



# Lassen County

G2

## Meeting Minutes Board of Supervisors

**DRAFT**

### *LASSEN COUNTY SUPERVISORS:*

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

Tuesday, March 27, 2018

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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

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

Absent: Supervisor Hammond.

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

**Absent:** 1 - Tom Hammond

**Excuse:** 0

### Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Gallagher.

### 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

Supervisor Albaugh: 1) Had jury duty and apologized for his absence; 2) attended the corned beef and cabbage feed in the Bieber area; 3) attended "Not my City, Not my State" conference; 4) congratulated the kids in the FFA Program that received their state degrees; 5) attended Regional Council Representatives of California (RCRC) meeting; 6) Discussed Sierra County and reimbursement from Federal funds; 7) attended the Environmental Services Joint Powers Agreement (JPA) meeting.

Supervisor Teeter: Attended a Lassen-Plumas-Sierra Community Action meeting (LIPSCA); 2) attended Roop Town 9 neighborhood watch meeting.

Supervisor Hemphill: Received multiple phone calls regarding sanctuary counties.

Supervisor Gallagher: 1) Will be absent for the Board of Supervisors meetings to be held on Tuesday, April 10, 2018 and Tuesday, April 17, 2018.

## INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G4 One Stop Remodel for further discussion.

### Approval of the Consent Agenda

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

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

**Absent:** 1 - Hammond

#### BOARD OF SUPERVISORS

##### SUPERVISOR TEETER

SUBJECT: Request to designate \$500 to Choral Society.

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.**

#### COUNTY CLERK-RECORDER

##### MINUTES

SUBJECT: Meeting minutes of March 20, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes \(2\)](#)

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

#### PUBLIC WORKS DEPARTMENT

##### ROAD DEPARTMENT

SUBJECT: Award bid for one (1) new Ford F250 4x4 regular cab pickup to Downtown Ford Sales, Sacramento, CA., in the amount of \$34,307.52.

FISCAL IMPACT: Funding is available in the Capital Outlay portion of the current Fiscal Year 2017/2018 Road Operating Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Award bid off State of California Contract 1-16-23-20A to Downtown Ford Sales, Sacramento, California.

**Attachments:** [SO Vehicle Equipment Attach](#)

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

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Susanville City Council Regular Meeting agenda for March 21, 2018 WILL NOT BE HELD.

b) Notice of Call of Special Meeting to the Members of the Susanville City Council for the following dates: March 19, 2018, March 20, 2018 and March 21, 2018.

**Attachments:** [Misc Corr](#)

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

#### DEPARTMENT REPORTS

##### SHERIFF'S DEPARTMENT

###### VEHICLE EQUIPMENT PURCHASE

SUBJECT: Purchase of emergency vehicle equipment and installation for six (6) vehicles from Sierra Electronics or Reno, NV.

FISCAL IMPACT: 1) \$16,895.14 from Fleet Maintenance (Motor Pool) Fund/Budget Unit No. 135-0352; and 2) \$25,000.00 from Capital Outlay Fund/Budget Unit No. 119-1191. \$41,895.14 total.

ACTION REQUESTED: Authorize the purchase and installation of necessary equipment for six (6) emergency vehicles.

**Attachments:** [SO Vehicle Equipment Attach](#)

Supervisor Albaugh questioned if California or Nevada would collect the sales tax from the purchase. Discussion was held.

SPEAKERS: Sheriff/Coroner Dean Growdon.

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

**Absent:** 1 - Hammond

##### HEALTH & SOCIAL SERVICES

###### PUBLIC HEALTH

SUBJECT: Agreement with University of California San Diego for \$28,000 to conduct a County specific California Student Tobacco Survey in Fiscal Year 2017/2018.

FISCAL IMPACT: There is no impact to County General Fund. Funds are budgeted in the Tobacco Control Fund/Budget Unit No. 115-0733.

ACTION REQUESTED: 1) Approve the Agreement, and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [BOS PH Tobacco and UCSD 03.27.18](#)

Director of Public Health Jessica Jones gave a report on the California Student Tobacco Survey. Brief discussion was held.

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

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

**Absent:** 1 - Hammond

#### PLANNING AND BUILDING SERVICES

##### CODE ENFORCEMENT

##### SUBJECT:

The proposed ordinance would amend section 1.19.170 of the Lassen County Code to replace a reference to Government Code Section 38773.5 with the correct reference to Government Code 25845. Said section of County Code governs the assessment of costs to land owners when abandoned vehicles are removed in accordance with Chapter 1.19 (Abandoned Vehicles) of the Lassen County Code.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Adopt Ordinance; or 2) Provide direction to staff.

Attachments: [ORDINANCE](#)

Assistant Planning and Building Services Director Gaylon Norwood gave a brief description of the Ordinance that was introduced at the March 20, 2018 Board of Supervisors meeting.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Ordinance No. 2018-04 be adopted. The motion carried by the following vote:**

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

**Absent:** 1 - Hammond

#### PUBLIC WORKS DEPARTMENT

##### ONE STOP REMODEL

SUBJECT: Bid award for Westwood One Stop remodel project.

FISCAL IMPACT: Funding is available within the current Fiscal Year 2017/2018 Mental health Services Fund/Budget Unit No. 164-0752.

ACTION REQUESTED: 1) Award the contract for the Westwood One Stop

remodel project to RSJ Design and Construction of Susanville, CA, the lowest bidder meeting the specifications, in the amount of \$205,085; and 2) authorize the Director of Public Works to sign the Agreement; and 3) authorize the Director of Public Works to authorize change orders up to a "not-to-exceed" amount of \$5,000 (approximately 2%) or a total contract "not-to-exceed" cost of \$210,085.

Deputy Director of Facilities Maintenance Peter Heimbigner gave an update of the bid for the Westwood One Stop project. Brief discussion was held.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Teeter, that: 1) Award the contract for the Westwood One Stop remodel project to RSJ Design and Construction of Susanville, CA, the lowest bidder meeting the specifications, in the amount of \$205,085; and 2) authorize the Director of Public Works or his Designee to sign the Agreement; and 3) authorize the Director of Public Works to authorize change orders up to a "not-to-exceed" amount of \$5,000 (approximately 2%) or a total contract "not-to-exceed" cost of \$210,085. The motion carried by the following vote:**

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

**Absent:** 1 - Hammond

## **PUBLIC HEARINGS**

### **GROUNDWATER EXPORTATION APPLICATION**

**SUBJECT:** Groundwater Exportation Application 2017-001, Estill Ranches LLC. Proposal to export an annual maximum of 504.4 acre feet of groundwater (at a rate of 3.0 CFS) from the Lassen County portion of the Surprise Valley groundwater basin to the Washoe County Nevada portion of the same basin, for irrigation of 129 acres of land in Nevada.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** 1) Conduct a public hearing in accordance with Lassen County Code Chapter 17.01; and 2) Adopt a resolution to approve the application; or 3) provide direction to staff.

**Attachments:** [PB Estill 3-27-18 pckt](#)

Assistant Planning and Building Services Director Gaylon Norwood gave a detailed report of Groundwater Exportation Application 2017-001. Discussion was held.

**SPEAKERS:** Tammy Castillo.

The public hearing was opened from: 10:11 a.m. - 10:15 a.m.

Speakers in favor: Tammy Castillo.

Speakers in opposition: Ralph Minetti.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Hemphill, that this Resolution No. 18-023 be adopted. The motion carried by the following vote:**

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

**Absent:** 1 - Hammond

RECESS: 10:20 a.m. - 10:31 a.m.

## **DEPARTMENT REPORTS - Continued**

### COUNTY COUNSEL

#### COUNTY COUNSEL

SUBJECT: Rules of Notice and Procedure.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Review and discuss draft changes; and 2) adopt Resolution approving changes; or 3) provide direction to staff.

**Attachments:** [Draft Rules of Notice and Procedure Attach](#)

County Counsel Burns gave a report of the changes made to the Board of Supervisors Rules of Notice and Procedure. Brief discussion was held.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 18-024 be adopted. The motion carried by the following vote:**

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

**Absent:** 1 - Hammond

### COUNTY ADMINISTRATIVE OFFICE

#### ADMINISTRATION

SUBJECT: Lassen Sportsmens Club request to co-sponsor, extend the County's insurance coverage and contribute \$1,000 to the 29th Annual Junior Fishing Derby on April 21, 2018 at Memorial Park.

FISCAL IMPACT: Allocation of \$1,000 to be paid from Fund/Budget Unit No. 100-0011.

ACTION REQUESTED: Designate a Lassen County Board of Supervisors' representative for the Lassen Sportsmens Club - Junior Fishing Derby to be held on Saturday, April 21, 2018; to extend the County's insurance coverage to the event, and consider authorizing expenditure from Supervisor's discretionary funds in the amount of up to \$1,000.

**Attachments:** [180327 Ag Pkt-JrFshDrby\\_001](#)

CAO Egan reported on the Lassen Sportsman Club and sponsorship of the 29th

Annual Junior Fishing Derby to be held on April 21, 2018 at Memorial Park. Supervisor Teeter volunteered to represent the Board of Supervisors for this event.

SPEAKERS: Eileen Spencer.

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

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

**Absent:** 1 - Hammond

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan announced: 1) The Board of Supervisors meeting for April 24th, 2018 will be held at 10:00 a.m. at the Bieber Memorial Hall; 2) there will be a May 1st, 2018, Board of Supervisors Special Meeting held at the Board Chambers, 707 Nevada St, Susanville, CA., at 6:00 p.m.; and 3) the Board of Supervisors meeting held for Tuesday, May 8th, 2018, will be cancelled.

## ADJOURNMENT

There being no further business, the meeting is adjourned at 11:07 a.m.

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

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

ATTEST:

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