergency purchase.

FISCAL IMPACT: \$28,524 will come from an existing allocation in Fund/Budget Unit No. 130-0525.

ACTION REQUESTED: Ratify the emergency purchase.

Attachments: [SO Fire Sprinkler Repair Attach](#)

10

## ADMINISTRATION

SUBJECT: Change in classification of one Sergeant position to a Correctional Sergeant position.

FISCAL IMPACT: Limited cost savings based on the difference in the salary scales of the two bargaining units.

ACTION REQUESTED: Approve the change in classification of one Sergeant position in the Peace Officers Association (POA) Supervisors Unit at Range 21, to a Correctional Sergeant position in the POA Unit B at Range 21.

Attachments: [G10 Attach](#)

## TREASURER/TAX COLLECTOR

- 11** REPORT  
SUBJECT: Treasurer's Investment Report for May 31, 2018.  
FISCAL IMPACT: None.  
ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 05-31-2018](#)

#### MISCELLANEOUS CORRESPONDENCE ITEMS

- 12** ACTION REQUESTED: Receive and file the following correspondence:  
a) Susanville City Council Special Meeting agenda for May 29, 2018.  
b) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting agenda for June 14, 2018.

Attachments: [20180615145150077](#)

### H. DEPARTMENT REPORTS

#### PLANNING AND BUILDING SERVICES

- 1** BUILDING DIVISION  
SUBJECT: The proposed Ordinance repeals and replaces section 12.24.070 (Work commenced without permit) of the Lassen County Code. The ordinance would increase the penalty for doing work without a permit (building, electrical, plumbing, mechanical, gas, etc.).  
FISCAL IMPACT: Increase to General Fund/Budget Unit No. 100-0682.  
ACTION REQUESTED: 1) Receive report; and 2) introduce the ordinance and read (or waive).

Attachments: [PB OrdCHP12.24 BldgCode6-19-18](#)  
[PB ORDINANCE](#)

#### COUNTY ADMINISTRATIVE OFFICE

- 2** SHERIFF'S DEPARTMENT  
SUBJECT: Sheriff and Undersheriff Classifications.  
FISCAL IMPACT: No change in appropriation for 2017/2018 budget; Any anticipated increase for 2018/2019 will be included in that budget process.  
ACTION REQUESTED: 1) Receive report from CAO; and 2) approve side letter agreement with Lassen County Peace Officers Association Management Unit (LCPOMA); and 3) approve change to Undersheriff job description; and 4) approve change to Personnel Rules and Regulations; and 5) adopt Resolution fixing salary and benefits of Sheriff and Undersheriff classifications to LCPOMA salary and benefit schedule; or 6) provide direction to staff.

Attachments: [Sheriff and Undersheriff Classifications](#)

3

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

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