



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, July 25, 2017

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

A. 9:00 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 - Chris Gallagher, David Teeter, Jeff Hemphill, Aaron Albaugh and
Tom Hammond

Excuse: 0

PUBLIC COMMENT

Larry Johnson: Recommended increases to Lassen County sales tax to help
fund the Sheriff's Office.

AJ Yderraga, Jr.: Discussed the Diabetes One Walk event scheduled
September 24, 2017 in Reno, Nv. Supervisor Albaugh donated \$100 and
Veteran's Services Officer Chris Mancebo donated \$200 for "Team Yderraga".

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) Conference with Labor Negotiator Richard Egan: c) Lassen County Road Workers Assn. (LCRWA).

CLOSED SESSION

Closed session was held from 9:12 a.m. - 9:18 a.m.

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond.
Also Present: CAO Egan, County Counsel Burns, Deputy Clerk of the Board
Yderraga and Deputy CAO Tony Shaw.

RECESS: 9:18 a.m. - 9:31 a.m.

9:31 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

CAO Egan reported: 1) Conference with Labor Negotiator Richard Egan: c) Lassen County Road Workers Assn. (LCRWA). No reportable action

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

CAO Egan announced there will be an emergency item added to Department Reports as Item# H9. County Counsel Burns stated the addition of the agenda item required a 4/5 vote.

SPEAKER: Sheriff Dean Growdon.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, to add an emergency item to Department Reports as Item# H9. The motion carried by the following vote:

Aye: 5 - Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond.

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

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

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended a California Special Districts Association (CSDA) Leadership conference; 2) attended a Cannabis Summit meeting in Sacramento; 3) attended the Lassen County fair. Congratulated Fair Manager Jim Wolcott on an excellent and successful fair.

Supervisor Teeter: 1) Visited the state of Montana; 2) attended the Change of Command at the Sierra Army Depot; 3) attended the Lassen County Fair; 4) congratulated Patty Hagata for doing a good job for the Chamber of Commerce.

Supervisor Hammond: 1) Attended the Change of Command at the Sierra Army Depot; 2) conducted a town hall meeting in Doyle with Sheriff Dean Growdon; 3) requested a presentation from Office of Emergency Services (OES) Chief Eric Ewing.

Supervisor Hemphill: 1) Attended the Lassen County fair; 2) thanked Supervisor Albaugh for his support in the Junior Sale; 3) attended the Change of Command at the Sierra Army Depot.

Supervisor Albaugh: 1) Attended the Lassen County fair; 2) thanked all volunteers and staff that participated in the Lassen County fair; 3) Congratulated Jim and Sue Chapman for being the Grand Marshall in the

Lassen County fair parade; 4) stated that there will be a law enforcement appreciation dinner being held in Adin; 5) received several complaints regarding the management at the Honey Lake Valley Community Pool; 6) requested a presentation for a future board meeting pertaining to sales tax in Lassen County.

Supervisor Albaugh read a poem titled "America" by Poet Laureate Violet Stout.

Supervisor Teeter read a second poem titled "America" by Poet Laureate Violet Stout.

INFORMATION/CONSENT CALENDAR

Supervisor Teeter pulled Item# G6 Public Health, Supervisor Gallagher pulled Item# G8 Agreement and Supervisor Albaugh pulled Item# G9 Road Department for further discussion.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, that this Consent Agenda be approved as amended. The motion carried by the following vote:

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

Approval of the Consent Agenda

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

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

BOARD OF SUPERVISORS

SUPERVISORS TEETER/ALBAUGH

SUBJECT: Request to designate: \$800 to Sage Brush Ranch Horse Association (July 11, 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.

AUDITOR'S OFFICE

REPORT

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

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: LASSEN COUNTY FUND BALANCES 06-30-2017

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting minutes of July 11, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: Draft Minutes 2017-07-11**These Minutes were approved on the Consent Agenda.**

COUNTY COUNSEL

HONEY LAKE VALLEY RECREATION AUTHORITY

SUBJECT: Conflict of Interest Code.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve Conflict of interest code; and 2) adopt resolution; or 3) provide direction to staff.

Attachments: 0779 001**This Resolution No. 17-045 was adopted on the Consent Agenda.**

HEALTH AND SOCIAL SERVICES

HEALTH AND SOCIAL SERVICES ADMINISTRATION

SUBJECT: Health & Social Services (HSS) Contracts for Fiscal Year 2017/18.

FISCAL IMPACT: There is no impact to County General Fund beyond the required maintenance of effort currently identified within the HSS 2017/18 annual budgets pending approval.

ACTION REQUESTED: 1) Approve the contracts for Fiscal Year 2017/18; and 2) authorize the County Administrative Officer to execute the Agreements.

Attachments: BOS HSS Contracts for FY 17.18**This Action Item was approved on the Consent Agenda.**

PROBATION DEPARTMENT

TRAINING

SUBJECT: Travel authorization for Kelly Riley to attend the mandatory Juvenile Corrections Officer Core Course training, August 6, 2017 through September 1, 2017 in Sacramento. The total estimated cost of the training is approximately \$4,094.60.

FISCAL IMPACT: From Fund/Budget Unit No. 145-0562 with partial reimbursement from the Standards & Training for Corrections (STC) program.

ACTION REQUESTED: Approve.

Attachments: Prob - JCO Core K.Riley doc

This Action Item was approved on the Consent Agenda.

SHERIFF'S DEPARTMENT

TRAINING

SUBJECT: Travel authorization for Executive Development Training.

FISCAL IMPACT: \$3418 from Sheriff Fund/Budget Unit No. 130-0525.

ACTION REQUESTED: Approve.

Attachments: SO Attachment

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

TAX DEFAULTED PROPERTY

SUBJECT: Resolution approving the sale of a Tax Defaulted property at public auction October 13, 2017 - October 16, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

Attachments: doc03702620170718130810

This Resolution No. 17-046 was adopted on the Consent Agenda.

REPORT

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

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: LASSEN COUNTY PORTFOLIO 06-30-2017

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Transportation Commission Meeting for Monday, July 10, 2017.
- b) Lassen County Public Improvement Corporation Annual Meeting Agenda for July 11, 2017 at 1:30 p.m.
- c) Lassen Transit Service Agency Meeting Agenda for Monday, July 10, 2017.
- d) Central Valley Regional Water Quality Control Board Notice of Public Workshop for the 2018 Triennial Review of the Water Quality Control Plans for the Sacramento River and San Joaquin River Basins and the Tulare Lake Basin.
- e) Central Valley Regional Water Quality Control Board Notice of Public Hearing scheduled for August 10-11, 2017.
- f) Susanville City Council meeting agenda for July 19, 2017.

Attachments: Misc Corr

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

HEALTH AND SOCIAL SERVICES

PUBLIC HEALTH

SUBJECT: Naloxone Distribution Grant Agreement No. 16-11036.

FISCAL IMPACT: None. This is a revenue agreement.

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

Attachments: BOS PH Naloxone Grant Agreement #16-11036

Director of Health and Social Services Melody Brawley discussed the Naloxone distribution in Lassen County. Discussion was held.

A motion was made by Supervisor Teeter, 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

PROBATION DEPARTMENT

AGREEMENT

SUBJECT: Agreements between Lassen County with Plumas and Modoc Counties for placements in Juvenile Hall. The agreements with each county have a daily rate of \$110 for detained minors and a daily rate of \$85 for court ordered commitments with reimbursements for medical, psychological, and educational services.

FISCAL IMPACT: Revenue Agreements for Probation Fund/Budget Unit No. 145-0562.

ACTION REQUESTED: Approve.

Attachments: Prob - Plumas Modoc agree

Chief Probation Officer Jennifer Branning gave a report on the agreements between Lassen, Plumas and Modoc counties for placements in Juvenile Hall. Discussion was held.

SPEAKERS: Sheriff Dean Growdon.

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

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

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Award Asphalt Concrete (1/2" max. med. PG Grade 64-28) to Hat Creek Construction and Materials, Inc. in the amount of \$68 per ton (not to exceed 2,000 tons or \$145,860 with tax) for Susanville, Standish, Bieber, Ravendale, Herlong and Doyle areas and to Sierra Cascade. Aggregate in the amount of \$68 per ton (not to exceed 1,000 tons or \$72,930 with tax) for the Susanville and Westwood areas. The lowest bidders meeting the requirements considering transportation costs to haul the material from the respective plants to the individual job sites.

FISCAL IMPACT: Funding will be from the Services and Supplies section of the current Fiscal Year (FY) 2017/18 Road Operating Fund/Budget Unit No. 122-1221. Maximum cost would be an amount equal to \$218,790 if all material was utilized.

ACTION REQUESTED: Award bid to Hat Creek Construction and Sierra Cascade Aggregate.

Attachments: PW Asphalt Bid Award doc

Public Works Director Larry Millar gave information to the board regarding the bids to Hat Creek Construction and Sierra Cascade. Discussion was held.

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

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

MATTERS SET FOR TIME CERTAIN

PROCLAMATION

SUBJECT: Proclamation recognizing Kimberly Perkins on her retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

Attachments: Proclamation 2017 -- Kimberly Perkins

Chairman Albaugh made presentations to Rhea Giannotti (15 years - Public Defender), Tamara Chandler (20 years - Adult Services) and Nanette Henderson (30 years - Road Department) - not present.

DEPARTMENT REPORTS - Continued

PLANNING AND BUILDING SERVICES

PLANNING AND BUILDING SERVICES

SUBJECT: Proposed Ordinance to revise Chapter 12.25 (Uniform Code for the Abatement of Dangerous Buildings) of the Lassen County Code to adopt the most current version of the Uniform Code for the Abatement of Dangerous Buildings, to empower the Building Official to "abate any public nuisance summarily without notice in an emergency where life or safety of the public is endangered," and to complete any abatement work himself or

herself or to contract with a private party in order to accomplish said work. The proposed ordinance also amends the above chapter of the Lassen County Code and Chapter 12.15 (Uniform Housing Code) to empower a hearing officer to function as the board of appeals for appeals under both the Uniform Code for the Abatement of Dangerous Buildings and the Uniform Housing Code. The Planning Commission currently serves those functions.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Receive report; and 2) introduce the ordinance and read (or waive).

Attachments: PB IntroOrdDangBldgs7-25-17pckt

Planning and Building Services Director Maurice Anderson gave a detailed report of the proposed ordinance. Discussion was held.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, that this Ordinance be introduced and waive the reading.

The motion carried by the following vote:

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

RECESS: 10:34 a.m. - 10:39 a.m.

PLANNING AND BUILDING SERVICES

BUILDING DIVISION

SUBJECT:

The proposed ordinance repeals and replaces Chapter 12.22 (Board of Appeals) of the Lassen County Code in its entirety. The duties of the board of appeals shall be to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of the uniform codes. The proposed ordinance amends Section 12.22.010, citing the current sections of the California Building Code under which the Appeals Board is established; Section 12.22.020, amending the Board composition from up to six members to three members; and eliminates Section 12.22.050 allowing for an appeal of the Board of Appeals' decision to the Board of Supervisors, rendering the decision of the Board of Appeals final.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Receive report; and 2) introduce the ordinance and read (or waive).

Attachments: PB IntroOrdBoardofAppeals7-25-17pckt

Planning and Building Services Director Maurice Anderson gave a detailed report of the ordinance being introduced. Discussion was held. Supervisor Gallagher requested wording change to the proposed ordinance.

SPEAKERS:

Assistant Planning and Building Services Director Gaylon Norwood

A motion was made by Supervisor Gallagher, seconded by Supervisor Teeter that this Ordinance be introduced as amended and waive the reading. The motion carried by the following vote:

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

PUBLIC WORKS DEPARTMENT

PARTIAL AVIATION BUDGET

SUBJECT: Fiscal Year (FY) 2017/18 Partial Aviation Budget Adoption (Capital Outlay) in the amount of \$421,230.

FISCAL IMPACT: Expenditures from Aviation Fund/Budget Unit No.124-1241 in the amount of \$421,230. Revenues in the amount of \$379,107 is available for this project through the California Aide to Airports Program (CAAP) where funding is available on a 90% reimbursable basis. Other required funding in the amount \$42,123 will be from the Aviation Fund/Budget Unit No.124-1241 carryover balance.

ACTION REQUESTED: Adopt Capital Outlay portion of the 2017-2018 Fiscal Year Aviation Budget in the amount of \$421,230.

Attachments: [PW -doc04141920170706101957](#)

Public Works Director Larry Millar gave a detailed report of the partial Aviation Budget. Discussion was held.

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

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

PARTIAL ROAD BUDGET

SUBJECT: Fiscal Year 2017-2018 Partial Road Budget Adoption in the amount of \$6,886,000 (\$150,000 Road Operating and \$6,736,000 Road Construction) for Capital Outlay.

FISCAL IMPACT: Road Operating Fund/Budget Unit No.122-1221 (expenditures and revenues in the amount of \$150,000. Road Construction Fund/Budget Unit No.122-1222 (expenditures in the amount of \$6,736,000 and revenues in the amount of \$6,638,500 with balance of \$97,500 from Fund Balance). See attached budget details.

ACTION REQUESTED: Adopt Fiscal Year 2017/18 Partial Road Budget.

Attachments: [PW Partial Road Budget doc](#)

Public Works Director Larry Millar gave a detailed report of the partial Road Budget. Discussion was held.

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

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

PARTIAL CEMETERY BUDGET

SUBJECT: Fiscal Year 2017/18 Partial Cemetery Budget Adoption (Capital Outlay) in the amount of \$25,000.

FISCAL IMPACT: Expenditures from Cemetery Fund/Budget Unit No.123-1231-3006100 in the amount of \$25,000. Funding for this budget unit consist of revenues from property taxes and the sale of grave plots and from the Cemetery Budget Fund/carryover balance.

ACTION REQUESTED: Approve Capital Outlay portion of the 2017/18 Fiscal Year Cemetery Budget in the amount of \$25,000.

Attachments: doc04180820170714051542

Public Works Director Larry Millar gave a detailed report of the partial Cemetery Budget. Discussion was held.

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

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

PUBLIC WORKS

SUBJECT: Fiscal Year 2017/18 Building & Grounds Budget-Partial Capital Outlay Adoption in the amount of \$22,600.

FISCAL IMPACT: Expenditures from Building and Grounds Fund/Budget Unit No.100-0221-3006100 in the amount of \$22,600.

ACTION REQUESTED: Approve a portion of Fiscal Year 2017/18 Building and Grounds Budget-Capital Outlay in the amount of \$22,600.

Attachments: doc04181920170714060918

Public Works Director Larry Millar gave a brief report of the Building and Grounds Budget - Partial Capital Outlay. 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

VETERANS SERVICES**SEMI-ANNUAL REPORT**

SUBJECT: County Veteran Service Officer's Semi-Annual Report to the State of California Department of Veterans Affairs for the period January 1, 2017 through June 30, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive presentation and authorize Chairman to sign the report.

Attachments: VSO Semi-Annual Report_001

Veteran Services Officer Chris Mancebo gave a brief description of the semi-annual report. Discussion was held.

A motion was made by Supervisor Teeter, 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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

1) CAO Egan reported on the Long Valley Fire; 2) CAO Egan received a number of calls from concerned constituents.

SHERIFF'S DEPARTMENT

SHERIFF'S OFFICE

SUBJECT: Repair or possible purchase of a Repeater and Bay Station.

FISCAL IMPACT: Purchase from Capital Outlay Fund/Budget Unit No.132-0534 up to the amount of \$20,000.

ACTION REQUESTED: 1) Adopt partial budget appropriation of capital expenditure for Fiscal Year 2017/18 to be used for repairs or replacement of a Repeater and Bay Station up to \$20,000. (4/5 vote required).

Sheriff Dean Growdon gave a detailed report of the emergency item. Discussion was held.

SPEAKERS:

Veterans Services Officer Chris Mancebo.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, that the appropriation for Fund/Budget Unit No. 132-0534 be approved up to \$20,000 for improvements or repair of the Repeater and Bay Station. The motion carried by the following vote:

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

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:24 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board