



Lassen County

DRAFT

Meeting Minutes

Board of Supervisors Special Meeting

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, September 8, 2020

9:00 AM

Veterans Memorial Hall
1205 Main Street
Susanville, CA 96130

9:32 A.M. OPENING CEREMONIES

Present: Supervisors 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.

Supervisor Gallagher was absent by pre-arrangement.

Present: 4 - Aaron Albaugh, David Teeter, Jeff Hemphill and Tom Hammond

Absent: 1 - Chris Gallagher

Excuse: 0

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Teeter.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Closed session was not held.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

Aye: 4 - Albaugh, Teeter, Hemphill and Hammond

Absent: 1 - Gallagher

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Hemphill: Nothing to report.

Supervisor Hammond: Nothing to report.

Supervisor Albaugh: 1) Wished a happy birthday to Tammy Mitchell; 2) the Big

Valley Advisory Board Committee meeting was cancelled and rescheduled for September 24, 2020, due to the fires; 3) discussed wolves and cattle; 4) requested to donate \$1,500, to the Pit Resource Conservation District.
Supervisor Teeter: 1) Attended a Nortec meeting; 2) attended a Susanville City Council meeting; 3) requested to donate \$700 to Westwood Farmers Market and \$1,000 to Lassen Land and Trails Trust for local farmers market.

INFORMATION/CONSENT CALENDAR

BOARD OF SUPERVISORS

Approval of the Consent Agenda

A motion was made by Supervisor Hammond, seconded by Supervisor Hemphill, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 4 - Albaugh, Teeter, Hemphill and Hammond

Absent: 1 - Gallagher

MINUTES

SUBJECT: Meeting Minutes of August 31, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

These Minutes were approved on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Lassen County Behavioral Health Advisory Board Zoom Meeting agenda for September 14, 2020.

Attachments: [MISC CORR](#)

These Reports were approved on the Consent Agenda.

DEPARTMENT REPORTS

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Bid Award to Pape Machinery, Inc., Redding, California, in the amount of \$328,815.61 for the purchase of one (1) new John Deere 672G Motor Grader.

FISCAL IMPACT: Funding in the amount of \$328,815.61 from Road Operating Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Approve. (4/5 vote required).

Attachments: [PW Attach](#)

Director of Public Works Pete Heimbigner gave a brief overview of the equipment and discussed bids received. Discussion was held.

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: 4 - Albaugh, Teeter, Hemphill and Hammond

Absent: 1 - Gallagher

PUBLIC WORKS / SHERIFF'S OFFICE

SUBJECT: Bid award for Lassen County Adult Detention Facility re-roof project. Adoption of Building and Improvements line (3006100) of the Sheriff ADF Fund/Budget Unit No. 130-0525 in the amount of \$700,000.

FISCAL IMPACT: Increase of \$450,000 from 2020/2021 Fiscal Year budget.

ACTION REQUESTED: 1) Award the contract for "Lassen County Adult Detention Facility Re-roof Project" to D & D Roofing and Sheet Metal, Inc., the lowest bidder meeting the specifications in the amount of \$677,500; and 2) authorize the Director of Public Works to sign the Agreement upon approval as to form by County Counsel; and 3) authorize the Director of Public Works to authorize Change Orders up to a "not-to-exceed" amount of \$22,500 (approximately 3.5%) or a total contract not-to-exceed cost of \$700,000; and 4) adoption of Building and Improvements line (3006100) of the Sheriff ADF Fund/Budget Unit No. 130-0525 in the amount of \$700,000. (4/5 vote required).

Attachments: [board agenda letter roof repair - PWKs Edits2 Attach](#)

Lieutenant John McGarva gave a detailed overview of the current condition of the roof at the Juvenile Detention Facility. Director of Public Works Pete Heimbigner gave a description of a built up roof and reassured the Board there wouldn't be security issues during the replacement of the current roof. Director Heimbigner also discussed the warranty of the roof, and bid packages received prior to choosing a contractor. Discussion was held.

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

Aye: 4 - Albaugh, Teeter, Hemphill and Hammond

Absent: 1 - Gallagher

MATTERS SET FOR TIME CERTAIN

ALLIANCE FOR WORKFORCE DEVELOPMENT, INC.

SUBJECT: Annual update Business and Job Seeker Service Program for year 2019/2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

Attachments: [D1 Attach](#)

Terri-Hiser Haynes from Alliance for Workforce Development thanked Supervisor Teeter for sitting on the Board for Lassen County and gave a detailed presentation of the activities performed for the 2019/2020 year. Ms. Hiser-Haynes informed the Board Alliance for Workforce Development works with businesses to recruit employees and educate unemployed citizens to assist in finding employment. Ms. Hiser-Haynes discussed current employment and unemployment in Lassen County due to COVID-19. Alliance for Workforce Development also assists with seeking support for child care, appropriate clothing, training equipment and training. Ms. Hiser-Haynes discussed Lassen College programs and assistance offered by the Lassen County One Stops. Discussion was held.

DEPARTMENT REPORTS - CONTINUED

COUNTY ADMINISTRATIVE OFFICE

COVID-19 CARES ACT FUNDING

SUBJECT: Fiscal Year 2019/2020 budget appropriation and amendment of \$400,000 from the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act").

FISCAL IMPACT: Positive.

ACTION REQUESTED: Approve a budget appropriation of \$400,000 in Fund/Budget Unit No. 160-1601 for Coronavirus related expenditures. (Requires 4/5 vote).

Attachments: [H3 Attach](#)

CAO Egan requested the Board to retroactively amend the 2019/2020 Fiscal Year (FY) budget due to the expenditure of money that was eligible for the CARES Act revenue. CAO Egan stated it was unusual to retroactive a budget, however it would make the accounting better and to utilize that money with a higher end balance. Deputy CAO Tony Shaw informed the Board the amount to be amended would be \$446,134, and this is federal money given to the state to be distributed to the county. CAO Egan recommended a total amount of \$450,000. A report is due to the state by October 30, 2020, with an obligation to spend funding by December 30, 2020. CAO Shaw stated the funding has been appropriated. Additional discussion was held.

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

motion carried by the following vote:

Aye: 4 - Albaugh, Teeter, Hemphill and Hammond

Absent: 1 - Gallagher

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan: Nothing to report.

Supervisor Hemphill requested a future update for internet bandwidth.

I. CORRESPONDENCE

ADJOURNMENT

There being no further business, the meeting is adjourned at 10:36 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board