



Lassen County

Meeting Minutes

Board of Supervisors Special Meeting

DRAFT

LASSEN COUNTY SUPERVISORS:

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

Tuesday, May 19, 2020

9:00 AM

Lassen County Fairgrounds
Jensen Hall
195 Russell Ave
Susanville, CA 96130

9:06 A.M. CALL TO ORDER

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

Excuse: 0

PUBLIC COMMENT

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

- 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 Labor Negotiator Richard Egan: a) Lassen County Peace Officers Supervisors Association (LCPOSA), and b) Lassen County Peace Officers Management Association (LCPOMA).

CLOSED SESSION

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

Closed session was held from 9:06 a.m. - 9:36 a.m.

Sheriff/Coroner Dean Growdon was present from 9:11 a.m. -9:36 a.m.

RECESS: 9:36 a.m. - 9:41 a.m.

9:41 A.M. OPENING CEREMONIES

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Supervisor Teeter announced the following closed session items:

1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9.

No reportable action.

2) Conference with Labor Negotiator Richard Egan: a) Lassen County Peace Officers Supervisors Association (LCPOSA), and b) Lassen County Peace Officers Management Association (LCPOMA).

No reportable action.

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Teeter.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

County Counsel Burns requested to pull Item# H1 - Agreements.

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

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

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended a Fair Advisory Board meeting; 2) attended an Air Pollution Control Board meeting.

Supervisor Albaugh: 1) Requested to adjourn the meeting in memory of Tom Poytress and Jackie Haury.

Supervisor Hammond: 1) Attended a Herlong Public Utilities District (HPUD) meeting; 2) requested to designate \$500 to the Doyle Senior Center.

Supervisor Hemphill: 1) Attended an Air Pollution Control Board meeting; 2) will be attending a Highway 395 Coalition meeting Wednesday, May 20, 2020.

Supervisor Teeter: 1) Attended Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 2) attended a Lassen-Plumas-Sierra Community Action Agency meeting.

INFORMATION/CONSENT CALENDAR

Supervisor Gallagher requested to pull Item# G6 - Northern California Emergency Medical Services, Inc.

Approval of the Consent Agenda

A motion was made by Supervisor Gallagher, seconded by Supervisor Albaugh, to approve the Consent Agenda as Amended. The motion

carried by the following vote:

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

AUDITOR'S OFFICE

FUND BALANCE REPORT

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of April, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 4-30-20](#)

This Report was received and filed on the Consent Agenda.

COUNTY ADMINISTRATIVE OFFICE

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for March, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [Personnel Report](#)

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of May 8, 2020, and May 12, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2020-05-08](#)

[DRAFT MINS 2020-05-12](#)

These Minutes were approved on the Consent Agenda.

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Bid Award: Center Road SB-1 Rehab Construction Project.

FISCAL IMPACT: Funding in the amount of up to \$2,079,979 is available in the approved 2019/2020 Fiscal Year Road Construction Fund/Budget Unit No. 122-1222.

ACTION REQUESTED: 1) Award bid to Hat Creek Construction and Materials, Inc.; and 2) authorize the Pubic Works Director to execute the Agreement; and 3) authorize public works Director to enter into change orders up to the amount of \$100,000 (5%) for a total not-to-exceed amount of \$2,079,979 if required.

Attachments: [PW Bid Attach](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

PORTFOLIO

SUBJECT: Treasurer Investment Report for the Month of April, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 04-30-20](#)

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Architectural Review Committee Meeting Agenda for May 8, 2020.
- b) Lassen County Behavioral Health Advisory Board Meeting Agenda for May 11, 2020.
- c) Lassen Transit Service Agency Meeting Agenda for May 11, 2020.
- d) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting for May 14, 2020.
- e) Susanville City Council Special Meeting Agenda for may 20, 2020.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY ADMINISTRATIVE OFFICE

NORTHERN CALIFORNIA EMERGENCY MEDICAL SERVICES, INC
(NORCAL EMS)

SUBJECT: Modifications of Agreement for Emergency Medical Services between NorCal EMS, Inc, and Lassen County establishing terms and conditions for NorCal EMS to act as the Local EMS Agency for Lassen County for the term of July 1, 2020, through June 30, 2021.

FISCAL IMPACT: Annual payment of \$30,183.60 to be paid from Fund/Budget Unit No. 100-0101.

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

Attachments: [G6 Contract PDF](#)

Supervisor Gallagher stated there was an error listed in the date and requested a correction. This item was tabled for the Board of Supervisors meeting to be

held on May 26, 2020.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hemphill, that this Item be tabled to the next Board of Supervisors meeting to be held on May 26, 2020. The motion carried by the following vote:

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

COUNTY COUNSEL

AGREEMENTS

SUBJECT: Side letter agreements regarding employees accrued vacation balances in excess of 254 hours.

FISCAL IMPACT: Estimated \$22,000 from various fund and budget units.

ACTION REQUESTED: 1) Receive report from staff; and 2) ratify side letter agreements; and 3) adopt Resolution; and/or 4) provide direction to staff.

Attachments: [Coco -Side Letter Agreements-Vacation Accruals](#)

THIS ITEM WAS PULLED IN AGENDA APPROVAL.

VIDEO SYSTEM

SUBJECT: Public Cameras and Centralized video System Policy.

FISCAL IMPACT: Undetermined.

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

Attachments: [COCO Public Cameras and Centralized Video System](#)

County Counsel Burns informed the Board this item is a policy intended to deal with the placement of video cameras on county property and the staff who will have the authorization to access and view. CAO Egan stated he had interaction with the bargaining units prior to developing. Information Services (IT) Supervisor Jason Housel discussed policy trends throughout the state and Lassen County policy. IT Supervisor Housel also discussed public placement and what defines a public area. Discussion was held.

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

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

MATTERS SET FOR TIME CERTAIN

10:00 a.m.: RECOGNITION COMMITTEE

SUBJECT: Recognition Committee Award Presentation for May, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: The Board of Supervisors Present Recognition Awards to: 20 Years: Kelley Cote (Child Support); 35 Years: Larry Millar (Public Works/Road Department).

Supervisor Teeter recognized the following employees: 20 Years: Kelley Cote (Child Support); 35 Years: Larry Millar (Public Works).

DEPARTMENT REPORTS - CONTINUED

HEALTH & SOCIAL SERVICES

HOUSING NAVIGATOR PROGRAM

SUBJECT: Resolution for Authorization of Application for and Acceptance of Lassen County's Allocation under the Housing Navigator Program.

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

ACTION REQUESTED: 1) Adopt Resolution; and 2) authorize the CAO or his designee to execute the Agreement.

Attachments: [BOS CSS HNP Resolution 05.19.2020](#)

Housing Program Coordinator Grace Poor gave a brief presentation of the program and how it's intended for young adults to secure and maintain housing that were in a foster care position. Child and Family Services Program Manager Lisa Chandler discussed age range for this program. Director of Health and Social Services (HSS) Barbara Longo stated every dollar received would go to help foster youth transition from foster care to independence. Director Longo added this program would also help with staffing since they do a lot of this work on their own time. Discussion was held.

A motion was made by Supervisor Gallagher, seconded by Hammond, that this Resolution NO. 20-025 be adopted. The motion carried by the following vote:

Aye: 4 - Gallagher, Teeter, Hemphill and Hammond

Nay: 1 - Albaugh

TRANSITIONAL HOUSING PROGRAM

SUBJECT: Resolution for Authorization of Application for and Acceptance of Lassen County's Allocation Award under the Transitional Housing Program.

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

ACTION REQUESTED: 1) Adopt Resolution; and 2) authorize the CAO or his designee to execute the Agreement.

Attachments: [BOS CSS THP Resolution 05.19.2020](#)

Housing Program Coordinator Grace Poor gave a brief overview of this item and stated the age range is 18 - 25 years of age. This program would assist in housing and deposits for rent. Discussion was held.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hemphill, that this Resolution No. 20-026 be adopted.

The motion carried by the following vote:

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

COUNTY ADMINISTRATIVE OFFICE

HISTORIC COURTHOUSE RENOVATION

SUBJECT: Lassen County Historic Courthouse Project - Lionakis Agreement.

FISCAL IMPACT: Funding is available within the current 2019-2020 Fiscal Year Courthouse Square Construction Fund/Budget Unit No. 154-1541.

ACTION REQUESTED: Consider authorizing the County Administrative Officer to execute an agreement in the amount of \$373,825 with Lionakis to provide architectural and engineering services for Phase II - Seismic & Infrastructure Improvements for the Lassen County Historic courthouse Renovation Project.

Attachments: [doc00597020200515160510](#)

CAO Egan informed the Board the Courthouse Project would be moving into Phase 2. The purpose is to authorize architectural services for Lionakis to work into Phase 2. Deputy Director of Facilities Maintenance Peter Heimbigner stated the contract for Phase 1 was awarded to Lionakis and would like to continue the next Phase with the same company. Deputy Director Heimbigner discussed the plans for Phase 2. Discussion was held.

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

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

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: Lassen Municipal Utilities District (LMUD) has failed to make any progress with Lassen County in finding an alternative to their obligation to remove the Hayden Hill power line. CAO Egan stated if progress has not been made he would be bringing this item back to the Board.

ADJOURNMENT

There being no further business, the meeting is adjourned at 10:24 a.m. in memory of Jackie Haury and Tom Poytress.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board

