



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, September 12, 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 - Chris Gallagher, David Teeter, Jeff Hemphill, Aaron Albaugh and Tom
Hammond

Excuse: 0

PUBLIC COMMENT

None.

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 (if needed).
- 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Existing litigation; County of Lassen vs. Valenta, Cooper, et al, Lassen County Court Case No. 60593.
- 3) Conference with Labor Negotiator Richard Egan: The Board convenes as Lassen County In-Home Supportive Services Public Authority for discussion with Richard Egan regarding Service Employees International Union (SEIU) Local 2015, on labor negotiations. The Board reconvenes as the Board of Supervisors.

CLOSED SESSION

Closed session was held from 9:02 a.m. - 9:26 a.m.

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

RECESS: 9:26 a.m. - 9:30 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

CAO Egan announced: Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: Existing litigation; County of Lassen vs. Valenta, Cooper, et al, Lassen County Court Case No. 60593. No reportable action.

CAO Egan also announced closed session would be continued to later in the meeting.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Hemphill requested the meeting be adjourned in memory of Wayne Snider.

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

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

PUBLIC COMMENTS

Chris Cole: Discussed marijuana in Lassen County.

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

Supervisor Gallagher: 1) Attended Health and Social Services Director Melody Brawley's retirement party; 2) reminded everyone of the upcoming Lassen Couthouse Celebration and Symphony performance this Saturday, September 16, 2017; 3) scheduled a follow-up town hall meeting in Westwood on September 26, 2017 at 6:00 p.m.; 4) will be having a free dump day in Westwood on September 30, 2017. Only one dumpster will be provided; 5) attended a hunt and hike in Utah; 6) reminded everyone to reflect on the events of September 11, 2001.

Supervisor Teeter: 1) Attended a Depot 6/Neighborhood Watch meeting; 2) attended a City of Susanville Council meeting.

Supervisor Hemphill: 1) Attended a Lassen County Transportation Commission meeting; 2) attended the Tule Lake fair; 3) thanked Sheriff Growdon for assisting with issues within District 3; 4) reminded everyone that the Janesville Mixer will be held at Artisan Coffee on Thursday, September 14, 2017.

Supervisor Hammond: 1) Attended the California Governor's Military Council

meeting; 2) there will be a town hall meeting in Herlong the end of September; 3) planning a town clean up and anticipates a neighborhood watch group to begin in Herlong; 4) discussed the A26 bridge in Herlong.

Supervisor Albaugh: 1) Reminded everyone of the 100th anniversary of the Courthouse and Symphony performance on September 16, 2017; 2) there will be a town hall meeting in Little Valley on September 14th, 2017; 3) congratulated Assemblyman Brian Dahle on being elected as the Minority Leader for the Republicans in Sacramento.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G6 Planning for further discussion.

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

Excuse: 0

Approval of the Consent Agenda

A motion was made by Supervisor Gallagher, 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

CHILD SUPPORT SERVICES

TRAVEL AUTHORIZATION

SUBJECT: Travel authorization for Chris Sullivan, Office Manager to attend the Western Interstate Child Support Enforcement Council, September 23, 2017 - September 29, 2017 in Anchorage, AK. The total estimated cost of attending the forum is \$2,492.

FISCAL IMPACT: There is no fiscal impact to the General Fund; there is no net increase to appropriations. Costs will be covered with federal and state child support funds Fund/Budget Unit No. 528-0432.

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

Attachments: Child Support BOS 9.12.17 Packet

This Action Item was approved on the Consent Agenda.

COUNTY ADMINISTRATIVE OFFICE

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for July, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: July Personnel Report

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of August 22, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: Draft Minutes**This Action Item was approved on the Consent Agenda.**

OFFICE OF EMERGENCY SERVICES

EMERGENCY SERVICES RESOLUTION

SUBJECT: Resolutions authorizing positions to administer financial assistance provided by the Federal Emergency Management Agency (FEMA), the Federal Department of Homeland Security, the California Office of Emergency Services (Cal-OES) or any funds sub-granted through the State of California.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Resolution.

Attachments: OES Resol**This Resolution No. 17-051 was adopted on the Consent Agenda.**

PLANNING AND BUILDING SERVICES

COUNTY SURVEYOR

SUBJECT: Resolution to approve Subdivision Map No. 2017-001, a Final Map of the Peterson Hill Phase 2 Subdivision, located in portions of Sections 4 and 5, Township 28 North, Range 13 East, Mount Diablo Base and Meridian.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Resolution.

Attachments: PB PetersonHillMap9-12-17pckt**This Resolution No. 17-052 was adopted on the Consent Agenda.**

PRISON TRIAL COSTS

PRISON TRIAL COSTS

PRISON TRIAL COSTS REIMBURSEMENT PROGRAM ITEMS

SUBJECT: Recap of CCC Prison and High Desert State Prison Trials Cost Reimbursement Billing for the months of July 2016 through June 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: Prison Trial Cost Attachments

This Action Item was approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Planning and Service Area (PSA) 2 Area Agency on Aging Advisory Council Agenda Conference Call for Monday, August 25, 2017.
- b) Lassen Transit Service Agency Special Meeting Agenda for August 21, 2017.
- c) Planning and Service Area (PSA) 2 Area Agency on Aging Advisory Council Agenda Conference Call for Monday, August 21, 2017.
- d) Honey Lake Valley Resource Conservation District Regular Meeting Minutes for August 23, 2017.
- e) Lassen County Behavioral Health Advisory Board meeting agenda for September 11, 2017.
- f) Lassen County Technical Advisory Committee Meeting agenda for September 7, 2017.
- g) Horizon Water and Environment Notice of Intent to Adopt a Proposed Negative Declaration for the Bureau of Cannabis Control's commercial cannabis business licensing program.
- h) Northeastern California plateaus Bioregion Science Synthesis for Lassen and Modoc National Forests - August Progress Update.
- i) Susanville City Council meeting agenda for September 6, 2017.
- j) State Water Resources Control Board Transmittal of a Notice of Public Hearing and Notice of Intent.
- k) State Water Resources Control Board Notice of Opportunity for Public Comment, Public Hearing and Adoption Meeting. Public Hearing will be held on Tuesday: October 3, 2017 and the State Water Board will consider approval of the draft Mitigated Negative Declaration and adoption of the proposed General Order on: Tuesday, December 5, 2017.
- l) Lassen County Planning Commission Board Meeting Agenda for September 6, 2017.

Attachments: Misc Corr

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

PLANNING AND BUILDING SERVICES

PLANNING

SUBJECT: Proposed amendment to Title 18 of the Lassen County Code to add sections 18.14.762 "Medical helipad" and 18.102.030(e) "Selected District Uses." This amendment would allow for the placement of medical helipads, subject to securing a use permit, in all zoning districts except for residential districts as defined in Lassen County Code Section 18.14.995, and medical helipads shall not be permitted in "P-C" Planned Community

Districts, "O-S" Open Space Districts, "O-D" Primitive Area Districts, "O-H" Historical Site Districts, "O-C-B" Public Campground/Boating/Beach Districts, "T-P-Z" Timber Production Zone Districts, or "A-P" Agricultural Preserve Combining Districts. This Ordinance was introduced at the Board of Supervisors meeting on August 22, 2017.

FISCAL IMPACT: Unknown.

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

Attachments: PB Ord Helipads 8-22-17pckt

Planning and Building Services Director Maurice Anderson gave a brief description of the Ordinance.

A motion was made by Supervisor Hammond, seconded by Supervisor Teeter, that this Ordinance No. 2017-008 be adopted. The motion carried by the following vote:

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

COUNTY ADMINISTRATIVE OFFICE

ADMINISTRATION

SUBJECT: Discussion and direction to staff on the subject of a transaction and use (sales) tax revenue measure for county voter approval.

FISCAL IMPACT: County voter approval of any increase in the local transaction and use tax rate, known as sales tax, is expected to have a positive fiscal impact to the county general fund. The local sales tax rate is 1% at the point of sale. For the 2013-2016 calendar years, \$2,863,007 was the average amount of sales tax revenue collected annually at a rate of 1% at the point of sale. A 0.50% sales tax increase would generate about \$1,431,503, annually, in additional revenue to the county's general fund and it could be used for any government purpose.

ACTION REQUESTED: Provide direction to staff.

Attachments: 20170907143054334

CAO Egan introduced the subject of a transaction and use sales tax revenue measure to be placed on the June 2018 Lassen County ballot for voters decision. Discussion was held. Supervisor Albaugh requested to have the item re-agendized to the Board of Supervisors meeting scheduled for Tuesday, September 19, 2017.

PUBLIC HEARINGS

RECESS AS: THE BOARD OF SUPERVISORS AT 10:05 A.M.

CONVENE AS: BIEBER LIGHTING DISTRICT AT 10:06 A.M.

BIEBER LIGHTING DISTRICT BUDGET HEARING

SUBJECT: Public Hearing - Bieber Lighting District - Fiscal Year (FY)

2017/2018 Budget Hearing and Budget Adoption.

(Recess as the Board of Supervisors and convene as the Bieber Lighting District).

FISCAL IMPACT: No significant impact.

ACTION REQUESTED: 1) Open public hearing; and/or 2) continue the public hearing; and/or 3) adopt Resolution establishing appropriations Limit the amount of \$20,530, for FY 2017/2018 Pursuant to California Constitution Article XIII-B and Government Code Sec. 7910; and approving the 2017/2018 Bieber Lighting District Budget in the amount of \$3,450.

Attachments: Bieber Lighting

Brief discussion was held.

Public hearing was opened from: 10:07 a.m. - 10:07 a.m.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hemphill, that this Resolution No. 17-053 be adopted. The motion carried by the following vote:

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

ADJOURN AS: BIEBER LIGHTING DISTRICT AT 10:09 A.M.

RECONVENE AS: THE BOARD OF SUPERVISORS AT 10:09 A.M.

RECESS AS: THE BOARD OF SUPERVISORS AT 10:10 A.M.

CONVENE AS: HONEY LAKE TV AT 10:10 A.M.

HONEY LAKE TV FISCAL YEAR 2017/2018 BUDGET HEARING

SUBJECT: Public hearing - County Service Area #1 Honey Lake TV - FY 2017/2018 Budget Hearing and Budget Adoption.

(Recess as the Board of Supervisors and convene as the County Service Area #1 Budget (Honey Lake TV)).

FISCAL IMPACT: No significant impact.

ACTION REQUESTED: 1) Open public hearing; and/or 2) continue the public hearing; and/or 3) adopt Resolution approving the 2017/2018 County Service Area #1 Budget (Honey Lake TV) in the amount of \$55,710, and adopting the 2017/2018 TV User Fee in the amount of \$25.

(Adjourn as the County Service Area #1 and reconvene as the Board of Supervisors).

Attachments: Honey Lake TV

President of Honey Lake TV Dan Douglas gave a brief description of upcoming events for Honey Lake TV's 2017/2018 Fiscal Year. Brief discussion was held.

The Public Hearing was opened from: 10:28 a.m. - 10:28 a.m.

SPEAKERS: Treasurer/Tax Collector Nancy Cardenas, Assessor Dan Schlueter, Auditor Diana Wemple, Assistant to the CAO Julie Morgan and Jim

Pecore.

A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 17-054 be adopted. The motion carried by the following vote:

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

ADJOURN AS: HONEY LAKE TV AT 10:25 A.M.

RECONVENE AS: THE BOARD OF SUPERVISORS AT 10:25 A.M.

RECESS 10:25 a.m. - 10:38 a.m.

PUBLIC HEARING - BUDGET

SUBJECT: Fiscal Year (FY) 2017/ 2018 Budget Hearing and Budget Adoption.

FISCAL IMPACT: Provide appropriations for FY 2017/2018 .

ACTION REQUESTED: 1) Open public hearing on the 2017/2018 Lassen County Budget; and/or 2) continue the public hearing; and/or 3) adopt Resolution establishing appropriations limit in the amount of \$32,717,745, for FY 2017/ 2018 Pursuant to California Constitution Article XIII-B and Government Code §7910; approving the 2017/ 2018 Lassen County Budget and Setting the 2017/ 2018 Tax Rate.

Attachments: [170907 Fund Summary](#)

[170907 Revenues](#)

[170907 Expenditures](#)

[170907 Allocated Positions](#)

[170912 Agenda Memo-Budge_001](#)

Supervisor Albaugh thanked CAO Egan, Assistant to the CAO Julie Morgan and the County Departments for the thought and effort put into the 2017/2018 Fiscal Year Budget.

CAO Egan thanked Assistant to the CAO Julie Morgan for all of her hard work, and presented the 2017/2018 Lassen County Fiscal Year Budget. Extensive discussion was held.

SPEAKERS: Chief Probation Officer Jennifer Branning, Auditor Diana Wemple, Janice Goetcher, Kristy Ausmussen, Esilio Rodriguez, Jason Ingram, Nicole Young, Sheriff Dean Growdon, Health and Social Services Director Barbara Longo, Health and Social Services Fiscal Director Yvonne Smith, Director of Public Works Larry Millar, Treasurer/Tax Collector Nancy Cardenas, Assessor Dan Schlueter, Planning and Building Services Director Maurice Anderson, Assistant to the CAO Julie Morgan and Child Support Services Director Kelley Cote.

The Public Hearing was opened from: 11:15 a.m. - 11:49 a.m.

Supervisor Teeter was absent from: 12:01 p.m. - 12:03 p.m.

RECESS: 12:05 p.m. - 12:11 p.m.

A motion was made by Supervisor Hammond, seconded by Supervisor Hemphill, that this 2017/2018 Fiscal Year recommended budget be adopted with the addition of \$30,000 from the general reserves for the One Stops and \$2000 from the general reserves to Cooperative Extension for prior Transportation and Travel. The motion carried by the following vote:

Aye: 4 - Gallagher, Teeter, Hemphill and Hammond

Nay: 1 - Albaugh

DEPARTMENT REPORTS - Continued

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Lassen County's State Transportation Improvement Program (STIP) Project List.

FISCAL IMPACT: Potential revenue from the STIP program.

ACTION REQUESTED: 1) Review Lassen County's STIP Project List; and 2) prioritize projects; and 3) authorize Public Works Director to submit STIP project list to the Lassen County Transportation Commission.

Attachments: [PW doc04392520170829093321](#)

This item has been postponed to the Board of Supervisors meeting scheduled for September 19, 2017.

PROBATION DEPARTMENT

JOB DESCRIPTION

SUBJECT: Criminal Justice Analyst - New Job Description.

FISCAL IMPACT: Increase expenditure to Probation Fund/Budget Unit No. 145-0561 and the Local Community Corrections Fund/Budget Unit No. 138-0551 included in the County Administrative Officer Fiscal Year 2017-2018 draft recommended budget.

ACTION REQUESTED: Approve job description for Criminal Justice Analyst.

Attachments: [Prob job Description](#)

Chief Probation Officer Jennifer Branning gave a description of the Criminal Justice Analyst position. Brief discussion was held.

SPEAKERS: Sheriff Dean Growdon.

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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

Nothing to report.

RECESS: 1:43 p.m. - 1:45 p.m.

CLOSED SESSION

Closed session was held from 1:45 p.m. - 2:06 p.m.

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

Supervisor Hammond was absent from 1:48 p.m. - 1:49 p.m.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan reported: Conference with Labor Negotiator Richard Egan: The Board convenes as Lassen County In-Home Supportive Services Public Authority for discussion with Richard Egan regarding Service Employees International Union (SEIU) Local 2015, on labor negotiations. The Board reconvenes as the Board of Supervisors. No reportable action.

ADJOURNMENT

There being no further business, the meeting is adjourned at 2:07 p.m. in memory of Wayne Snider.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board