



Lassen County

Meeting Minutes

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

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

Tuesday, May 9, 2017

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:00 A.M. CALL TO ORDER

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. Absent: Supervisor Gallagher.

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

Absent: 1 - Chris Gallagher

Excuse: 0

PUBLIC COMMENT

Elizabeth Norton: Thanked the county for a job well done on the new swimming pool and thanked the Planning and Building Department for their efficiency and professionalism.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

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

Conference with Legal Counsel-Anticipated Litigation: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9: One case.

Public employee appointment-Veterans Service Officer.

CLOSED SESSION

Closed session was held from 9:03 a.m. - 9:34 a.m. Present: Supervisors Teeter, Hemphill, Albaugh and Hammond. Also Present: CAO Egan, County Counsel Burns, Deputy Clerk of the Board Yderraga and Personnel/Risk Analyst Cheryl Douglas. Absent: Supervisor Gallagher.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan reported: Public employee appointment-Veterans Service Officer.
No reportable action.

9:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute, invocation was offered by Supervisor Albaugh.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

PUBLIC COMMENTS

Elizabeth Norton: Chairperson for the Lassen Land and Trails Trust. Discussed new trails to connect to Westwood. Supervisor Albaugh recommended to have this topic agendized for further discussion.

Sheriff Dean Growdon: Stated there would be an open house at the Lassen County Jail on May 10, 2017 from 4:00 p.m. - 7:00 p.m. followed by a public meeting.

Carmella Rodriguez: Stated concerns for the lack of mental health support at the hospital and jail.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Hammond: Nothing to report.

Supervisor Hemphill: 1) Informed the Board that there will be a Caltrans meeting on May 25, 2017 pertaining to the long term plan on Highway 395; 2) donated \$500 to the Janesville Elementary School music program; 3) will be attending family night at the Janesville Elementary School on May 10, 2017.

Supervisor Teeter: 1) Attended a Nortech meeting; 2) Sherry Williams, daughter of Bruce Engals, wanted to let the Board know she appreciated the meeting adjournment in her father's name; 3) donated \$500 to the Blue Star Moms.

Supervisor Albaugh: 1) Attended a Regional Council Representatives of California (RCRC) in Tehama County; 2) took a tour of Sierra Pacific Industries and Lucerno Olive Company; 3) there will be a cannabis workshop in June; 4) there will be an informal groundwater meeting in Fall River.

INFORMATION/CONSENT CALENDAR

Supervisor Teeter pulled Item# G6 Road Department. Supervisor Hemphill pulled Item# G7 Planning and Building Services. Supervisor Hammond pulled Item# G8 USDA Forest Services.

Approval of the Consent Agenda

A motion was made by Supervisor Hemphill, seconded by Supervisor Hammond to approve the Consent Agenda as amended. The motion

carried by the following vote:

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

BOARD OF SUPERVISORS

SUPERVISOR ALBAUGH

SUBJECT: Letter from the Board of Supervisors to the Bureau of Land Management, Eagle Lake Field Office, strongly supporting the BLM's use of herbicides to eradicate invasive plants.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve the letter; and 2) authorize the Chairman to sign.

Attachments: [G1 Attachment](#)

This Action Item was approved on the Consent Agenda.

SUPERVISOR TEETER

SUBJECT: Appointments to the Planning and Service Area 2 Area Agency on Aging (PSA 2AAA).

FISCAL IMPACT: None.

ACTION REQUESTED: Make appointment to the following:

1. PSA 2AAA Executive Board
 - a. Government Code Section 6500, Joint Powers Agency.
 - b. At least one member of the Board of Supervisors and an additional appointee, at large, for two regular seats. One alternate will, at large, also be appointed.
 - i. At Large (Vacant) - Candidate Kam Vento.
 - c. Term: At the will of the Board of Supervisors.
2. PSA 2AAA Advisory Council
 - a. Government Code Section 6500, Joint Powers Agency.
 - b. Members selected at large.
 - i. Member (Vacant) for the term ending January 10, 2020 - Candidate Henry Hart.
 - c. Term: Three years.

Attachments: [PSA 2AAA Applications](#)

These Appointments were approved on the Consent Agenda.

ADMINISTRATIVE SERVICES

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for March, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report - March 2017](#)

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting minutes of April 25, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Minutes 4-25-2017](#)

These Minutes were 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 2016 through March 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [Prison Trial Costs](#)

These Reports were received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Honey Lake Valley Resource Conservation District Regular Meeting Agenda for April 26, 2017 at 4:30 p.m.
- b) Honey Lake Valley Resource Conservation District Regular Meeting Agenda for April 26, 2017 at 5:30 p.m.
- c) Lassen County Transportation Commission special meeting agenda for April 24, 2017.
- d) Lassen Transit Service Agency special meeting agenda for April 24, 2017.
- e) Lassen County Behavioral Health Advisory Board meeting agenda for May 8, 2017.
- f) Application for Alcohol Beverage License for Doyle Payless Shell, located at 745-750 Rachel Dr, Doyle, CA 96109.
- g) Planning and Service Area (PSA) 2 Area Agency on Aging Advisory Council Agenda for Friday, April 28, 2017.
- h) Planning and Service Area (PSA) 2 Area Agency on Aging Advisory Council meeting CANCELLED for Friday, April 28, 2017.
- i) Lassen County Transportation Commission meeting agenda for May 8, 2017.
- j) Lassen Transit Service Agency meeting agenda for May 8, 2017.
- k) Lassen County Technical Advisory Committee Meeting revised agenda for May 4, 2017.

Attachments: [Misc Corr](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Lassen County's Fiscal Year (FY) 2017/18 Budget Request to Lassen County Transportation Commission (LCTC).

FISCAL IMPACT: Fiscal Year 2017/18 potential revenue from the Lassen County Transportation Commission to the County Road Fund 122-1221 in the amount of \$154,000, and potential revenue to Lassen Transit Services Agency (LTSA) Admin Fund 128-5701 in the amount \$142,729.

ACTION REQUESTED: 1) Approve FY 2017/18 budget request to the LCTC; 2) authorize Public Works director to submit Budget Request to the LCTC.

Attachments: [doc03843720170501044042](#)

Public Works Director Larry Millar gave information pertaining to the 2017/18 budget request for LCTC. Discussion was held.

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

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

PLANNING AND BUILDING SERVICES

PLANNING AND BUILDING SERVICES

SUBJECT: Make determination of whether the ability to sell liquor at the Shell Gas Station in Doyle, CA (745-750 Rachel Drive Doyle, CA) would serve a public convenience or necessity for purposes of an application for licensure before the department of Alcoholic Beverage Control.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Adopt resolution; and/or 2) Provide direction to staff.

Attachments: [Shell Packet](#)

Planning and Building Services Director Maurice Anderson gave a detailed description of the item. Extensive discussion was held. It was determined that this item would be postponed to the Board of Supervisors meeting held on May 16, 2017.

Supervisor Hammond was recused from 10:12 - 10:26 a.m.

SPEAKERS: Sunny Singh and Sheriff Dean Growdon.

SHERIFF'S DEPARTMENT

USDA FOREST SERVICE

SUBJECT: Patrol Services. 2016-2017 ANNUAL Operating Plan between Lassen County Sheriff's Office and the USDA, Forest Service, Lassen National Forest. Enforcement Agreement# 16-LE-11051360-007.

FISCAL IMPACT: Reimbursement of \$12,000 for Patrol Services on Forest Service lands.

ACTION REQUESTED: 1) Approve the 2016-2017 Cooperative Law Enforcement Agreement, beginning October 1, 2016 and ending September 30, 2017; 2) authorize the Chairman of the Board of Supervisors to sign the Agreement and authorize the Sheriff to sign the Annual Operating Plan for 2016-2017.

Attachments: [SO Attachment](#)

Sheriff Dean Growdon gave a report of the operating plan. Brief discussion was held.

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

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

RECESS: 10:29 a.m. - 10:34 a.m.

ADMINISTRATIVE SERVICES ITEM

HONEY LAKE VALLEY RESOURCE CONSERVATION DISTRICT

SUBJECT: Presentation by the Honey Lake Valley Resource Conservation District about the North Lahontan Basin, Storm Water Resource Plan, planning effort and requesting the Board of Supervisors to consider sending a letter of commitment of county staff attendance and participation in the District's Technical Advisory Committee.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive presentation; and 2) provide direction to staff.

Attachments: [H1 Attachment](#)

District Manager of Honey Lake Valley Resource Conservation District, Northern Lahontan Basin Ian Simms gave a power point presentation on the Storm Water Resource Plan. Discussion was held.

Supervisor Hemphill was absent from: 10:34 a.m. -10:35 a.m.

COUNTY COUNSEL

ASSESSMENT APPEALS

SUBJECT: Assessment Appeals Board.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) provide direction to staff.

Attachments: [AAB](#)

County Counsel Burns gave a detailed explanation of policy and procedures of the Assessment Appeals Board (AAB). Extensive discussion was held. It was determined by the Board, County Counsel Burns would draft a letter to the AAB addressing a procedural change.

CAO Egan was absent from 11:16 a.m. - 11:21 a.m.

SPEAKERS: Assessor Dan Schlueter and Steve Pezzullo.

HEALTH & SOCIAL SERVICES

BEHAVIORAL HEALTH

SUBJECT: Mental Health Matters Month, May 2017 Proclamation.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt the Proclamation declaring May, 2017, Mental Health Matters Month in Lassen County.

Attachments: [BOS BH Mental Health Matters Proclamation](#)

Director of Health and Social Services Melody Brawley gave a detailed presentation regarding Mental Health Matters Month for May 2017. Discussion was held.

SPEAKERS: Carmella Rodriguez.

A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Proclamation be adopted. The motion carried by the following vote:

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

GRANTS AND LOANS

SUBJECT: Resolution Authorizing Closure of Fund 112, Transfer of Positions and Assets to Fund 110, and Creation of Budget Unit 0941 Within Fund 110.

FISCAL IMPACT: There is no impact to County General Fund. Fund 110 has sufficient revenues to sustain the programs formerly associated with Fund 112.

ACTION REQUESTED: 1) Adopt the Resolution authorizing the closure of Fund 112; and 2) the transfer of the staff positions and assets to Fund 110;

and 3) the creation of Budget Unit 0941 within Fund 110.

Attachments: [BOS HSS Closure of Fund 112](#)

Director of Health and Social Services Melody Brawley gave detailed information regarding the different funds. Discussion was held.

A motion was made by Supervisor Teeter, seconded by Supervisor Hammond, that this Resolution No. 17-030 be adopted. The motion carried by the following vote:

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

HEALTH AND SOCIAL SERVICES

SUBJECT: Agreement with County Medical Services Program (CMSP) for \$150,000 to Support a Wellness and Prevention Pilot Project.

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

ACTION REQUESTED: 1) Approve; and 2) authorize the County Administrative Officer to sign the Agreement on behalf of the Board.

Attachments: [BOS HSS CMSP Grant Approval](#)

Director of Health and Social Services Melody Brawley gave information regarding the Agreement with County Medical Services Program. Discussion was held.

SPEAKERS: Carmella Rodriguez.

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

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

SHERIFF'S DEPARTMENT

SHERIFF

SUBJECT: Edward Byrne Memorial Justice Assistance Grant (JAG).

FISCAL IMPACT: Funding (\$206,445) will be used to support the Life Skills Program.

ACTION REQUESTED: Approve a resolution authorizing the County Administrative Officer (CAO) to sign the 2017 Byrne JAG agreement and submit it to the California Board of State and Community Corrections.

Attachments: [Attach 2](#)

Sheriff Dean Growdon gave a brief explanation of the Edward Byrne Memorial Justice Assistance Grant (JAG). Youth Services Officer Lisa Bernard gave a detailed presentation of the grant. Discussion was held.

Supervisor Hammond was absent from: 12:01 p.m. - 12:03 p.m.

A motion was made by Supervisor Hammond, seconded by Supervisor Teeter, that this Resolution No. 17-031 be adopted. The motion carried by the following vote:

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

RECESS: 12:10 p.m. - 1:32 p.m.

PLANNING AND BUILDING SERVICES

PLANNING AND BUILDING

SUBJECT: Resolution authorizing the Department of Planning and Building Services to request criminal record information from the Department of Justice for employment purposes.

FISCAL IMPACT: Impact to the General Fund of approximately \$32 for each request.

ACTION REQUESTED: Adopt.

Attachments: [PB DOJLiveScan5-9-17pckt](#)

Planning and Building Services Director Maurice Anderson gave a detailed report of the item. Discussion was held.

A motion was made by Supervisor Hemphill, seconded by Supervisor Teeter, that this Resolution No. 17-032 be adopted. The motion carried by the following vote:

Aye: 4 - Teeter, Hemphill, Albaugh and Hammond

Absent: 1 - Gallagher

COUNTY COUNSEL

COUNTY CODE

SUBJECT: Review of County Code Titles 10,11 and 13 to identify sections to repeal.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; 2) review code sections; 3) provide direction to staff.

Attachments: [Titles 10,11, and 13](#)

County Counsel Burns discussed several County Code Titles in detail. Discussion was held.

SPEAKERS: Sheriff Dean Growdon, Planning and Building Services Director Maurice Anderson and Public Works Director Larry Millar.

COUNTY ADMINISTRATIVE OFFICE

DEPARTMENT BUDGET PRESENTATIONS

SUBJECT: Set meetings for department budget request presentations
(proposed date of June 6 - 8, 2017).

FISCAL IMPACT: None.

ACTION REQUESTED: Provide direction to staff.

CAO Egan presented dates for the County's full budget presentation. Brief discussion was held.

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: All departments have successfully moved into the 2950 Riverside building.

ADJOURNMENT

There being no further business, the meeting is adjourned at 2:23 p.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board