



## Lassen County

# DRAFT

### Meeting Minutes Board of Supervisors

#### LASSEN COUNTY SUPERVISORS:

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

Tuesday, March 21, 2017

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

#### 9:01 A.M. CALL TO ORDER

PRESENT: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond.  
Also Present: County Administrative Officer (CAO) Richard Egan, County  
Counsel Robert Burns and Deputy Clerk of the Board Michele Yderraga.

**Present:** 5 - Supervisor Chris Gallagher, Supervisor David Teeter, Supervisor  
Jeff Hemphill, Supervisor Aaron Albaugh and Supervisor Tom  
Hammond

**Excuse:** 0

#### 1. PUBLIC COMMENT

Patty Kouyoumdjian spoke on behalf of the California Water Boards, Lahontan  
Region. Joel Stauffer commented on marijuana regulations. Stephen Young  
presented information regarding the Susanville Indian Rancheria POW WOW.

#### 2. CLOSED SESSION - None.

#### 9:30 A.M. OPENING CEREMONIES

#### Pledge of Allegiance and Invocation

After the flag salute, the invocation was offered by Supervisor Albaugh.

#### 1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

No closed session.

#### 2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

#### 3. PUBLIC COMMENTS - None.

#### 4. UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Hammond: Requested each Supervisor to propose an economic  
development plan for their district. Discussion was held.

Supervisor Hemphill: 1) Attended a Transportation Commission meeting; 2)  
Requested to designate \$500 to Janesville Town Council.

Supervisor Gallagher: 1) Attended the Symphony Fund Raiser; 2) Attended a

Fish and Game Commission meeting; 3) Requested to donate \$500 to the Fish and Game Commission; 4) Requested to donate \$250 to Westwood Little League; 5) Will be attending the the Symphony Piano Concert Friday and Sunday; 6) Will be attending an End Sex Trafficking meeting.

Supervisor Teeter: 1) Attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 2) Attended a Susanville City Council meeting.

Supervisor Albaugh: 1) Agreed that each supervisor should develop an economic plan for their district; 2) Attended a Regional Council Representatives of California (RCRC) meeting; 3) Requested to donate \$500 to the Susanville Indian Rancheria Annual Memorial POW WOW; 4) Lassen County will be taking part in a pilot program to educate elementary and high school children on human trafficking.

## **MATTERS SET FOR TIME CERTAIN**

10:00 a.m.: PROCLAMATION

SUBJECT: Proclamation recognizing Susan Osgood (Clerk-Recorder's Office) on her retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

Attachments: Proclamation 2017 -- Susan Osgood

**A motion was made by Supervisor Hemphill, seconded by Supervisor Gallagher, that this Proclamation be adopted. The motion carried by the following vote:**

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

RECOGNITION COMMITTEE PRESENTATION

SUBJECT: 10 Year Awards: Jennifer Mohr (Sheriff's Department).

15 Year Awards: Devin Morrow (Health and Social Services).

RETIREMENT: Susan Osgood (Clerk-Recorder's Office).

FISCAL IMPACT: None.

ACTION: Present awards.

Chairman Albaugh made presentations to Jennifer Mohr (10 years - Sheriff's Department) and Devin Morrow (15 years - Health and Social Services).

Chairman Albaugh acknowledged Susan Osgood on her retirement after 18 years in Lassen County's Clerk-Recorder's Office.

## **PUBLIC COMMENTS**

Supervisor Albaugh read a poem from Poet Laureate Violet Stout.

## **INFORMATION/CONSENT CALENDAR**

Supervisor Gallagher pulled item# G3 Meeting Minutes of 3/14/2017.

Supervisor Albaugh pulled item# G6 Letter of Support of AB 1326 (Cooper D-Elk Grove) Theft: aggregate valuation.

**Approval of the Consent Agenda**

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

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

**BOARD OF SUPERVISORS****SUPERVISOR ALBAUGH**

**SUBJECT:** Request to designate \$1,000 to the Big Valley Recreation District. (March 14, 2017).

**FISCAL IMPACT:** Appropriation is included in the General Fund, Board of Supervisors budget (100-0011).

**ACTION REQUESTED:** Approve expenditures.

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

**AUDITOR AND TREASURER DEPARTMENTS****REPORT**

**SUBJECT:** Treasurer's Fund Balance Report and Auditor's verification for the month of February, 2017.

**FISCAL IMPACT:** None.

**ACTION:** Receive and file.

**Attachments:** LASSEN COUNTY FUND BALANCES 02-28-2017

**This Report was received and filed on the Consent Agenda.**

**TREASURER/TAX COLLECTOR****REPORT**

**SUBJECT:** Treasurer's Investment Report for February, 2017.

**FISCAL IMPACT:** None.

**ACTION:** Receive and file.

**Attachments:** LASSEN COUNTY PORTFOLIO 02-28-2017

**This Report was received and filed on the Consent Agenda.**

**BOARD OF SUPERVISORS****OFFICE OF EMERGENCY SERVICES**

**SUBJECT:** Resolution establishing the County Authorized Agent(s) to apply for and sign any CalOES and FEMA funding related documents as they relate to the recent storms.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Adopt Resolution.

**Attachments:** CalOES130

**This Resolution No.17-015 was adopted on the Consent Agenda.**

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Air Pollution Control District Governing Board Meeting for March 14, 2017.
- b) Susanville City Council meeting agenda for March 15, 2017.
- c) Lassen Transit Service Agency Special meeting agenda for March 14, 2017.
- d) Lassen County Transportation Commission Special meeting agenda for March 14, 2017.
- e) Planning and Service Area (PSA) 2 Area Agency on Aging Meeting of the Executive Board for March 20, 2017.

Attachments: Misc Corr

**These Reports were received and filed on the Consent Agenda.**

#### DEPARTMENT REPORTS

##### COUNTY CLERK-RECORDER

###### MINUTES

SUBJECT: Meeting minutes of March 14, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: Draft Meeting Minutes 14-Mar-2017

Supervisor Gallagher requested clarification to the updated job description for Director of Health and Social Services and to capture the change. Discussion was held.

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

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

#### BOARD OF SUPERVISORS

##### SUPERVISOR GALLAGHER

SUBJECT: Letter of Support of AB 1326 (Cooper D-Elk Grove) Theft: aggregate valuation

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Authorize Supervisor Gallagher to work with Sheriff Growdon to prepare a letter of support of AB 1326, and 2) Authorize the Chairman to sign the letter on behalf of the Board of Supervisors.

Attachments: AB 1326

County Counsel Burns gave an explanation of AB1326. Discussion was held.

**This Report was approved.**

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

#### BOARD OF SUPERVISORS

##### SUPERVISOR TEETER

SUBJECT: Expenditure of \$5,000 to the Lassen County Chamber of Commerce for organizing a 100th anniversary celebration of the Historic Lassen County Courthouse to be held in the fall of 2017.

FISCAL IMPACT: Appropriation from the General Fund, Non-Departmental (100-0101).

ACTION REQUESTED: Approve expenditure and authorize the CAO and the Department of Public Works to work with the Lassen County Chamber of Commerce to obtain any necessary permits or approvals to use county property for the 100th anniversary celebration of the Historic Lassen County Courthouse.

Attachments: Chamber of Commerce Historic Courthouse

Supervisor Teeter explained expenditure for the 100th Anniversary of the Courthouse. Extensive discussion was held. This item was tabled to the Board of Supervisors meeting scheduled for March 28, 2017.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Gallagher, that this Action Item be postponed to the March 28, 2017 Board of Supervisors meeting. The motion carried by the following vote:**

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

##### SUPERVISOR HEMPHILL - SANCTUARY COUNTY STATUS

SUBJECT: Continued discussion regarding identification of Lassen County as a Sanctuary County and potential impact on federal funding.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: Receive report and provide direction to staff.

Supervisor Hemphill informed the Board he had been educating himself with information pertaining to the sanctuary. Extensive discussion was held. No action taken at this time.

SPEAKERS: Sheriff Dean Growdon, Deputy CAO Tony Shaw.

**This Report was presented.**

RECESS: 10:45 a.m. - 10:50 a.m.

#### ADMINISTRATIVE SERVICES ITEM

##### LASSEN COUNTY TRANSPORTATION COMMISSION (LCTC)

SUBJECT: Notice of Termination of Staffing and Support Services

Agreement from the Lassen County Transportation Commission to the County of Lassen.

FISCAL IMPACT: To be determined. The agreement obligates the Lassen County Transportation Commission to compensate the County for the recovery of the County's post agreement costs.

ACTION REQUESTED: 1) Receive notice. 2) Provide direction to staff.

**Attachments:** LCTC

CAO Egan presented information on the Lassen County Transportation Commission (LCTC). Extensive discussion was held. Agreed to receive notice and direction to move forward.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Report be received and direction provided to staff to move forward. The motion carried by the following vote:**

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

DIRECTOR OF CHILD SUPPORT SERVICES

SUBJECT: Reclassification of Salary Range.

FISCAL IMPACT: No impact to the General Fund. Range Allocation increase can be absorbed in the current 2016/17 fiscal year by salary savings. An increase would be effective beginning on March 26, 2017 (the beginning of the next pay period) or a date selected by the Board of Supervisors. Additionally, pursuant to Lassen County Personnel Rules & Regulations Section 511. Change in Range Allocation, the allocation to the new salary range will be adjusted to the corresponding step of the new range.

ACTION REQUESTED: Approve Reclassification from Salary Range M30 to Range M32 for the Director of Child Support Services.

**Attachments:** 170321 H4 001

CAO Egan explained Child Support Services Director Kelley Cote was requesting a salary adjustment increase. CAO Egan gave detail of the current salary and class ranges. Extensive discussion was held. No action taken.

Direction provided to staff.

SPEAKERS: Child Support Services Director KelleyCote, Sheriff Dean Growdon.

**AGRICULTURAL COMMISSIONER**

PREDATORY ANIMAL

SUBJECT: Work and Financial Plan between Lassen County and APHIS-WS (Animal & Plant Health Inspection Service-Wildlife Services).

FISCAL IMPACT: 2017/2018 FY Budget as appropriation. (Fund 100-0602)

ACTION REQUESTED: 1). Approve work and financial plan for Wildlife Damage Management Services for fiscal year 2017-2018. 2). Authorize CAO to sign the agreement for services, not to exceed \$81,505.00.

Attachments: Predatory Animal

Agricultural Commissioner Craig Hemphill presented a work and financial plan. Discussion held.

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

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

## HEALTH &amp; SOCIAL SERVICES

## PUBLIC HEALTH

SUBJECT: Proclamation: Child Abuse Prevention Month April 2017.

FISCAL IMPACT: There is no impact to County General Fund. The CAPC is funded with a combination of County Children's Fund #531-5310 reserves and revenues from the state Kids' Plate program and birth registration fees.

ACTION REQUESTED: 1) Receive report; 2) Adopt the Proclamation declaring April 2017 National Child Abuse Prevention Month in Lassen County.

Attachments: BOS PH Child Abuse Prevention Proclamation 2017 - 03.10.17

Public Health Chairperson of Child Abuse Michelle Godman gave a presentation on Child Abuse Prevention Month, April 2017. Director of Health and Social Services Melody Brawley explained how fees fund the program. Discussion was held.

**A motion was made by Supervisor Teeter, seconded by Supervisor Gallagher, that this Proclamation be adopted. The motion carried by the following vote:**

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

## PUBLIC WORKS DEPARTMENT

## ROAD DEPARTMENT

SUBJECT: July 1, 2007 - June 30, 2015 Road Fund Audit Report.

FISCAL IMPACT: Reimbursement to Road Fund 122-1221 in the amount of \$124,699. Decrease in respective budget units in the amount of \$124,699. ACTION REQUESTED: 1) Receive July 1, 2007 - June 30, 2015 Road Fund Audit Report 2) Approve repayment plan to transfer \$124,699 from respective budget units to Road Fund 122-1221 over the next four years.

Attachments: Road Fund Audit

Public Works Director Larry Millar gave a brief summary of the State Road final audit report received. Extensive discussion was held.  
SPEAKERS: Sheriff Dean Growdon. Auditor Diana Wemple.

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

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

#### SHERIFF'S DEPARTMENT

##### OPERATIONS

SUBJECT: Transfer of funds and Radio Controller purchase.

FISCAL IMPACT: \$129,133.08 to Fund# 130-0523.

ACTION REQUESTED: 1) Authorize the transfer of funds from Patrol Fund# 130-0522 to Dispatch Fund# 130-0523. 2) Authorize CAO to sign contract for purchase of Radio Controller.

Attachments: [Avtec PDF](#)

Captain Matt McFarland and Sheriff Dean Growdon provided detailed information pertaining to the radio controller purchase. Extensive discussion was held.

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

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

#### COUNTY ADMINISTRATIVE OFFICE

##### SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) The Skyline extension production will be delayed for one year. Extensive discussion was held; 2) Suggested to discuss the economic development plan at a future meeting in April.

#### CORRESPONDENCE

##### ESTIL RANCHES LLC GROUNDWATER EXPORTATION UPDATE

SUBJECT: Update the Board of Supervisors on the 2016 Estill Ranches LLC groundwater exportation activity (File GE 2014-043).

FISCAL IMPACT: None

ACTION REQUESTED: Receive report.

Attachments: [PB EstilRanchesGE2014-043pckt](#)

Discussion was held.

**This Report was received and filed.**

#### ADJOURNMENT

There being no further business, the meeting is adjourned at 12:34.



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

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

ATTEST:

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