



Lassen County

DRAFT

Meeting Minutes Board of Supervisors

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, October 23, 2018

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:01 A.M. CALL TO ORDER

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

Supervisor Hemphill arrived at 9:04 a.m.

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

Excuse: 0

PUBLIC COMMENT

Gary Bridges: Thanked the Board for considering the current transfer of vehicles.

Supervisor Gallagher: Wished Deputy Clerk of the Board Yderraga a Happy Birthday. The Board proceeded to sing "Happy Birthday" to Deputy Clerk of the Board Yderraga.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

1) Conference with Labor Negotiator Richard Egan: May include the following bargaining units - a) Lassen County Peace Officers Assn. (LCPOA), b) United Public Employees of California (UPEC) c) Lassen County Road Workers Assn. (LCRWA), d) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA), e) Lassen County Peace Officers Assn. Management Unit (LCPOMA), f) Lassen County Deputy Sheriffs Association (LCDSA).

CLOSED SESSION

Closed session was held from 9:05 a.m. - 9:14 a.m.

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

RECESS: 9:14 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 Gallagher.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session item:

Conference with Labor Negotiator Richard Egan: May include the following bargaining units - a) Lassen County Peace Officers Assn. (LCPOA), b) United Public Employees of California (UPEC) c) Lassen County Road Workers Assn. (LCRWA), d) Lassen County Peace Officers Assn. Supervisors Unit (LCPOSA), e) Lassen County Peace Officers Assn. Management Unit (LCPOMA), f) Lassen County Deputy Sheriffs Association (LCDSA).

No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Gallagher announced that Undagendized Reports were missing on the Agenda. Supervisor Gallagher also announced that Deputy Clerk of the Board requested to pull Item# G5 - Meeting Minutes of October 16, 2018, to correct some items. County Counsel Burns added that Item# C1 - Abatement Hearing wasn't technically a Public hearing per se and did not need to follow a Public Hearing's rules and procedures as far as opening and closing the hearing. Supervisor Gallagher requested to have the meeting adjourned in memory of Rose Mecham and would be absent from the Board Meeting after 10:30 a.m. to attend her services.

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

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

PUBLIC COMMENTS

Lassen County Clerk-Recorder Julie Bustamante: Updated the Board regarding Lassen Community College and the 2018 General Election Ballot error.
Supervisor Gallagher: Wished Deputy Clerk of the Board Yderraga a Happy Birthday and the Board sang "Happy Birthday" a second time.

INFORMATION/CONSENT CALENDAR

Approval of the Consent Agenda

A motion was made by Supervisor Hammond, seconded by Supervisor

Hemphill, 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 Teeter requested to pull Item# G6 - Juvenile Housing Agreement.

SUPERVISOR ALBAUGH

SUBJECT: Request to designate: \$500 to the Big Valley Recreational District.

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 ADMINISTRATIVE OFFICE

GRAND JURY REPORT

SUBJECT: Response to Fiscal Year 2017-2018 Lassen County Grand Jury Report

FISCAL IMPACT: None.

ACTION REQUESTED: Approve response.

Attachments: [2017-2018 Grand Jury Response](#)

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 September 30, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 09-30-2018](#)

This Report was received and filed on the Consent Agenda.

COUNTY ADMINISTRATIVE OFFICE

SURPLUS VEHICLES

SUBJECT: Transfer of County owned surplus vehicles, 2007 Ford Focus Vehicle Identification Number (VIN) 1FAHP34N57W251793 and 2010 Dodge Avenger VIN 1B3CC4FD2AN167990 to Lassen Family Services, Inc.

FISCAL IMPACT: County owned surplus vehicles are sold at public auction, and sale proceeds are deposited into the County General Fund, Fund 100.

The estimated low Kelly Blue Book values are \$916 for the Ford Focus and

\$2,600 for the Dodge Avenger.

ACTION REQUESTED: Approve transfer.

Attachments: [Vehicle Transfer to LFS-Final](#)

This Action Item was approved on the Consent Agenda.

COUNTY CLERK-RECORDER

5

MINUTES

SUBJECT: Meeting minutes of October 16, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Minutes](#)

THIS ITEM WAS PULLED IN THE AGENDA APPROVAL.

THIS ITEM WAS PULLED FROM THE AGENDA.

SHERIFF'S DEPARTMENT

FLEET VEHICLE PURCHASE

SUBJECT: Grant competitive Bid to Crown Motors, LLC of Redding Ca., to purchase Three (3) new vehicles to replace fleet vehicles assigned to Sheriff's Office.

FISCAL IMPACT: \$84,881.29 - From Fleet Maintenance Fund/Budget Unit No. 135-0352.

ACTION REQUESTED: 1) Grant the bid to Crown Motors; 2) and authorize purchase of vehicles.

Attachments: [SO Attach motor pool](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

REPORT

SUBJECT: Treasurer's Investment Report for September 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 09-30-2018](#)

This Report was received and filed on the Consent Agenda.

OFFICE OF EMERGENCY SERVICES

CAL OES (OFFICE OF EMERGENCY SERVICES) RESOLUTION

SUBJECT: Resolution designating staff to execute for and on behalf of Lassen County any actions necessary for the purpose of obtaining federal and state 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 associated funds sub-granted through the State of California.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt the Resolution.

Attachments: [181023 Resolution - OES EMPG HSGP 18 final](#)

This Resolution No. 18-071 was adopted on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Planning Commission Special Session Agenda for October 17, 2018.
- b) Lassen County Technical Advisory Committee Meeting Agenda for November 1, 2018.
- c) Lassen County Architectural Review Committee Special Meeting Agenda for October 16, 2018.
- d) Lassen Local Agency Formation Commission (LAFCo) is presenting a 2018 Ethics Training on November 9th, 2018 from 10:00 a.m. - 12:00 p.m. at Susanville City Hall Council Chambers located at 66 North Street, Susanville, CA.
- e) Susanville City Council Regular Meeting Agenda for October 17, 2018.

Attachments: [Misc Corr](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

PROBATION DEPARTMENT

JUVENILE HOUSING AGREEMENT

SUBJECT: Agreements between Lassen County with Plumas and Modoc Counties for placements in Juvenile Hall.

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

ACTION REQUESTED: 1) Approve Agreements; 2) authorize Chief Probation Officer to sign; and/or 3) provide direction to staff.

Attachments: [PROB attach](#)

Chief Probation Officer Jennifer Branning gave a detailed report of the current juvenile residents that are in custody. Chief Probation Officer Branning also updated the Board on current staffing issues within the Juvenile Hall. Supervisor Albaugh questioned the fees Lassen County is receiving in comparison with other counties for housing other county juveniles. 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: 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

HEALTH AND SOCIAL SERVICES

HEALTH AND SOCIAL SERVICES

SUBJECT: Range increase for specific positions within Health and Social Services.

FISCAL IMPACT: No impact to the General Fund. Funds are available in Fund/Budget Unit No.'s 120, 852, 853 and 855.

ACTION REQUESTED: Approve.

Attachments: [HSS Memo Attach](#)

CAO Egan gave a brief overview of the range increase for specific positions within Health and Social Services. Supervisor Albaugh asked if there was a difference between Lassen County, other counties and which counties were surveyed. Director of Health and Social Services Barbara Longo briefly went over a report that showed these comparisons. Discussion was held.

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

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

COUNTY ADMINISTRATIVE OFFICE

PLANNING AND BUILDING SERVICES

AGREEMENT

SUBJECT: Funding Agreement between Lassen County and TLT Enterprises/Hat Creek Construction, to enable execution of a Contract between Lassen County and SHN Consultants for the Third Party Review of an Environmental Impact Report.

FISCAL IMPACT: None if Funding Agreement and Contract are approved, Contract amount of \$51,490 shall be paid for by TLT Enterprises/Hat Creek Construction.

ACTION REQUESTED: 1) Authorize Chairman to enter into a Funding Agreement between Lassen County and TLT Enterprises/Hat Creek Construction; and

2) Authorize Chairman to sign a Contract between Lassen County and SHN Consultants for third party review of an Environmental Impact Report.

Attachments: [Board packet Hat Creek](#)

Assistant Planning and Building Services Director Gaylon Norwood gave a brief

report of the funding agreement between Lassen County and TLT Enterprises/Hat Creek Construction. Supervisor Albaugh pointed out a discrepancy in the Agreement expiration year and requested the expiration year to be corrected.

SPEAKERS: Founder of TLT Enterprises/Hat Creek Construction Robert Thompson gave a detailed report of how sales tax and fees function within the company.

A motion was made by Supervisor Hemphill, seconded by Supervisor Hammond, to: 1) Authorize Chairman to enter into a Funding Agreement between Lassen County and TLT Enterprises/Hat Creek Construction; and 2) Authorize Chairman to sign a Contract between Lassen County and SHN Consultants for third party review of an Environmental Impact Report. The motion carried by the following vote:

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

MATTERS SET FOR TIME CERTAIN

TITLE III

SUBJECT: 1) Request for Title III funds from the Lassen County Fire Safe Council, Inc. for carrying out the Firewise Communities program and development of community wildfire protection plans in the amount of \$54,000; and 2) the Lassen County Sheriff's Office for search and rescue and other emergency services on national forests and to cover training costs and equipment purchases directly related to the emergency service in the amount of \$54,000.

FISCAL IMPACT: To be paid from Fund 142, Federal Title III.

ACTION REQUESTED: 1) Receive Public Comment; and 2) approve and allocate Title III funds as requested to the Lassen County Fire Safe Council and the Lassen County Sheriff's Office.

Attachments: [181023 D1_001](#)

CAO Egan stated that the recommendation for Title III is to allocate funding as identified in the memo. Sheriff/Coroner Dean Growdon gave a report on the dollar amounts of Title III and how it's used. Discussion was held.

The Public Hearing was open from 10:23 a.m. - 10:31 a.m.

There were no speakers.

A motion was made by Supervisor Albaugh, 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

RECESS: 10:24 a.m. - 10:31 a.m.

Supervisor Gallagher left for the remainder of the Board Meeting at 10:30 a.m.

PUBLIC HEARINGS

ABATEMENT HEARING

SUBJECT: Determine if the substandard residence at 701-985 Johnstonville Road will be abated by Lassen County in accordance with the Order of the Building Official, if the property owner does not complete the demolition by November 6, 2018. Assessor Parcel Number 116-050-65.

FISCAL IMPACT: Unknown cost if the County abates; which could potentially be recovered through recordation of a lien.

ACTION REQUESTED: 1) Conduct hearing; and 2) Adopt a Resolution upholding the Building Official's determination.

Attachments: [PB AbateJohnstonvilleRd 10-23-18 pckt](#)

County Counsel Burns reminded the Board that this hearing is an Abatement Hearing and not a Public Hearing.

Assistant Director of Planning and Building Services Gaylon Norwood gave a brief report of the property to be abated and the prior notices sent to the applicant. Jim Uruburu discussed the reason for missing the burn down dates. Extensive discussion was held. The Board agreed to extend the abatement date.

SPEAKERS: City of Susanville Fire Captain James Moore; Property Owner Joe Bertotti.

A motion was made by Supervisor Albaugh, seconded by Supervisor Hammond, that this Resolution No. 18-072 item be adopted as amended. The motion carried by the following vote:

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

DEPARTMENT REPORTS - CONTINUED

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: Received notification from the State Department of General Services stating they intend to surplus the armory facility next to Lassen County Fairgrounds. They are soliciting inquiries from interested parties that might want to acquire the property. CAO Egan will be submitting a letter of interest on behalf of Lassen County.

The Board sang "Happy Birthday" to Deputy Clerk of the Board Yderraga a third

time before adjourning.

ADJOURNMENT

There being no further business, the meeting is adjourned at 10:59 a.m. in memory of Rose Mecham.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board