



**Lassen County**  
**Meeting Minutes**  
**Board of Supervisors**

**DRAFT**

*LASSEN COUNTY SUPERVISORS:*

*DISTRICT 1 - CHRIS GALLAGHER; DISTRICT 2 - GARY BRIDGES; DISTRICT 3 - JEFF HEMPHILL; DISTRICT 4  
- AARON ALBAUGH; DISTRICT 5 - TOM HAMMOND*

Tuesday, December 14, 2021

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

**9:07 A.M. CALL TO ORDER**

Present: Supervisors Gallagher, Bridges, Hemphill, Albaugh, and Hammond.  
Also present: County Administrative Officer (CAO) Richard Egan, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

**Present:** 5 - Chris Gallagher, Gary Bridges, Jeff Hemphill, Aaron Albaugh and Tom Hammond

**Excuse:** 0

**PUBLIC COMMENT**

None.

**RECESS:** 9:08 a.m. - 9:39 a.m.

The board recessed at 9:08 a.m. from the Board Chambers, 707 Nevada Street, Susanville, Ca. and reconvened at Lassen County Fairgrounds, Jensen Hall, 195 Russell Avenue, Susanville, Ca. at 9:39 a.m.

**9:39 A.M. OPENING CEREMONIES**

**Pledge of Allegiance and Invocation**

After the flag salute invocation was offered by Supervisor Albaugh.

**AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

Supervisor Albaugh announced closed session would be held at the end of the meeting.

Supervisor Albaugh requested to adjourn in memory of Terry Vehill and Sandy Stevenson; Supervisor Hammond requested to adjourn in memory of Red Day, Laura Day; Supervisor Hemphill requested to adjourn in memory of Bob Pinneo, and Garnie Pinneo.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that this Agenda be approved. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

#### PUBLIC COMMENTS

None.

#### UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Hemphill: 1) Attended a Lassen County Transportation Commission (LCTC) meeting; 2) attended a Lassen County Local Agency Formation Commission (LAFCo) meeting; 3) attended the craft fair held at the fairground; 4) wished everyone a Merry Christmas.

Supervisor Hammond: Wished everyone a Merry Christmas.

Supervisor Bridges: 1) Will be attending a California State Association of Counties (CSAC) meeting in Monterey, Ca; 2) attended the Desperado concert at the fairground; 3) attended a tribute to the Beach Boys concert at the fairground; 4) attended the craft fair held at the fairground; 5) attended a LAFCo meeting; 6) attended a LCTC meeting; 7) attended a potluck for a fair board member's departure; 8) gave an interview for a documentary that will be aired regarding the closure of California Correctional Center (CCC).

Supervisor Gallagher: 1) Attended a meeting regarding broad band at the Chamber of Commerce; 2) working with Spalding Community Services District and the Auditor to resolve funding and bookkeeping issues.

Supervisor Albaugh: 1) Reminded everyone to drive safe due to the weather and road conditions; 2) attended a LCTC meeting; 3) attended a Rural County Representatives of California (RCRC) meeting; 4) attended a Big Valley Groundwater Advisory Committee (BVAC) meeting; 5) attended a Golden State Natural Resources (GSNR) meeting; 6) wished everyone a Merry Christmas.

#### INFORMATION/CONSENT CALENDAR

Supervisor Gallagher requested to pull Item# G6 - Agreements; Supervisor Albaugh requested to pull Item# G7 - Amendment to Agreements, and Item# G10 - Boating and Waterways.

#### Approval of the Consent Agenda

**A motion was made by Supervisor Hemphill, seconded by Supervisor Bridges, to approve the Consent Agenda as amended. The motion carried by the following vote:**

#### AUDITOR'S OFFICE

##### FUND CASH BALANCES

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of September, 2021, and October 2021.

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** [LASSEN COUNTY FUND BALANCES 9-30-2021](#)  
[LASSEN COUNTY FUND BALANCES 10-31-2021](#)

**These Reports were approved on the consent agenda.**

COUNTY ADMINISTRATIVE OFFICE

THIS ITEM WAS REMOVED FROM THE AGENDA.

COUNTY CLERK-RECORDER

MINUTES  
SUBJECT: Meeting Minutes of October 26, 2021.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

**Attachments:** [DRAFT MINS 2021-10-26](#)

**These Minutes were approved on the Consent Agenda.**

MINUTES  
SUBJECT: Meeting Minutes of November 9, 2021.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

**Attachments:** [DRAFT MINS 2021-11-09](#)

**These Minutes were approved on the Consent Agenda.**

MINUTES  
SUBJECT: Meeting Minutes of November 16, 2021.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

**Attachments:** [DRAFT MINS 2021-11-16](#)

**These Minutes were approved on the Consent Agenda.**

OFFICE OF EMERGENCY SERVICES

REVIEW OF LOCAL EMERGENCIES  
SUBJECT: Review proclamation for the Beckwourth, Dixie and COVID Local Emergency (Resolution Nos. 21-033, 20-014, 21-037) and the Beckwourth, COVID, and Dixie Local Health Emergency (Resolution Nos. 21-038, 20-015, and 21-050).  
FISCAL IMPACT: None.  
ACTION REQUESTED: Review and continue Resolution Nos. 21-033, 20-014, 21-037, 21-038, 20-015, and 21-050.

**Attachments:** [211214 Local Emergency Resolutions](#)

**This Action Item was approved on the Consent Agenda.**

## PUBLIC WORKS DEPARTMENT

## ROAD DEPARTMENT

SUBJECT: Bid Award: Motor Grader - Correction to Original Award.

FISCAL IMPACT: Funding in the amount of \$342,342.00 from Road Operating Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Revise the bid award of a motor grader made to Cashman Equipment Company on October 26, 2021, from \$337,837.50 to \$342,342.

**Attachments:** [PW Motor Grader Attach](#)

**This Action Item was approved on the Consent Agenda.**

## SHERIFF'S DEPARTMENT

## OFF HIGHWAY VEHICLE AGREEMENT GRANT

SUBJECT: Grant Funding and Resolution for Off Highway Vehicle Grant G-21.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve Grand Funding and Resolution for Off Highway Vehicle Grant G-21 grant.

**Attachments:** [SO OHV Attach](#)

**This Action Item was approved on the Consent Agenda.**

## TREASURER/TAX COLLECTOR

## TAX SALE

SUBJECT: Resolution approving the sale of Tax Defaulted property at public auction May 13th through May 16th, 2022.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Resolution.

**Attachments:** [doc02386620211209114320](#)

**This Resolution No. 21-061 was adopted on the Consent Agenda.**

## PORTFOLIO

SUBJECT: Treasurer's Investment Report for September 2021, and October 2021.

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** [LASSEN COUNTY PORTFOLIO 9-30-2021](#)

[LASSEN COUNTY PORTFOLIO 10-31-2021](#)

**This Report was approved on the Consent Agenda.**

## COUNTY ADMINISTRATIVE OFFICE

THIS ITEM WAS PULLED FROM THE AGENDA.

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Technical Advisory Committee agenda for December 2, 2021.
- b) Land Conservation Committee agenda for December 3, 2021.
- c) Lassen County Planning Commission Meeting agenda for December 7, 2021.
- d) Central Valley Regional Water Quality Control Board Meeting Notice and agenda for December 9, 2021.
- e) Lassen County Behavioral Health Advisory Board meeting agenda for December 13, 2021.
- f) Application for Alcoholic Beverage License(s) - Dolgen California LLC.
- g) Lassen Transit Service Agency Notice of Cancellation for regularly scheduled meeting of December 13, 2021.

Attachments: [MISC CORR](#)

**These Reports were approved on the Consent Agenda.**

#### DEPARTMENT REPORTS

##### HEALTH AND SOCIAL SERVICES

##### BOATING AND WATERWAYS

SUBJECT: Board Resolution for 2022-2023 Fiscal Year (FY) Application for Financial Aid and Financial Aid Program Agreement, State of California Department of Parks and Recreation, Division of Boating and Waterways.  
FISCAL IMPACT: Potentially provide \$45,640 to the Lassen County Sheriff's Office for Boating Patrol Services for the 2022-2023 FY.

ACTION REQUESTED: 1) Adopt Resolution; and 2) approve the Boating Safety and Enforcement Financial Aid Program Agreement required by Boating and Waterways for Financial Aid for the 2022-2023 FY; and 3) authorize the Sheriff/Coroner to sign the Application for Financial Aid on behalf of Lassen County authorizing program participation.

Attachments: [SO Boating and Waterways Attach](#)

Supervisor Albaugh stated under the recommendation the year read as 2020/2021 Fiscal Year (FY). CAO Egan informed the board it should read as 2021/2022 FY. County Counsel Uhrhammer stated this change didn't affect the action as it read correct in the resolution.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that this Resolution No. 21-057 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

**AMENDMENTS TO AGREEMENTS**

**SUBJECT:** Health and Social Services Amendments to Agreements for Fiscal Year 2021/2022 and 2022/2023 to include the following Contractors: North Valley Behavioral Health, NTI Upstream, The Echo Group, Willow Glen Care Center, Lassen Family Services, Psynergy Programs, Inc, BHC Heritage Oaks Hospital, Inc. dba Heritage Oaks Hospital, Davis Guest Home, Inc., Cascade Circle, Inc. and Empire Recovery Center.

**FISCAL IMPACT:** There is no impact to County General Funds.

**ACTION REQUESTED:** 1) Approve Amendments to Agreements; and 2) authorize the CAO to execute the agreements.

**Attachments:** [BOS HSS Amendments 12.14.2021](#)

Supervisor Albaugh asked why the amendments affected the Echo Group and not Lassen County. Director of Health and Social Services Barbara Longo stated Echo Group's contract dealt with securities and services for client services. The current contract was with the Federal Bureau of Investigations (FBI) and wanted to transition from Echo Group to FBI. It was a better system for reporting on the client's information and to report out on aggregate outcomes. This was a result the state and Health and Social Services wanted. Brief discussion was held.

**A motion was made by Supervisor Bridges, seconded by Supervisor Hammond, that this Action Item be approved. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

**AGREEMENT**

**SUBJECT:** Subcontract Agreement #AR04198 with Public Health Institute in the amount of \$350,000 to: 1) Promote awareness about the state's vaccine efforts and the process to get vaccinated; 2) publicize locations where the public may receive information regarding COVID-19 vaccines; 3) increase access to vaccines in communities that have been disproportionately burdened by the COVID-19 pandemic; 4) focus funding and efforts in geographic areas and within demographic populations who are least likely to have access to vaccines services, health care, and/or have a high hesitancy towards getting a vaccine.

**FISCAL IMPACT:** There is no impact to County General Funds. This is a Revenue Agreement.

**ACTION REQUESTED:** 1) Approve Subcontract Agreement; and 2) authorize the CAO to execute the agreement.

**Attachments:** [BOS PH AR04198 12.14.2021](#)

Supervisor Bridges asked about the statement in the contract that said "finding efforts and geographic areas in demographic populations". Director of Health

and Social Services (HSS) Barbara Longo stated HSS did a survey of Lassen County residents to find out their thoughts of receiving the Covid-19 vaccination. The residents were concerned of how the vaccine was going to work and wanted to see if there would be any significant side effects to the vaccination. This funding would be beneficial to HSS to gather information and share with the public. Additional discussion was held regarding providing information to rural areas, staffing, masking, vaccination rates, and additional access to the vaccine.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Bridges, that this Action Item be approved. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

SHERIFF'S DEPARTMENT

## **PUBLIC HEARINGS**

### **PLANNING AND BUILDING SERVICES**

SUBJECT: Continued public hearing from November 16, 2021. Update of the 1989 Noise Element as required by Government Code section 65302(f) and adoption of an implementing ordinance.

FISCAL IMPACT: None

ACTION REQUESTED: 1) Receive report from staff and recommendation of approval by the Planning Commission; and 2) conduct a Public Hearing; and 3) adopt a resolution adopting Negative Declaration Number 2021-003 as the environmental document; and 4) adopt the Noise Element; and 5) introduce and adopt, by title only, the proposed ordinance; or 6) provide direction to staff.

**Attachments:** [701.03 Noise Element Board Packet 12-14-21](#)

Assistant Director of Planning and Building Services Gaylon Norwood stated at the November 16, 2021, Board of Supervisors meeting Planning and Building Services introduced an updated noise element ordinance. The Department was satisfied with the corrections. The updated ordinance was cleaner and straight forward with discussions of dog bites and added information pertaining to railroad loading and unloading across Lassen County. Discussion was held.

CAO Egan was absent from 10:16 a.m. - 10:18 a.m.

The Public Hearing was open from 10:21 a.m. - 10:21 a.m.

SPEAKERS IN FAVOR: None.

SPEAKERS IN OPPOSITION: None.

No additional discussion was held.

**A motion was made by Supervisor Bridges, seconded by Supervisor**

**Gallagher, that this Resolution No. 21-058 and Ordinance No. 2021-04 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

COUNTY CLERK-RECORDER

SUBJECT: Resolution adopting a Redistricting Plan for Lassen County.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

**Attachments:** [C2 Attach](#)

[Maps of Supervisorial Districts](#)

Senior Recorder Sarah Howe informed the board this item was a Public Hearing to adopt a resolution for Proposal 3 as directed by the board. Senior Recorder Howe stated if the board chose not to adopt Proposal 3 the redistricting would go to the Superior Court to draw the supervisorial lines and recommended the board to move forward with Proposal 3. The board thanked Senior Recorder Howe for the hard work put into drawing the maps. Senior Recorder Howe said it was many departments that contributed and acknowledged the County Administration Office, Planning and Building Services, County Counsel, Information Services (IT), and the County Surveyor. Brief discussion was held.

The Public Hearing was open from 10:31 a.m. - 10:34 a.m.

SPEAKERS IN FAVOR: Tom Neely.

SPEAKERS IN OPPOSITION: None.

**A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that this Resolution No. 21-059 be adopted. The motion carried by the following vote:**

**Aye:** 3 - Gallagher, Bridges and Albaugh

**Nay:** 2 - Hemphill and Hammond

## **DEPARTMENT REPORTS - CONTINUED**

### **HEALTH & SOCIAL SERVICES**

#### **SYRINGE PROGRAM**

SUBJECT: Lassen County Syringe Collection Program.

FISCAL IMPACT: There is no impact to County General Funds.

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

**Attachments:** [BOS HSS Syringe Program 12.14.2021](#)

Supervisor Gallagher stated he had been receiving numerous calls from residents of Westwood regarding syringes and expressed his gratitude for the effort Director of Health and Social Services (HSS) Barbara Longo had put into



this program. Director Longo informed the board millions of Americans use needles for medication as well as drug use. Director Longo discussed locations of improperly discarded needles and locations throughout Lassen County where Sharp's Containers could be found. Brief discussion was held.

## PUBLIC WORKS DEPARTMENT

### ROAD DEPARTMENT

SUBJECT: Resolution Granting Signing Authority to County Administrative Officer or Director of Public Works for Funding Agreements with Caltrans.

FISCAL IMPACT: County regularly receives funding from Caltrans for road and bridge projects.

ACTION REQUESTED: That the Board of Supervisors adopt a resolution granting signing authority to the County Administrative Officer or Director of Public Works for funding agreements with Caltrans.

Attachments: [PW Caltrans Funding Attach](#)

Director of Public Works Pete Heimbigner informed the board this item was related to Cal Trans and bridge projects. This item has been presented to the board at previous meetings to request direction. Brief discussion was held.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, that this Resolution No. 21-060 be adopted. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

### ROAD DEPARTMENT

SUBJECT: State Department of Parks and Recreation Per Capita Grant Program.

FISCAL IMPACT: Depending on project(s) location a 25% match may be required by the State. The match requirement is determined by a State match calculator that determines median income in the vicinity of a project location.

ACTION REQUESTED: Receive status update on State Parks Per Capita Grant Program and provide direction.

Attachments: [PW Per Capita Attach](#)

Director of Public Works Pete Heimbigner informed the Board this project was to make improvements on every park in each Supervisors districts and gave detailed improvements for each park and discussed funding. Brief discussion was held.

### ROAD DEPARTMENT

SUBJECT: Bid Award for Punkin Center Road CR 417 Rehab B Hot Mix Asphalt Overlay Project.

FISCAL IMPACT: Funding is available within the current 2021/2022 Fiscal Year Road Construction Fund/Budget Unit No. 122-1222.

ACTION REQUESTED: 1) Award the contract for "Punkin Center Road CR

417 Rehab b Hot Mix Asphalt Overlay Project” to Hat Creek Construction & Materials, Inc., the only bidder meeting the specifications in the amount of \$1,989,989; and 2) authorize the Director of Public Works to sign the agreement upon approval as to form by County Counsel; and 3) authorize the Director of Public Works to authorize Change Orders up to a “not-to-exceed” amount of \$298,498 (approximately 15%) or a total contract not-to-exceed cost of \$2,288,487.

Director of Public Works Pete Heimbigner informed the board this project was an asphalt over and replacement. Received one bid from Hat Creek. Agenda item stated the bid was \$3,000,000 and the amount was a typo. The actual bid was under \$2,000,000. This project is expected to begin the summer of 2022. Brief discussion was held.

**A motion was made by Supervisor Hammond, seconded by Supervisor Gallagher, that this Action item be approved. The motion carried by the following vote:**

**Aye:** 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

#### COUNTY ADMINISTRATIVE OFFICE

THIS ITEM WAS PULLED FROM THE AGENDA.

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: Briefly discussed the Public Defender's office; 2) announced the Board of Supervisors meeting will be called for December 21, 2021.

RECESS: 11:16 a.m. - 11:21 a.m.

#### CLOSED SESSION

Closed session was held from 11:21 a.m. - 11:41 a.m.

Present: Supervisors Gallagher, Bridges, Hemphill, Albaugh, and Hammond.  
Also present: CAO Egan, Deputy CAO Shaw, County Counsel Uhrhammer, and Deputy Clerk of the Board Yderraga.

Personnel/Risk Coordinator Regina Schaap was present from 11:21 a.m. - 11:43 a.m.

Assistant Director of Planning and Building Services Gaylon Norwood was present via teleconference from 11:41 a.m. - 11:42 a.m.

#### ANNOUNCEMENTS OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

- 1) Liability Claim; - Claimant: Roxanne Hardie, Claim No. TIBV-600028 , Agency claimed against: Lassen County.

No reportable action.

2) Conference with Labor Negotiator Richard Egan: a) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA); and b) Department Heads and Confidential employees.

No reportable action.

## **ADJOURNMENT**

There being no further business, the meeting is adjourned at 11:44 a.m. in memory of Terry Vehill, Sandy Stevenson, Red Day, Laura Day, Bob Pinneo, and Garnie Pinneo.

\_\_\_\_\_  
Chairman of the Board of Supervisors

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Michele Yderraga, Deputy Clerk of the Board