



## 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, June 20, 2017

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

#### 9:00 A.M. CALL TO ORDER

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

**Present:** 4 - Chris Gallagher, David Teeter, Jeff Hemphill and Aaron Albaugh

**Absent:** 1 - Tom Hammond

**Excuse:** 0

#### PUBLIC COMMENT

#### SPEAKERS:

Cindy Fonsaka: Service Employees International Union (SEIU) Northern California representative discussed In-Home Supportive Services (IHSS) in Lassen County.

Ashley Hoffman: SEIU representative discussed IHSS in Lassen County.

Misty Wolchen: discussed IHSS in Lassen County.

Cory Cutler: discussed IHSS in Lassen County.

#### CLOSED SESSION

Closed session was held from 9:10 a.m. - 9:40 a.m.

Present: Supervisors Gallagher, Teeter, Hemphill and Albaugh. Absent: Supervisor Hammond. Also Present: CAO Richard Egan.

#### 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.
- 2) Employee performance evaluation: County Administration Officer (CAO) Richard Egan.

RECESS: 9:40 a.m. - 9:43 a.m.

**9:30 A.M. OPENING CEREMONIES****Pledge of Allegiance and Invocation**

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

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

- 1) Employee performance evaluation: County Administration Officer (CAO) Richard Egan. No reportable action.

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

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

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

**PUBLIC COMMENTS**

None.

**UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)**

Supervisor Gallagher: 1) Attended a Fair Board meeting; 2) had a productive townhall meeting in Westwood with CAO Egan; 3) attended the Westwood Farmers Market; 4) there will be a barbeque at the fairgrounds and the Blue Grass Festival is this weekend.

Supervisor Teeter: 1) Attended the Westwood Farmers Market; 2) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting.

Supervisor Hemphill: 1) Attended a Lassen County Transportation Commission (LCTC) meeting; 2) Blue Grass Festival will be held at the fairgrounds this weekend.

Supervisor Albaugh: 1) The Blue Grass Festival will be held at the fairgrounds this weekend; 2) Golden State Star Party will be this weekend in Adin; 3) Deputy CAO Tony Shaw gave an update on the Susanville Little League All Stars; 4) attended a Lassen County Transportation Commission (LCTC) meeting; 5) requested CAO Egan to speak with the Director of Public Works Larry Millar to prepare a presentation for an update on road projects.

**INFORMATION/CONSENT CALENDAR****BOARD OF SUPERVISORS****Approval of the Consent Agenda**

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

**Teeter, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

SUPERVISOR GALLAGHER

SUBJECT: Request to designate: \$1000 to Shasta Cascade Wonderland; \$500 to Westwood Chamber of Commerce; \$500 to Westwood Library; \$300 to Lake Forest Fire Department (June 13, 2017).

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 TEETER

SUBJECT: Request to designate: \$1000 to Shasta Cascade Wonderland; \$550 to Westwood Chamber of Commerce for Farmers Market; \$250 to the American Legion for Patriot Riders (June 13, 2017).

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 HEMPHILL

SUBJECT: Request to designate: \$250 to Milford Community Association; \$250 to Johnstonville Grange; \$250 to Johnstonville 4-H; \$250 to Milford 4-H; \$250 to Lake 4-H; \$250 to Thompson Peak 4-H (June 13, 2017).

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 ALBAUGH

SUBJECT: Request to designate: \$550 to Lassen County Library District (June 13, 2017).

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.**

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

SUBJECT: Letter from the Board of Supervisors to accept the Honey Lake Valley Resource Conservation District's invitation requesting County staff participation in the District's storm water resources planning effort.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: Authorize Chairman to sign.

**Attachments:** 170620 Honey Lake Valley Resource Conservation District Letter

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

COUNTY ADMINISTRATIVE OFFICE

NORCAL EMS

SUBJECT: Modification of Agreement for EMS Services between Northern California EMS, Inc. (NorCal EMS), and Lassen County establishing terms and conditions for NorCal EMS to act as the Local EMS Agency for Lassen County for the term of July 1, 2017 through June 30, 2018 in the amount of \$29,371.58.

FISCAL IMPACT: One annual payment of \$29,371.58 to be paid from Fund/Budget Unit No.100-0101.

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

**Attachments:** 170613 AG PKT-NORCALEMS

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

AUDITOR'S OFFICE

REPORT

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

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** Fund Balances

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

OFFICE OF EMERGENCY SERVICES

EMERGENCY SERVICES

SUBJECT: Renewal of Letter of Understanding (LOU) for the Shasta Cascade Hazardous Material Response Team (SCHMRT) for the period July 1, 2017 through June 30, 2022.

ACTION REQUESTED: Approve and authorize Chairman to sign.

FISCAL IMPACT: Membership expenses of \$3,490 to be paid from Fund/Budget Unit No. 100-0101.

**Attachments:** 170620 Ag Pkt-SCHMRT LOU-Final

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

TREASURER/TAX COLLECTOR

REPORT

SUBJECT: Treasurer's Investment Report for May, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: Portfolio

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

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen-Plumas-Sierra Community Action Agency meeting for June 15, 2017.
- b) Lassen County Behavioral Health Advisory Board meeting agenda for June 12, 2017.

Attachments: Misc Corr

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

#### DEPARTMENT REPORTS

##### POET LAUREATE

Supervisor Albaugh read a poem titled "Father's Day" by Poet Laureate Violet Stout.

##### COUNTY ADMINISTRATIVE OFFICE

RECOMMENDED BUDGET FISCAL YEAR 2017/2018

SUBJECT: Resolution adopting the Recommended Budget for the fiscal year July 1, 2017 - June 30, 2018.

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

ACTION REQUESTED: Adopt Resolution.

Attachments: H1\_001

CAO Egan gave a detailed report of the budget and budget requirements for fiscal year 2017/18. Brief discussion was held.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 17-041 be adopted. The motion carried by the following vote:**

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

##### COUNTY COUNSEL

COUNTY CODE SUBSECTIONS REPEAL

SUBJECT: Subject: Repeal of Subsections 10.12.050, 10.12.060, 10.12.070 (establishing vehicular weight limitations on certain identified County roads), Chapter 10.24 (Chapter creating position of traffic officer, designating duties and powers of arrest), and Chapter 10.36 (establishing stop and look requirements for school buses and other conveyances at railroad crossings)

of the Lassen County Code.

FISCAL IMPACT: None.

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

**Attachments:** 0598 001

Deputy County Counsel Rios gave a brief description of the requested ordinance and reiterated that it was introduced at the Board of Supervisors meeting held on June 13, 2017.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Teeter, that this Ordinance No. 2017-003 be adopted. The motion carried by the following vote:**

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

#### **MATTERS SET FOR TIME CERTAIN**

##### **PROCLAMATION**

SUBJECT: Proclamation recognizing Judy Davis (Auditor's Office) and Kimberly Perkins (Health and Social Services) on their retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

**Attachments:** Proclamation 2017 -- Judith Davis  
Proclamation 2017 -- Kimberly Perkins

Supervisor Albaugh presented a proclamation to Judy Davis (Auditor's Office) and Kimberly Perkins (Health and Human Services) - not present.

SPEAKERS: Auditor Diana Wemple, Supervisor Gallagher and Captain Kevin Jones.

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

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

##### **RECOGNITION COMMITTEE PRESENTATION**

SUBJECT: 15 Year Awards: Laura Padelford (Tax Collector), Christopher Wattenburg (Road Department).

RETIREMENT: Judy Davis (Auditor) and Kimberly Perkins (Health and Social Services).

FISCAL IMPACT: None.

ACTION: Present awards.

Chairman Albaugh made presentations to Laura Padelford (15 years - Treasurer/Tax Collector's Office) and Christopher Wattenburg (5 years - Road Department) - not present.

SPEAKERS: Supervisor Gallagher, Treasurer/Tax Collector Nancy Cardenas.

## DEPARTMENT REPORTS - Continued

### PUBLIC WORKS DEPARTMENT

#### ROAD DEPARTMENT

SUBJECT: Resolution of Intention to vacate a portion of Buffum Lane, County Road 212.

FISCAL IMPACT: Potential insignificant reduction in Highway Users Gas Tax Fund/Budget Unit No. 122-1221 which is more than recovered with the removal of this section from the County's liability and maintenance responsibilities.

ACTION REQUESTED: 1) Consider abandoning/vacating a portion of Buffum Lane, County Road 212; and 2) adopt resolution.

**Attachments:** PW - Buffum Ln Attachment

Director of Public Works Larry Millar gave a detailed report on the intention of vacating a portion of Buffum Lane. Extensive discussion was held.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Gallagher, that this Resolution No. 17-042 be adopted. The motion carried by the following vote:**

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

#### ROAD DEPARTMENT

SUBJECT: Resolution of Intention to vacate Olson Road, County Road 532.

FISCAL IMPACT: Potential insignificant reduction in Highway Users Gas Tax Fund/Budget Unit No. 122-1221 which is more than recovered with the removal of this section from the County's liability and maintenance responsibilities.

ACTION REQUESTED: 1) Consider abandoning/vacating Olson Road, County Road 532; and 2) adopt resolution.

**Attachments:** PW - Olson Rd Attach

Director of Public Works Larry Millar gave detailed report on the intention of vacating Olson Road, County Road 532. Extensive discussion was held.

SPEAKER: Member of the public (no name given).

**A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 17-043 be adopted. The motion carried by the following vote:**

**Aye:** 4 - Gallagher, Teeter, Hemphill and Albaugh

**Absent:** 1 - Hammond

RECESS: 10:23 a.m. - 10:31 a.m.

### **MATTERS SET FOR TIME CERTAIN - Continued**

#### **AGRICULTURE DEPARTMENT**

**SUBJECT:** 2015 Lassen County Crop Report.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Receive report.

Agriculture Commissioner Craig Hemphill and Supervisor Agricultural Biologist Cheryl Lordson gave a detailed presentation on Lassen County's 2015 Crop Report. Discussion was held.

### **DEPARTMENT REPORTS - Continued**

#### **COUNTY COUNSEL**

##### **PROPOSED AMENDMENT TO TITLE 19 OF LASSEN COUNTY CODE**

**SUBJECT:** Proposed amendment to Title 19 of Lassen County Code defining allowable cannabis activities in Lassen County (banning all commercial cannabis activities and allowing certain non-commercial cultivation activities).

**FISCAL IMPACT:** Unknown.

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

**Attachments:** H3

Deputy County Counsel Rios gave a brief description of the requested ordinance and reiterated that it was introduced at the Board of Supervisors meeting held on June 13, 2017. Discussion was held.

**SPEAKERS:** Jeff Sheetz, Norma Sheetz.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Teeter, that this Ordinance No. 2017-004 be adopted. The motion carried by the following vote:**

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

**Nay:** 1 - Hemphill

**Absent:** 1 - Hammond

#### **HEALTH & SOCIAL SERVICES**

##### **PUBLIC HEALTH**

**SUBJECT:** Update from Public Health Department Tobacco Use Reduction



Program on Lee Law.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Attachments: BOS PH Tobacco Lee's Law Update

Director of Health and Social Services Melody Brawley introduced the Public Health Program Coordinator Michael Peery who gave a presentation on the Tobacco Use Reduction Program on Lee Law. Discussion was held.

#### COUNTY ADMINISTRATIVE OFFICE

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

CAO Egan reported: 1) Lassen County Transportation Commission (LCTC) adopted their spending plan; 2) Honey Lake Valley Recreation Authority (HLVRA) invited the Board to the grand opening of the pool at 1:00 p.m. on Tuesday, June 27, 2017; 3) HLVRA agenda showed a closed session item to discuss an employment of an auditor/controller and recommended to the board members sitting on this authority to consult with their counsel before participating; 4) The Lassen-Modoc County Flood Control and Water Conservation District meeting was cancelled.

#### ADJOURNMENT

There being no further business, the meeting is adjourned at 11:11 a.m. in memory of Darlene Kresge and George West.

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

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

ATTEST:

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