



Lassen County

Meeting Minutes

Board of Supervisors

DRAFT

LASSEN COUNTY SUPERVISORS:

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

Tuesday, June 14, 2022

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:30 A.M. OPENING CEREMONIES

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

Pledge of Allegiance and Invocation

After the flag salute, a moment of silence was taken for the victims of Uvalde, Texas.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Closed session was not held.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Hemphill adjourned in memory of Leonard Santos.

A motion was made by Supervisor Albaugh, 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

District Attorney Susan Rios: Gave an extensive update regarding the Dixie Fire Settlement for Lassen County.

Office of Emergency Services Chief Silas Rojas: Gave an update on the fire debris removal in Lassen County and Juniper Lake.

Tracy Langslet: Discussed the Deputy Sheriff's current pay, benefits, and the recent burglary at a family members home. Commended the Lassen County Sheriff's Department for their diligent work.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item No.'s G6 - Agreement, G7 - Travel Authorization, G12 - Zonehaven Contract, and G13 - Administration; Supervisor Gallagher requested to pull Item No. G14 - Tucker Sno-Cat for further discussion.

Approval of the Consent Agenda

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

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

BOARD OF SUPERVISORS

SUPERVISOR ALBAUGH

SUBJECT: Request to designate: 1) \$500 to the Big Valley 50 Plus Club; and 2) \$250 to the Blue Star Moms; and 3) \$250 to the Lassen Library; 4) remainder of discretionary to the law Enforcement Torch Run.

FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.

ACTION REQUESTED: Approve expenditures.

This Action Item was approved on the Consent Agenda.

SUPERVISOR BRIDGES

SUBJECT: Request to designate: \$300 to the Law Enforcement Torch Run.

FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.

ACTION REQUESTED: Approve expenditure.

This Action Item was approved on the Consent Agenda.

SUPERVISOR GALLAGHER

SUBJECT: Request to designate: 1) \$300 to the Law Enforcement Torch Run; and 2) \$500 to the Westwood Museum.

FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. 100-0011.

ACTION REQUESTED: Approve expenditures.

This Action Item was approved on the Consent Agenda.

COUNTY ADMINISTRATIVE OFFICE

RECOMMENDED COUNTY BUDGET

SUBJECT: Resolution adopting the Recommended Budget for the Fiscal year (FY) July1, 2022 - June 30, 2023.

FISCAL IMPACT: Adoption of the recommended budget allowing departments to continue operations prior to the adoption of the final budget.

ACTION REQUESTED: Adopt resolution.

Attachments: [220614 Recommended Budget Resolution_001](#)

This Resolution No. 22-032 was adopted on the Consent Agenda.

AUDITOR'S OFFICE

FUND CASH BALANCES

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of April, 2022.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 04-30-2022 - Copy](#)

This Report was received and filed on the Consent Agenda.

DISTRICT ATTORNEY

VICTIM WITNESS GRANT REQUEST

SUBJECT: Resolution approving the undertaking/ continuation of the Lassen County District Attorney's Victim/Witness Assistance Program to be funded utilizing reimbursable grant sources available through the State and Federal funds, administered by the California Office of Emergency Services (CalOES).

FISCAL IMPACT: \$235,116 for Victim/Witness Grant; Fund/Budget Number Unit No.108-0433; none to the General Fund.

ACTION REQUESTED: Adopt Resolution.

Attachments: [DA VW Grant](#)
[DA VW Grant Application](#)
[DA Resolution](#)

This Resolution No. 22-033 was adopted on the Consent Agenda.

HEALTH AND SOCIAL SERVICES

AGREEMENTS

SUBJECT: Health and Social Services Agreements to include the following Contractors: Davis Guest Home, Inc., Alliance for Workforce Development, Inc., Pathways to Child and Family Excellence, Inc., County of Butte, County of Santa Cruz, UC Davis, County of Shasta, and County of Plumas.

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

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

Attachments: [G10-HSS Contracts 06.14.2022](#)

This Action Item was approved on the Consent Agenda.

MEMORANDUM OF UNDERSTANDING

SUBJECT: Memorandum of Understanding with Northern Rural Training and Employment Consortium (NoRTEC) for 2022 - 2025.

FISCAL IMPACT: There is no impact to County General Funds.
ACTION REQUESTED: 1) Approve MOU; and 2) authorize the CAO to execute the MOU.

Attachments: [G11-NoRTEC 2022.2025 MOU 06.14.2022](#)

This Action Item was approved on the Consent Agenda.

PROBATION DEPARTMENT

CONTRACT

SUBJECT: Redwood Toxicology Laboratory Contract.

FISCAL IMPACT: Regular Expenditure to Probation Fund/Budget Unit No. 145-0561. Partial reimbursement from Pretrial Grant. Contract not to exceed \$8,000.

ACTION REQUESTED: Authorize the County Administrative Officer to execute the contract.

Attachments: [G15 Attach](#)

This Action Item was approved on the Consent Agenda.

PUBLIC WORKS DEPARTMENT

ASPHALT EMULSION

SUBJECT: Bid Award: Asphalt Emulsion Oil.

FISCAL IMPACT: Funding available in Road Operating Budget, Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Award the bid to Albina Asphalt, 801 Main Street, Vancouver, WA 98660, the lowest bidder meeting the specifications, in the amount of \$369,250 for asphalt emulsion oil bidder plus an additional amount of \$25,000 for spreading costs and an additional \$75,000 (20% of low bid) to cover volatility in oil prices for a not to exceed amount of \$469,250.

Attachments: [PW Asphalt Emulsion Attach](#)

This Action Item was approved on the Consent Agenda.

SHERIFF'S DEPARTMENT

SEWER GRINDER

SUBJECT: Emergency Purchase Ratification of Sewage Grinder and Service Contract.

FISCAL IMPACT: Funding is available in Sheriff's Office Fund/Budget Unit No. 130-0525 in the amount of \$59,640 for the repair work and \$12,000 for the service contract. Total fiscal impact would be \$71,640.

ACTION REQUESTED: 1) Ratify the emergency purchase authorized by the County Administrative Officer in the amount of \$59,640; and 2) authorize the County Administrative Officer to execute the service contract in the amount of \$12,000 over a five year period for annual service and repair.

Attachments: [SO Grinder Attach 1](#)
[SO Grinder Attach 2](#)
[SO Grinder Attach 3](#)
[So Grinder Attach 4](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

PORTFOLIO

SUBJECT: Treasurer's Investment Report for April, 2022.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 04-30-2022 - Copy](#)

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

June 14, 2022

ACTION REQUESTED: Receive and file the following correspondence:

- a) Central Valley Regional Water Quality Control Board Meeting Agenda for Thursday, June 9, 2022, and Friday, June 10, 2022.
- b) Lassen County Technical Advisory Committee Meeting Agenda for June 2, 2022.
- c) Fish and Game Commission Meeting Agenda for June 15 - 16, 2022.
- d) Lassen County Planning Commission Meeting Agenda for June 7, 2022.
- e) Lassen Local Agency Formation Commission (LAFCo) Regular Meeting agenda for June 13, 2022.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

CHILD SUPPORT SERVICES

AGREEMENT

SUBJECT: Request Board of Supervisors to approve the State 2022/2023 Fiscal Year agreement between the Department and Law Office of Jessica Ryan Keeney.

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

ACTION REQUESTED: 1) Approve the agreement with the Law Office of Jessica Ryan Keeney; and 2) authorize the County Administrator to execute the contract on behalf of the Board.

Attachments: [DCSS attach 1](#)
[DCSS Attach 2](#)

Supervisor Albaugh requested additional information regarding providing services to Plumas County at no cost. Staff Services Analyst Regina Richardson informed the board the Department of Child Support Services was allocated legal services for Plumas County and credit for cost effectiveness. Brief discussion was held.

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

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

TRAVEL AUTHORIZATION

SUBJECT: Travel authorization and report for Director Kelley Cote to attend the 2022 NACo Annual Conference in Adams County, Colorado, July 20-25, 2022. Estimated travel cost for the conference is \$2,624.59.

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

ACTION REQUESTED: 1) Approve the travel request; and 2) authorize the County Administrator Officer to execute on behalf of the Board of Supervisors.

Attachments: [DCSS](#)
[20220510 LASSEN COUNTY TRAVEL AUTHORIZATION AND REPORT The Count](#)

Supervisor Albaugh questioned why the Department of Child Support Services Director Kelley Cote was not being reimbursed for travel for an event she would be attending to receive an award. Staff Services Analyst Regina Richardson agreed with Supervisor Albaugh and reiterated it would not be reimbursed. Brief discussion was held.

A motion was made by Supervisor Albaugh, 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

OFFICE OF EMERGENCY SERVICES

ZONEHAVEN CONTRACT

SUBJECT: Zonehaven Contract five (5) years.

FISCAL IMPACT: None. Grant funded.

ACTION REQUESTED: 1) Approve; and 2) authorize Chairman to sign.

Attachments: [220614 Zonehaven Agreement](#)

Supervisor Albaugh asked if this was the same organization that donated their

time to help with the fire evacuations. Officer of Emergency Services (OES) Chief Silas Rojas stated this was the same organization and they had provided services to Lassen County since June 2021 at no cost. OES Chief Rojas also stated he would be receiving a grant that was applied through the Fire Safe Council and Cal Fire was going to be the Administrator. Brief discussion was held.

A motion was made by Supervisor Albaugh, 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

ADMINISTRATION

SUBJECT: Resolution approving the submittal of an application to the California Climate Investment Fire Prevention Grant Program.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve; and 2) authorize Chairman to sign.

Attachments: [220614 CalFire Fire Prevention Grant Application](#)

Brief discussion was held regarding the wording of the resolution.

A motion was made by Supervisor Albaugh to not approve the item. Motion died due to a lack of a second.

A motion was made by Supervisor Hammond, seconded by Supervisor Hemphill, that this Resolution No. 22-034 be adopted. The motion carried by the following vote:

Aye: 4 - Gallagher, Bridges, Hemphill and Hammond

Nay: 1 - Albaugh

TUCKER SNO-CAT

SUBJECT: Bid Award: One (1) new 2023 Tucker SNO CAT in the amount of \$224,063.79 from Fund/Budget Unit No. 185-0540.

FISCAL IMPACT: None. Grant funded purchase. Budgeted in the current Fiscal Year (FY) 2021/2022 budget.

ACTION REQUESTED: 1) Award bid to Tucker SNO CAT incorporated, Medford, Oregon; and 2) authorize the County Administrative Officer to approve change orders in the amount of 10% (\$22,406.38) not to exceed a total purchase price of \$246,470.17.

Attachments: [220614 SnoCat Bid Award](#)

Supervisor Gallagher asked if the county had received a grant. Officer of Emergency Services (OES) Chief Silas Rojas stated the county did and purchased a Tucker Sno-Cat that would go to the Sheriff's Office. The Sno-Cat would be paid for from the Homeland Security. The current machinery the Sheriff Office has doesn't work in search and rescue. It can only carry two people. The

Sno-Cat can carry more than two people. OES Chief Rojas also stated the current Cat would be surplussed and scheduled delivery for the Sno-Cat would be December 19, 2022. Brief discussion was held.

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

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

SHERIFF'S DEPARTMENT

ADMINISTRATION

SUBJECT: Memorandum of Understanding (MOU) between the County of Lassen and the Superior Court of California, County of Lassen.

FISCAL IMPACT: Revenue of \$333,647 for Fiscal Year (FY) 2022/2023.

ACTION REQUESTED: 1) Approve the proposed MOU; and 2) authorize the Chairman to sign.

Attachments: [SO Admin Attach](#)

Supervisor Gallagher asked if the Memorandum of Understanding was reasonable. Captain Mike Carney stated the MOU was very reasonable and the Sheriff's Office had a good standing relationship with the courts and presiding judges. 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

PUBLIC WORKS DEPARTMENT

ECORP AGREEMENT

SUBJECT: Agreement with ECORP Consulting, Inc. for Environmental and Engineering Services Related to Hackstaff Bridges Replacement Project.

FISCAL IMPACT: Adds an additional \$38,600 to current contract for a revised not to exceed amount of \$192,070. Funding is available in Road Fund/Budget Unit No.122-1221.

ACTION REQUESTED: 1) Approve second amendment to agreement with ECORP Consulting, Inc. to perform environmental and engineering services related to Public Works/Transportation Hackstaff Bridge Replacement Project in the amount of \$38,600; and 2) Authorize the Director of Public Works to sign agreement.

Attachments: [PW ECORP Attach](#)

Director of Public Works Pete Heimbigner informed the board this item was to amend an agreement for environment work on Hackstaff Road bridges in the Doyle Area. Director Heimbigner gave a brief overview of the project. Brief

discussion was held.

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

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

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Albaugh: 1) Attended a Sierra Nevada Conservancy board meeting; 2) Saturday, June 18, 2022, will be the Fishing Derby at Pit River in Big Valley; 3) will be meeting with Golden State Natural Resources (GSNR) regarding the new pellet mill on June 15, 2022; 4) will be attending a Rural County Representatives of California (RCRC) meeting; 5) congratulated all graduates; 6) the NorCal EMS lawsuit was recently dismissed by the Ninth Circuit Court of Appeals; 7) the Governor's Budget was recently released. Briefly discussed repayments in the Williamson Act; 8) congratulated Lassen County resident, State Senator Brian Dahle for advancing in the race for California Governor.

Supervisor Hammond: 1) Attended a Bi-State meeting with Washoe County regarding the US Highway 395 project; 2) will be meeting with the major developers; 3) will be having bi-monthly meetings and re-establishing coalition to receive funding.

Supervisor Bridges: 1) Attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 2) attended a California Behavioral Health meeting; 3) attended a Lassen County Local Agency Formation Commission (LAFCo) meeting; 4) attended a Behavioral Health Advisory Board meeting; 5) reminded everyone to wear purple on June 15, 2022, for Elder Abuse Awareness Month; 6) attended oldest granddaughter's graduation in Maryland.

Supervisor Hemphill: 1) Attended a Bi-State meeting; 2) daughter graduated 8th grade; 3) congratulated Supervisor Elect Tom Neely on his recent win for Lassen County Board Supervisor District 3.

Supervisor Gallagher: 1) Attended LAFCo meeting; 2) received a phone call from Plumas Forest Service regarding an in person meeting; 3) congratulated all graduates.

RECESS: 10:36 a.m. - 10:46 a.m.

MATTERS SET FOR TIME CERTAIN

DEPARTMENT OF CHILD SUPPORT SERVICES

SUBJECT: 2021 California State Association of Counties (CSAC) Challenge Award Presentation.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Graham Knaus from California State Association of Counties (CSAC) introduced himself and gave detailed background on CSAC. Mr. Knaus

informed the board he would be presenting the CSAC 2021 Challenge Award to Lassen County for the Department of Child Support Services work on the Fatherhood initiative Outreach "The Brandon Story". The Director of Child Support Services Kelley Cote accepted the award. Additional discussion was held.

DEPARTMENT REPORTS - CONTINUED

PUBLIC WORKS DEPARTMENT

ROAD MAINTENANCE AND REHABILITATION

SUBJECT: SB-1 Road Maintenance and Rehabilitation Account (RMRA) Funding - FY 2022-23.

FISCAL IMPACT: Anticipated revenue in the estimated amount \$3,070,814 from the 2022/23 appropriation of SB 1 RMRA Funds to the Fiscal Year (FY) 2022/2023 Road Construction Fund/Budget Unit No. 122-1222.

ACTION REQUESTED: 1) Approve the Project List for the FY 2022/2023 SB-1 Road Maintenance and Rehabilitation Account (RMRA) funding; and 2) adopt resolution; 3) and authorize the Chairman to sign.

Attachments: [PW RMRA Attach](#)

Director of Public Works Pete Heimbigner informed the board this was the sixth time doing the SB1 Funding since 2017. Public Works was expecting to receive \$3 million dollars of Road Maintenance and Rehabilitation Account funding and had a current list of projects the funding would be spent on. Brief discussion was held pertaining to paved and gravel roads.

SPEAKERS: Tom Traphagan

A motion was made by Supervisor Hammond, seconded by Supervisor Hemphill, that this Resolution No. 22-035 be adopted. The motion carried by the following vote:

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

SHERIFF'S DEPARTMENT

TRANSPORT VAN

SUBJECT: Authorize the County Administrative Officer to execute the proposal purchasing the vehicle from Braun NW, Inc. in the amount of \$170,811.71.

FISCAL IMPACT: The cost of the vehicle will be attributed to the Sheriff's Office Fund/Budget Unit No. 130-0525 in the amount of \$170,811.71. This includes the cost of the vehicle plus sales tax. The funding request would be from the General Fund.

ACTION REQUESTED: Authorize the County Administrative Officer to execute the proposal purchasing the vehicle from Braun NW, Inc. in the amount of \$170,811.71.

Attachments: [SO Transport Van Attach](#)

Captain John McGarva stated he was before the board two years ago requesting a van amidst Covid-19. Captain McGarva said the van was great transporting inmates back and forth from court however it has since fallen apart and was looking to replace with an E350. Captain McGarva gave a description of the van's features. Brief discussion was held.

A motion was made by Supervisor Albaugh, 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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Received a letter last week from the Lassen Municipal Utility District (LMUD) General Manager Pat Holley advising the district intends to move forward with the removal of the Hayden Hill power line on October 3, 2022; 2) The Care Court Legislation is moving forward, however it is not in effect yet.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:27 a.m. in memory of Leonard Santos.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board