



# Lassen County

G3

## 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*

Tuesday, September 10, 2019

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

**Excuse:** 0

### PUBLIC COMMENT

Ed Brown: Superintended of Janesville Union Elementary School District. Discussed placing an emergency evacuation gate in the back of the Janesville Cemetery in the event the school needs to evacuate. Discussion was held.  
Delilah Ridgeway: Discussed Lassen Aurora Network.  
Honey Costa: Discussed Lassen Aurora Network.  
Patricia Ferne: Discussed her new workshop at Lassen Aurora Network.  
Ronnie Tripp: Discussed Lassen Aurora Network.

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

CAO Egan announced the following closed session items:

- 1) Employee performance evaluation: Agricultural Commissioner.

### CLOSED SESSION

Closed session was held from 9:19 a.m. - 9:37 a.m.

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

RECESS: 9:37 a.m. - 9:44 a.m.

### 9:44 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:

- 1) Employee performance evaluation: Agricultural Commissioner.

No reportable action.

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

Supervisor Teeter adjourned in memory of Fred Borghi; Supervisor Albaugh adjourned in memory of John Fitts, Flora Gordon, Russell Medina, Debbie Waters and Marilyn Nelson; Supervisor Hemphill adjourned in memory of Joe Lebullio.

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

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

**PUBLIC COMMENTS**

Leanne Shremel: Introduced US Forest Service (USFS) Acting Forest Fire Management Officer Aaron Grove, District Ranger of Beckwourth Ranger District and Agency Administrator Representative for the Walker Fire Matt Jedra and Forest Supervisor for Shasta-Trinity Terry Simon-Jackson. Matt Jedra gave an update on the Walker Fire. Supervisor Hammond requested the USFS to return in October for a detailed report on fire procedures in Lassen County. Aaron Grove and Matt Jedra explained to the Board when and how additional resources were called and shift schedules for the fire crew. Extensive discussion was held.

Director of Health and Social Services (HSS) Barbara Longo: Informed the Board that HSS had their first Out of Darkness suicide awareness walk. Director Longo thanked Nicole Lamika, John Brooner and the Lassen Aurora Network staff for their assistance. Director Longo gave an update to the Board how HSS worked diligently preparing and opening a shelter for the Walker fire evacuees from Milford. Director Longo thanked Jenna Aguilera, Danielle Sanchez and staff for an amazing job. Supervisor Teeter briefly discussed a neighborhood watch meeting, the homeless problem in Lassen County and the needs of the neighbors.

Mike Pickens: Discussed the Standish-Litchfield Fire Protection District

(SLFPD). County Counsel Burns explained to Mr. Pickens that the SLFPD is not within the Board of Supervisors jurisdiction and if he feels a crime has occurred it should be reported to law enforcement. Brief discussion was held.

Linda Jackson: Discussed the Lassen Aurora Network.

RECESS: 10:38 a.m. - 10:48 a.m.

## PUBLIC HEARINGS

### PUBLIC HEARING - BUDGET

SUBJECT: Fiscal Year 2019 - 2020 Budget Hearing and Budget Adoption.

FISCAL IMPACT: Provide appropriations for 2019-2020 Fiscal Year.

ACTION REQUESTED: 1) Open public hearing on the 2019-2020 Lassen County Budget; and 2) either continue the public hearing or take actions as follows: a) Adopt resolution Establishing Appropriations Limit in the amount not to exceed \$34,974,052, for Fiscal Year 2019 - 2020 Pursuant to California Constitution Article XIII-B and Government Code §7910; and b) approving the 2019 - 2020 Lassen County Budget; and c) setting the 2019 - 2020 Tax Rate.

**Attachments:** [1. 19-20 Budget Memo and Resolution](#)  
[2. 19-20 Budget Committee Information](#)  
[3. 19-20 Recommended Fund Summary](#)  
[4. 19-20 Fund Balance Classifications](#)  
[5. 19-20 Recommended Revenues](#)  
[6. 19-20 Recommended Expenditures](#)  
[7. 19-20 Allocated Positions](#)

CAO Egan gave a brief overview of the recommended budget and informed the Board that each department has a detailed report of their budget. Assistant to the CAO Julie Morgan informed the Board that there had been a change to the budget after their binders were distributed. \$25,000 had to be transferred to Public Safety to cover hospital costs for the inmates. Assistant Morgan informed the Board what the budget binder consisted of. The Board questioned expenditures and revenues. CAO Egan and Assistant Morgan discussed vacancy savings and reserved fund balances. Discussion was held regarding fund balances for last fiscal year and current fiscal year. Supervisor Albaugh asked for additional explanation on several line items, including the hemp and cannabis tax. CAO Egan explained that the revenue from hemp and cannabis tax is a rough estimate since this is a new revenue and estimates were based on discussion with the tax collector and other staff. Treasurer/Tax Collector Nancy Cardenas briefly discussed a recent tax bill sent for a marijuana abatement. CAO reminded the Board that all cannabis tax was imposed by Measure M. The budget has a separate line item for hemp. CAO Egan explained several different line items and how they function. County Clerk-Recorder Julie Bustamante briefly explained the Help America Vote Act

(HAVA) grant that will reimburse the county for replacing the 19 year old voting systems. Agricultural Commissioner Craig Hemphill discussed gas tax payments. Discussion was held regarding Health and Social Services (HSS) program funding. CAO Egan also discussed the Courthouse Construction fund. Extensive discussion was held regarding the Lassen Aurora Network. Director of Health and Social Services Barbara Longo gave a detailed report of HSS contracting process.

SPEAKERS: Auditor Diana Wemple, Chief Fiscal Manager Yvonne Smith, Randy Darrow, Kam Vento, Sheriff/Coroner Dean Growdon, and Assessor Nick Ceaglio.

The Public Hearing was open from 11:47 a.m. - 12:30 p.m.

Supervisor Teeter was absent from 11:24 a.m. - 11:26 a.m.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Teeter, that this Resolution No. 19-044 be adopted. The motion carried by the following vote:**

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

**Nay:** 1 - Albaugh

## **INFORMATION/CONSENT CALENDAR**

Supervisor Hemphill pulled Item# G9 Miscellaneous Correspondence.

### **COUNTY ADMINISTRATIVE OFFICE**

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

### **PERSONNEL REPORT**

SUBJECT: Personnel Movement Report for July, 2019.

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** [Personnel Report](#)

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

### **COUNTY CLERK-RECORDER**

### **REGISTRAR OF VOTERS**

SUBJECT: Certified Statement of Results for the August 27, 2019 Special

Assembly District 1 Primary Election.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: 1) Receive and file the Certified Statement of Results August 27, 2019 Special Assembly District 1 Primary Election, as per Section 15372 of the California Elections code; and 2) declare the results as per Election Code Section 15400.

Attachments: [Registrar of Voters](#)

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

MINUTES

SUBJECT: Meeting Minutes of August 27, 2019.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

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

#### PROBATION DEPARTMENT

TRAVEL AUTHORIZATION

SUBJECT: Travel authorization for Samantha McMullen to attend the mandatory Supervisor Core Course training, October 27th through November 18, 2019 in Sacramento. The total estimated cost of the training is approximately \$2,188.

FISCAL IMPACT: From Fund/Budget Unit No.145-0561 with partial reimbursement from the Standards & Training for Corrections (STC) Program.

ACTION REQUESTED: Approve.

Attachments: [Prob Travel Auth](#)

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

#### PUBLIC WORKS DEPARTMENT

AGREEMENT

SUBJECT: Agreement between Lassen County and Advanced Comfort Control.

FISCAL IMPACT: Maximum agreement not-to-exceed amount of \$65,000 from Public Works Fund/Budget Unit No. 100-0221 and other various County Budget units.

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

Attachments: [PW Advanced Comfort Control Attach 1](#)  
[PW Staff Report ACC](#)

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

## ECORP CONSULTING INC AGREEMENT

SUBJECT: ECORP Consulting, Inc. Agreement- Environmental Engineering Services.

FISCAL IMPACT: The total not-to-exceed contract amount of \$83,150 is available within the annual Road Operating Fund/Budget Unit No.122-1221 for completing this work. Federal reimbursement is available for portions of this work.

ACTION REQUESTED: That the Board of Supervisors 1) Approve Agreement with ECORP Consulting, Inc.; and 2) authorize the County Administrative Office to sign.

Attachments: [PW Ecorp attach 1](#)

[PW Ecorp Attach 2](#)

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

## SHERIFF'S DEPARTMENT

## TRAVEL AUTHORIZATION

SUBJECT: Travel authorization for Detective Unit Supervisor Training.

FISCAL IMPACT: Sheriff's Fund/Budget Unit No. 130-0522 conference and training line.

ACTION REQUESTED: Approve.

Attachments: [SO Travel Auth Attach](#)

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

## TRAVEL AUTHORIZATION

SUBJECT: Travel authorization for one captain and two lieutenants to attend the mandatory POST Management Course in Folsom, CA, September 16-20, 2019, October 7-10, 2019, and October 28-31, 2019.

FISCAL IMPACT: The estimated cost of the training is approximately \$11,732.10; full per diem and tuition are to be provided prior to the start of training session. From Public Safety Sheriff Jail Fund/Budget Unit No. 130-0525 and Sheriff Patrol Fund/Budget Unit No. 130-0522.

ACTION REQUESTED: Approve.

Attachments: [SO Travel Auth POST Mgmt Course Attach](#)

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

## DEPARTMENT REPORTS

## MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Lassen County Behavioral Health Advisory Board meeting agenda for September 9, 2019.

b) Lassen County Planning Commission Regular Meeting Agenda for

September 3, 2019.

c) Susanville City Council Regular Meeting Agenda for September 4, 2019.

d) Lassen County Architectural Review Committee Meeting Agenda for August 27, 2019.

e) Susanville City Council Regular Special Meeting Agenda for September 4, 2019.

**Attachments:** [MISC CORR](#)

John Brooner spoke about the Behavioral Health Advisory Board meeting held on September 9, 2019. Brief discussion was held.

CAO Egan was absent from 12:43 p.m. - 12:44 p.m.

**A motion was made by Supervisor Teeter, seconded by Supervisor Hammond, that these Reports be approved. The motion carried by the following vote:**

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

#### SHERIFF'S DEPARTMENT

##### ADMINISTRATION

SUBJECT: Approval of Lease/Purchase of CAD/RMS/JMS from Sun Ridge Systems, Inc.

FISCAL IMPACT: \$110,249 annually for five years. The funds for the first year payment will come from various lines within Sheriff's Office assigned budgets as well as the Community Corrections Partnership budget.

ACTION REQUESTED: 1) Approve the Lease/Purchase from Sun Ridge Systems, Inc. at a cost of \$110,249 annually for five years; and 2) authorize the County Administrative Officer to sign the contract for these services upon contract approval by County Counsel.

**Attachments:** [SO CAD RMS JMS Attach](#)

Sheriff/Coroner Dean Growdon informed the Board that this item was related to computer aided dispatch. Sheriff Growdon also discussed the request for proposal, the vendor chosen and the terms of the contract. 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

##### PATROL VEHICLES

SUBJECT: Purchase of 5 new Special Service Sport Utility Patrol Vehicle to replace existing patrol vehicles that are high mileage and need to be retired. This is a state contract purchase through the Department of General Services. The total purchase price for all 5 vehicles \$223,888.07 which includes all applicable taxes, fees, delivery and registration. This purchase

will come from the equipment line of the Motor Pool Fund/Budget Unit No. 135-0352.

FISCAL IMPACT: Funds have been appropriated from Fund/Budget Unit No. 135.

ACTION REQUESTED: Authorize the purchase of 5 equipped Sport Utility Sheriff Patrol Vehicles from Folsom Lake Ford through the Department of General Services (contract# 1-18-23-14B) in the amount of \$223,888.07.

**Attachments:** [SO Patrol Cars Attach](#)

Captain John Bohl requested approval to purchase five new patrol vehicles for the Sheriff's Department. 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 COUNSEL

ORDINANCE AMENDING TITLE 11.14

SUBJECT: Amendment to Title 11 - County Emergency Organization.

FISCAL IMPACT: None.

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

**Attachments:** [Emergency Services Ordinance](#)

County Counsel Burns briefly discussed the Amendment to Title 11 and reminded the Board that this Ordinance was introduced and waived reading at the Board of Supervisors meeting held on August 27, 2019.

**A motion was made by Supervisor Albaugh, seconded by Supervisor Hammond, that this Ordinance No. 2019-09 be adopted. The motion carried by the following vote:**

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

#### UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Teeter: Requested to donate \$300 to the Susanville Symphony from his discretionary funds.

Supervisor Albaugh: Briefly discussed California Department of Fish and Wildlife.

Supervisors Gallagher, Hammond and Hemphill stated they would report at the next Board of Supervisors meeting.

#### COUNTY ADMINISTRATIVE OFFICE



## SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: After the Board of Supervisors closed the Juvenile Hall he received a letter from the Department of Justice stating a temporary closure was granted of one year to allow Lassen County time to determine what is to become of the Juvenile Hall.

**ADJOURNMENT**

There being no further business, the meeting is adjourned at 1:02 p.m. in memory of Fred Borghi, Russell Medina, John Fitts, Marilyn Nelson, Debbie Waters, Flora Gordon and Joe Lobullio.

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

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

ATTEST:

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