



# Lassen County

## Meeting Minutes Board of Supervisors

# DRAFT

### *LASSEN COUNTY SUPERVISORS:*

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

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Tuesday, July 9, 2019

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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

**Excuse:** 0

### PUBLIC COMMENT

None.

### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session item:

1) 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: 9:01 a.m. - 9:19 a.m.

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

The Board adjourned as the Board of Supervisors and convened as Lassen County In-Home Supportive Services Public Authority from 9:01 a.m. - 9:19 a.m. The Board adjourned as Lassen County In-Home Supportive Services Public Authority and reconvened as the Lassen County Board of Supervisors at 9:19 a.m.

RECESS: 9:19 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 Hemphill.

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

CAO Egan announced the following closed session item:

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.

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

Supervisor Hemphill requested to have the meeting adjourned in memory of Darin Fain.

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

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

**PUBLIC COMMENTS**

Director of Health and Social Services (HSS) Barbara Longo: 1) Announced Judy's House opened on July 1, 2019. Hours are from 4:00 p.m. - 12:00 a.m. and the grand opening will be held on August 10, 2019 from 1:00 p.m. - 4:00 p.m.; 2) the Emergency Preparedness Staff was invited by the Federal Emergency Management Agency (FEMA) to be a leader in an intensive training program in Alabama. There will be a press release regarding the event.  
Susanville Police Chief Kevin Jones: 1) Very appreciative of Judy's House and the work put into by the Director of HSS Barbara Longo and staff; 2) discussed possible commercial cannabis dispensaries in Lassen County and encouraged the Board to listen to their constituents.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Gallagher: 1) Will be attending a Fire Awareness In Your Community meeting on July 24, 2019, at 6:30 p.m.; 2) attended the Westwood Parade and Paul Bunyan Festival.

Supervisor Hammond: 1) Will be attending a California Government Military Council meeting on August 13, 2019, in Sacramento and will not be present at the Board of Supervisors meeting held on that day; 2) will be in North Dakota July 26-28, 2019, to discuss the drone facility; 3) had lunch with the new Sierra

Army Depot Commander.

Supervisor Albaugh: 1) The 150th Anniversary in Adin was well attended; 2) attended the Star Gazers the weekend of July 6, 2019; 3) announced there would be a Fair Board meeting at 5:30 p.m. on Tuesday, July 9, 2019; 4) will be attending a Regional Council Representatives of California (RCRC) meeting on Wednesday, July 10, 2019.

Supervisor Teeter: 1) Attended the Diamond Mountain Speedway races July 4, 2019; 2) briefly discussed fireworks within the city limits and fire enforcement; 3) discussed Caltrans and the Main Street road construction and requested to have this item agendaized for a future Board meeting.

Supervisor Hemphill: Requested to have the Caltrans and Main Street road construction project agendaized for a future board meeting.

## **INFORMATION/CONSENT CALENDAR**

Supervisor Hammond pulled Item# G1 - County Budget Capital Projects;

Supervisor Albaugh pulled Item# G4 - Health and Social Services.

## **Approval of the Consent Agenda**

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

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

## **COUNTY ADMINISTRATIVE OFFICE**

### **PERSONNEL REPORT**

SUBJECT: Personnel Movement Report for May, 2019.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

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

## **COUNTY CLERK-RECORDER**

### **MEETING MINUTES**

SUBJECT: Minutes of June 18, 2019 and June 25, 2019.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2019-06-18](#)  
[DRAFT MINS 2019-06-25](#)

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

SUBJECT: Agreement between Lassen County Health and Social Services and North American Mental Health Services for Fiscal Year 2019/2020.

FISCAL IMPACT: There is no impact to County General Fund. This will be paid through Mental Health Realignment, Mental Health Services Act (MHSA) and Substance Use Disorder (SUD) Funding.

ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize the CAO to execute the Agreement.

Attachments: [BOS BH North American Mental Health 070919](#)

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

#### 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 2018 through June, 2019.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Attach](#)

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

#### TREASURER/TAX COLLECTOR

##### TAX COLLECTOR

SUBJECT: Excess proceeds from the 2018 Tax Sale.

FISCAL IMPACT: Increase to the General Fund in Unclaimed Excess Proceeds in the amount of \$73,187.01

ACTION REQUESTED: Approve claims.

Attachments: [Treas Tax Attach](#)

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

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Lassen County Architectural Review Committee Notice of Adjournment held on June 27, 2019.

b) Lassen County Architectural Review Committee Meeting Agenda for June 27, 2019.

c) Lassen County Planning Commission Meeting Agenda for July 2, 2019.

d) Lassen County Technical Advisory Committee Meeting Agenda for July 2, 2019.

e) Susanville City Council Meeting Agenda for July 3, 2019.

f) Lassen Transit Service Agency Meeting Notice of Cancellation for July 8, 2019.

Attachments: [Misc Corr](#)

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

**DEPARTMENT REPORTS****HEALTH AND SOCIAL SERVICES****HEALTH AND SOCIAL SERVICES**

SUBJECT: Sub Recipient Agreement between Shasta County through its Community Action Agency and Lassen County through its Health and Social Services Agency for funding related to the Homeless Emergency Aid Program (HEAP) for Fiscal Year 2019 -2021.

FISCAL IMPACT: There is no impact to County General Fund. This is a Revenue Agreement.

ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize Barbara Longo, Director of Health and Social Services to execute the Agreement.

**Attachments:** [BOS HSS Shasta HEAP 07092019](#)

Supervisor Albaugh expressed his concerns about the grant being a one time funding. Director of Health and Social Services Barbara Longo explained that this grant is received by Lassen County almost every year and this program has been in place for awhile. Director Longo also explained how the Agreement is set up with Lassen and Shasta Counties. Brief discussion was held.

SPEAKERS: Director of Community Social Services Jenna Aguilera and Eileen Spencer.

**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 - Hemphill, Teeter, Albaugh, Gallagher and Hammond

**COUNTY ADMINISTRATIVE OFFICE****COUNTY BUDGET - CAPITAL PROJECTS**

SUBJECT: Fiscal Year 2019-2020 partial budget adoption for capital outlay portion of Capital Project Budget 154-1541 Courthouse Square Construction.

FISCAL IMPACT: None. Revenue for the Courthouse Square Construction is available from Lease-Purchase proceeds and by State Grant.

ACTION REQUESTED: Approve Fiscal Year 2019-2020 partial Capital Project Budget, Fund/Budget Unit No. 154-1541 - Courthouse Square Construction for capital outlay in the amount of \$1,700,000.

**Attachments:** [20190705103056327](#)

CAO Egan stated The Board of Supervisors approved the recommended 2019/20 County Budget accepting any capital items that need to be approved until we have a final budget adopted. This is the case with the \$1.7M

appropriation being requested allowing the Courthouse Square project to move forward. This is the anticipated amount for the fiscal year. All work for this project will be bid out.

SPEAKERS: Eileen Spencer.

## MATTERS SET FOR TIME CERTAIN

### PACIFIC GAS AND ELECTRIC COMPANY

SUBJECT: Presentation of Pacific Gas and Electric Company's (PG&E) Community Wildfire Safety Program.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive Presentation.

Government Relations Representative for Pacific Gas & Electric (PG&E) Dan Blair gave a detailed power point presentation on wildfire safety operations and the recent safety fire shut off program that has been implemented by PG&E. Mr. Blair discussed vegetation clearance, powerline overhang, first responders and public notifications, and the installation of new stations and cameras to monitor areas of fire risk. Extensive discussion was held.

RECESS: 10:41 a.m. - 10:47 a.m.

10:15 a.m.: LASSEN COUNTY FIRE SAFE COUNCIL, INC.

SUBJECT: Report on community wildfire protection projects in Lassen County.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive Report.

Tom Esgate from the Fire Safe Council, Inc. gave a brief update of the current wildfire protection projects in Lassen County. Mr. Esgate stated that they have been receiving a large amount of support from homeowners. Mr. Esgate also informed the Board of current funding and projects that are taking place in Westwood, Clear Creek, Diamond Mountain, Eagle Lake and Big Valley. Discussion was held.

## DEPARTMENT REPORTS - CONTINUED

### HEALTH & SOCIAL SERVICES

#### ENVIRONMENTAL FEE ORDINANCE

SUBJECT: Amendment to Title 3 and 7 to: 1) establish a fee for the inspection of underground storage tanks; and 2) establish fees for various other services of Lassen County Department of Health and Social Services.

FISCAL IMPACT: Increase to Fund/Budget Unit No.110-732.

ACTION REQUESTED: 1) Adopt Ordinance.

Attachments: [BOS EH Fees 06.25.19](#)

Director of Health and Social Services Barbara Longo gave a brief overview of

the Environmental Fee Ordinance that was introduced (waived reading) at the Board of Supervisors meeting held on June 25, 2019. Discussion was held.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Gallagher, that this Ordinance No. 2019-07 be adopted. The motion carried by the following vote:**

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

#### PLANNING AND BUILDING SERVICES

##### TITLE 18

SUBJECT: Discuss possible amendments to Title 18 of the Lassen County Code regarding cannabis dispensaries, cannabis testing facilities and commercial cannabis cultivation.

FISCAL IMPACT: Possible future implementation costs if an ordinance is adopted.

ACTION REQUESTED: Provide direction to staff.

**Attachments:** [PB Cannabis Rev 7-9-19](#)

Planning and Building Services Director Maurice Anderson discussed the possible amendments to Title 18 pertaining to cannabis dispensaries, testing facilities and commercial cultivation. Director Anderson also discussed licenses and use permits. Extensive discussion was held.

SPEAKERS: Sheriff/Coroner Dean Growdon, Susanville City Police Chief Kevin Jones, Curtis Bortle, Brian Gorham.

CAO Egan was absent from 11:36 a.m. - 11:38 a.m.

#### PUBLIC WORKS DEPARTMENT

##### ROAD DEPARTMENT

SUBJECT: Fiscal Year 2019-2020 Partial Road Budget Adoption for Capital Outlay portion of Road Operating Fund/Budget Unit No. 122-1221 and Road Construction Fund/Budget Unit No. 122-1222.

FISCAL IMPACT: Road Operating Fund/Budget Unit No. 122-1221 (Capital Outlay) (expenditures and revenues in the amount of \$1,262,656). Road Construction Fund/Budget Unit No. 122-1222 (expenditures in the amount of \$14,135,000 and revenues in the amount of \$13,326,000 with the balance from Fund Balance).

**Attachments:** [PW Attach](#)

Public Works Director Larry Millar gave a brief overview of the outlay project. Brief discussion was held.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, that this Action Item be approved. The**

**motion carried by the following vote:**

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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Stated there were complaints regarding the Caltrans Main Street road construction project at the Transportation Commission meeting.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 12:16 p.m. in memory of Darin Fain.

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Chairman of the Board of Supervisors

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

ATTEST:

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Michele Yderraga, Deputy Clerk of the Board