



Lassen County

G1

Meeting Minutes Board of Supervisors

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, December 15, 2020

9:00 AM

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

9:06 A.M. CALL TO ORDER

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

Excuse: 0

PUBLIC COMMENT

None.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

County Counsel Burns announced the following closed session item:

- 1) Public employee appointment pursuant to Government Code section 54957-County Counsel.

CLOSED SESSION

Closed session was held from 9:07 a.m. - 9:17 a.m.

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

Deputy Clerk of the Board Yderraga was absent from 9:08 a.m. - 9:13 a.m.

RECESS: 9:13 a.m. - 9:17 a.m.

9:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Pastor Tim Clark.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

Supervisor Teeter announced the following closed session item:

- 1) Public employee appointment pursuant to Government Code section 54957-County Counsel.

No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Teeter requested to adjourn the meeting in memory of Mae Sherman; Supervisor Hammond requested to adjourn the meeting in memory of Jim Marcott.

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

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

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) Attended an Air Pollution meeting; 2) attended a Solid Waste meeting; 3) attended a Fair Advisory Board meeting; 4) will not be attending the first Board of Supervisors meeting in January; 5) requested a discussion in the future pertaining to virtual or Zoom meetings for the Board of Supervisors meetings; 6) congratulated Captain John McGarva on his promotion.

Supervisor Albaugh: 1) Thanked the Trump Administration for expediting the release of the Covid-19 vaccine; 2) Thanked Lassen County staff for the work provided during Covid-19 and the natural disasters that occurred in 2020; 3) attended a Solid Waste meeting; 4) welcomed the new Fair Manager Kaitlyn Downing; 5) wished everyone a Merry Christmas and Happy New Year.

Supervisor Hemphill: 1) Wished everyone a Merry Christmas; 2) briefly discussed Covid-19 and school closures; 3) thanked Supervisor Teeter.

Supervisor Hammond: 1) There will be a town cleanup in Doyle; 2) funding had not been received for those who suffered in the Laura Fire; 3) thanked the Lassen County Sheriff's Office for their quick response to the Laura Fire; 4) wished everyone a Merry Christmas and acknowledged staff for doing a great job.

Supervisor Teeter: 1) Attended a Behavioral Health Advisory Board meeting; 2) will be attending a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G4 - Agreement and Item# G5 - Juvenile Justice Coordinating Council; Supervisor Hammond pulled Item# G9 - Minutes.

Approval of the Consent Agenda

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

AUDITOR'S OFFICE**FUND CASH BALANCES**

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

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 11-30-2020](#)

This Report was received and filed on the Consent Agenda.

COUNTY ADMINISTRATIVE OFFICE**PERSONNEL REPORT**

SUBJECT: Personnel Movement Report for October, 2020.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

This Report was received and filed on the Consent Agenda.

PUBLIC WORKS DEPARTMENT**TIRE BID**

SUBJECT: Tire Bid Award for Public Works - Road Division.

FISCAL IMPACT: Funding is budgeted within the Road Fund/Budget Unit No. 122-1221. Estimated annual cost is \$60,000.

ACTION REQUESTED: Award tire bid for Public Works - Road Division, for the period of December 15, 2020 through October 31, 2021, to Lassen Tire, Susanville, CA, the only bidder meeting specifications.

Attachments: [PW Tire Bid Award Attach](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR**OFFICE OF RECOVERIES AND REIMBURSEMENT**

SUBJECT: Agreement of Office of Recoveries and Reimbursement (ORR) and the Franchise Tax Board Court Ordered Debt Program (FTB-COD).

FISCAL IMPACT: Programs costs have been budgeted into General Fund/Budget Unit No. 100-0062 to offset revenue.

ACTION REQUESTED: 1) Approve agreement between OR&R and

Franchise Tax Board Court Ordered Debt program (FTB-COD) that will authorize OR&R to participate in FTB-COD to participate in collections for delinquent court ordered debt pursuant to Revenue and Taxation Code 19208-19283 and authorize the Treasurer/Tax Collector to sign.

Attachments: [FTB COD Contract 2020-2023](#)

This Action Item was approved on the Consent Agenda.

PORTFOLIO

SUBJECT: Treasurer's Investment Report for November, 2020.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 11-30-2020](#)

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

REGISTRAR OF VOTERS

SUBJECT: Certified Statement of Results for the November 3, 2020 Presidential General Election.

Fiscal Impact: Unknown.

ACTION REQUESTED: 1) Receive and file the Certified Statement of Results for the November 3, 2020, Presidential General Election as per Section 15372 of the California Elections Code; and 2) declare the results as per Election Code Section 15400.

Attachments: [BRD Memo SOV](#)
[Nov 3 2020 Final Results](#)

This Action Item was approved on the Consent Agenda.

MINUTES

SUBJECT: Meeting Minutes of November 25, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2020-11-25](#)

These Minutes were approved on the Consent Agenda.

MINUTES

SUBJECT: Meeting Minutes of December 1, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS 2020-12-01](#)

These Minutes were approved on the Consent Agenda.

THIS ITEM HAS BEEN PULLED

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Central Valley Regional Water Quality Control Board Public Meeting Notice and agenda for December 10, 2020.

b) Lassen County Behavioral Health Advisory Board meeting agenda for December 14, 2020.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of November 5, 2020.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt.

Attachments: [DRAFT MINS 2020-11-05](#)

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

Aye: 4 - Teeter, Gallagher, Hemphill and Albaugh

Abstain: 1 - Hammond

PUBLIC WORKS DEPARTMENT

AGREEMENT

SUBJECT: First Amendment to Agreement with ECORP Consulting, Inc. for Environmental and Engineering Services Related to the Whitehead Slough Bridge (ID# 7C-70) Replacement Project.

FISCAL IMPACT: Funding is available in Road Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: 1) Approve first amendment to agreement with ECORP Consulting, Inc. to perform environmental and engineering services related to the White Head Slough Bridge Replacement Project in the amount of \$32,360; and 2) authorize the Director of Public Works to sign first amendment to agreement.

Attachments: [PW ECORP Attach](#)

Public Works Director Pete Heimbigner stated there would be a cost increase for consulting to undertake an environment board for a project in a design phase. Supervisor Albaugh questioned the hydraulic study. Director Heimbigner informed the Board they were agents of the state and whatever the state requests he would have to complete in order to receive funding to complete the

project. Brief discussion was held.

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

Aye: 4 - Teeter, Gallagher, Hammond and Hemphill

Nay: 1 - Albaugh

PROBATION DEPARTMENT

JUVENILE JUSTICE COORDINATING COUNCIL

SUBJECT: Juvenile Justice Coordinating Council Annual Plan for Fiscal Year (FY) 2020/2021.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve the Juvenile Justice Coordinating Council Annual Plan for FY 2020/2021.

Attachments: [Prob JJCC PLAN](#)

Supervisor Albaugh asked for an explanation on the Juvenile Justice Plan. Chief Probation Officer Jennifer Branning stated the plan had to be submitted every year in April and it outlines what is planned for the upcoming year and funding. Brief 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: 5 - Teeter, Gallagher, Hammond, Hemphill and Albaugh

BOARDS AND COMMISSIONS

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT (RCD)

SUBJECT: Vacancies on the Honey Lake Valley RCD.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider making re-appointments. (Laurie Tippin and Jesse Claypool).

Attachments: [HLVRCD Attach](#)

County Counsel Burns informed the Board there were two vacancies that existed on the Honey Lake Valley RCD with a term ending date of November 2020. The vacancies were posted and the two applicants were the board members who currently serve on this board. The appointments would be reappointments. Brief discussion was held. Honey Lake Valley RCD Board Member Jesse Claypool gave an update of current projects being performed.

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

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

MATTERS SET FOR TIME CERTAIN

LASSEN COUNTY CHILDREN & FAMILIES COMMISSION

SUBJECT: Submit on behalf of Lassen County Children & Families Commission Fiscal Year (FY) 2019/2020 Annual Audit, FY 2019/2020 Annual Report, FY 2019/2020 Annual Evaluation Report, and 2018/2023 Strategic Plan and Long Range Financial Plan.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive reports.

Attachments: [LC Children and Families Comm Attach](#)

Executive Director of the Lassen County Children and Families Commission Tim Clark gave a brief update of the Commission, annual reports and annual audit. There were no findings. Supervisor Albaugh stated this was a great program and organization and thanked Mr. Clark for his service on the Commission. Mr. Clark informed the Board the Commission had a plaque prepared for Mae Sherman and discussed Mrs. Sherman's contribution to the Commission over the past eighteen years. Supervisor Teeter also thanked Mr. Clark for his service to the Lassen County Children & Families First5 Commission.

RETIREMENT AND PROCLAMATION OF SERVICE

SUBJECT: Proclamation recognizing Robert Burns on his retirement from Lassen County and David Teeter with the Lassen County Board of Supervisors .

FISCAL IMPACT: None.

ACTION: Adopt.

SPEAKERS: Supervisor Albaugh, Director of Planning and Building Services Maury Anderson, CAO Egan, Director of Health and Social Services Barbara Longo, Assistant Director/Personnel Coordinator Danielle Sanchez, District Attorney Melyssah Rios, Supervisor Gallagher, Curtis Bortle, Supervisor Gallagher, Supervisor Hemphill, and Supervisor Hammond.

DEPARTMENT REPORTS - CONTINUED

COUNTY ADMINISTRATIVE OFFICE

HEALTHY COMMUNITIES

SUBJECT: Resolution supporting healthy communities in Lassen County relative to COVID-19.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt Resolution.

Attachments: [201215 Healthy Communities Letter and Resolution](#)

CAO Egan gave a brief overview of the Resolution and stated slight changes had been made and customized on Lassen County's position regarding

Covid-19.

A motion was made by Supervisor Gallagher, seconded by Supervisor Hemphill, that this Resolution No. 20-055 be adopted. The motion carried by the following vote:

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

PLANNING AND BUILDING SERVICES

FIRE SAFE REGULATIONS

SUBJECT: Amend Lassen County Code Chapter 9.16 (Fire hazards) to comply with the "SRA Fire Safe Regulations" (Title 14 of the California Code of Regulations, Division 1.5, Chapter 7 Fire Protection, Subchapter 2, Articles 1-5.

FISCAL IMPACT: Unknown

ACTION REQUESTED: 1) Adopt Ordinance.

Attachments: [Fire Safe Ord. BOS 12-8-20 Packet c](#)

[Draft Ordinance - incorporating 11-3-20 PC direction correct 9.16.140-b](#)
[PBS Board staff report](#)

Assistant Planning and Building Services Director Gaylon Norwood gave an overview of the Ordinance and stated this item was introduced with reading waived at the prior Board of Supervisors meeting and informed the Board the action today was to adopt. Brief discussion was held.

A motion was made by Supervisor Albaugh, seconded by Supervisor Gallagher, that this Ordinance No. 2020-03 be adopted. The motion carried by the following vote:

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

BOARD OF SUPERVISORS

AGREEMENT

SUBJECT: Approval of agreement with Prentice Long PC to provide legal services to the County of Lassen and appointment of Ms. Amanda Uhrhammer as Lassen County Counsel.

FISCAL IMPACT: As defined by contract.

ACTION REQUESTED: 1) Approve agreement with Prentice Long PC for legal services to the County of Lassen; and 2) appoint Ms. Amanda Uhrhammer as Lassen County Counsel.

Attachments: [Lassen County Counsel Proposal and Agreement](#)

Supervisor Teeter read the action item. County Counsel Burns gave a brief overview of the agreement and current relationship with Prentice Long PC and their services. County Counsel Burns recommended the appointment. Supervisor Albaugh thanked County Counsel Burns for his recommendation.

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

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

THIS ITEM HAS BEEN PULLED

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan announced: 1) the Board of Supervisors meeting scheduled for December 22, 2020, would not be called; 2) discussed the challenges the year of 2020 brought to Lassen County but was heartened by the dedication of the employees; 3) wished everyone a Merry Christmas and looked forward to the new challenges of 2021.

ADJOURNMENT

There being no further business, the meeting is adjourned at 10:53 a.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board