



# 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*

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Tuesday, November 28, 2017

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### **A. 9:04 A.M. CALL TO ORDER**

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

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

**Excuse:** 0

#### **PUBLIC COMMENT**

None.

#### **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 (if needed).

Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: County of Lassen vs Valenta, Cooper, and High Desert Wolves, et al, Lassen Superior Court Case # 60593.

#### **CLOSED SESSION**

Closed session was held from 9:04 a.m. - 9:43 am.

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond. Also Present: CAO Egan, County Counsel Burns, Deputy Clerk of the Board Yderraga, Deputy CAO Tony Shaw, and Planning and Building Services Director Maurice Anderson. Deputy Director of Facilities Maintenance Peter Heimigner arrived at 9:05 a.m.

Supervisor Hemphill was absent from 9:33 a.m. - 9:34 a.m.

RECESS: 9:43 a.m. - 9:48 a.m.

**9:30 A.M. OPENING CEREMONIES****Pledge of Allegiance and Invocation**

After the flag salute invocation was offered by Supervisor Albaugh.

**ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION**

CAO Egan announced: 1) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: County of Lassen vs Valenta, Cooper, and High Desert Wolves, et al, Lassen Superior Court Case # 60593. No reportable action.

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

**PUBLIC COMMENTS**

Sheriff/Coroner Dean Growdon: Recognized and introduced Corporal Derek Didisse and Deputy Sheriff Scott Ducasse as Lassen County's Officers of the Year.

Kristy Ausmussen: Announced her departure and introduced the new Director of the Big Valley One Stop, Wesley Wadsworth.

Wesley Wadsworth: Introduced himself as the new Director of the Big Valley One Stop.

**UNAGENDIZED REPORTS BY BOARD MEMBERS**

Supervisor Gallagher: 1) Attended the Turkey Trot on Thursday, November 23, 2017; 2) visited the farmer with the dogs in McArthur; 3) will be out of the area the week of December 4, 2017; 4) will be attending a California State Association of Counties (CSAC) the week of December 4, 2017.

Supervisor Teeter: 1) Attended a Honey Lake Valley Authority Pool meeting; 2) attended a Lassen Transit Service Agency (LTSA) meeting; 3) will be attending a CSAC meeting in Sacramento on November 29, 2017.

Supervisor Hammond: 1) Will be attending a Sierra Alliance meeting on December 6, 2017 at Herlong Public Utility District; 2) had a town hall meeting in Standish/Litchfield on November 15, 2017; 3) attended a Belfast Road Community Watch meeting.

Supervisor Hemphill: 1) attended the Nutcracker at the Veterans Hall the weekend of November 24, 2017; 2) thanked the Road Department on a job well

done on Sunnyside Road in Janesville; 3) attended a Planning and Service Area - Area Agency on Aging (PSA 2 AAA) meeting; 4) announced Agriculture Commissioner Craig Hemphill is having his first cancer treatment today and for everyone to keep him in their prayers.

Supervisor Albaugh: 1) Requested to designate \$500 to the Lassen County Arts Council, \$250 to the Providence 4-H and \$1000 to the Big Valley Recreation District; 2) congratulated the Big Valley High School Football team for winning the the Division 8 North Section Championship against Princeton; 3) went to Santa Rosa for Thanksgiving with his family and volunteered their time at Bridges Church helping those who were affected by the fires.

## MATTERS SET FOR TIME CERTAIN

### PROCLAMATION

SUBJECT: Proclamation recognizing Peter Holman (20 years - Sheriff's Office), Don Dilley (15 years - Assessor's Office) and Joseph "Steve" Libke (16 years - Assessor's Office), on their retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

Attachments: [Proclamation 2017 -- Don Dilley2](#)  
[Proclamation 2017 -- Peter Holman2](#)  
[Proclamation 2017 -- Steve Libke2](#)

Supervisor Albaugh presented Proclamations recognizing Peter M. Holman (20 years - Sheriff's Office), Don Dilley (15 years - Assessor's Office) and Joseph "Steve" Libke (16 years - Assessor's Office) on their retirement from Lassen County.

SPEAKERS: Sheriff/Coroner Dean Growdon and Assessor Dan Schlueter.

**A motion was made by Supervisor Hemphill, seconded by Supervisor Hammond, that these Proclamations be adopted. The motion carried by the following vote:**

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

### RECOGNITION COMMITTEE PRESENTATION

SUBJECT: 10 Year Awards: Mary Ann Gollnick (Cooperative Extension). 15 Year Awards: Laura Dennis (Treasurer/Tax Collector) and Sean Baldwin (IT). 20 Year Awards: Jason Langslet (Sheriff's Office).

FISCAL IMPACT: None.

ACTION: Present awards.

Supervisor Albaugh made presentations to: Jason Langslet (20 years - Sheriff's Office), Mary Ann Gollnick (10 years - Cooperative Extension - not present), Laura Dennis (15 years - Treasurer/Tax Collector - not present), and Sean Baldwin (15 years - Information Technology).

SPEAKERS: Captain John Bohl, Assistant to the CAO Julie Morgan and Information Services Supervisor Jason Housel.

10:25 a.m.: RECESS

## **INFORMATION/CONSENT CALENDAR**

Supervisor Gallagher pulled Item# G5 Motor Pool for additional comments.

### **BOARD OF SUPERVISORS**

#### **Approval of the Consent Agenda**

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

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

SUPERVISOR HEMPHILL

SUBJECT: Request to designate: \$500 to Lassen County Arts Council (November 14, 2017).

FISCAL IMPACT: Appropriation is included in the General Fund, Board of Supervisors Fund/Budget Unit No. (100-0011).

ACTION REQUESTED: Approve expenditure.

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

### **AUDITOR'S OFFICE**

REPORT

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of October, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

**Attachments:** [LASSEN COUNTY FUND BALANCES 10-31-2017](#)

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

### **COUNTY CLERK-RECORDER**

MINUTES

SUBJECT: Meeting minutes of November 14, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

**Attachments:** [Draft Meeting Minutes](#)

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

## SHERIFF'S DEPARTMENT

## MOTOR POOL

SUBJECT: Purchase of 8 new vehicles to replace fleet vehicles assigned to Probation, Cooperative Extension, Code Enforcement and Health & Social Services departments. This is a contract price purchase through the State Department of General Services.

FISCAL IMPACT: The total purchase price for all vehicles is \$210,665.24. The purchase will come from the Motor Pool Fund/Budget Unit No. 135-0352.

ACTION REQUESTED: 1) Authorize purchase; and/or 2) provide direction to staff.

Attachments: [SO Motorpool Attach](#)

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

## TREASURER/TAX COLLECTOR

## REPORT

SUBJECT: Treasurer's Investment Report for October, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 10-31-2017](#)

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

## MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen Transit Service Agency Regular Meeting Agenda for Monday, November 13, 2017.
- b) Susanville City Council meeting agenda for November 15, 2017.
- c) Planning and Service Area Agency on Aging Advisory Council (PSA2 AAA) Meeting Conference Call Friday, November 17, 2017.
- d) Planning and Service Area Agency on Aging Advisory Council (PSA2 AAA) Meeting Conference Call Agenda for Friday, November 17, 2017.
- e) Planning and Service Area Agency on Aging Advisory Council (PSA2 AAA) Meeting Agenda for Monday, November 20, 2017.
- f) Lassen County Technical Advisory Committee Meeting Agenda for Thursday, December 7, 2017.

Attachments: [Misc Corr](#)

**These Reports were received and filed on the Consent Agenda.**

## DEPARTMENT REPORTS

## SHERIFF'S DEPARTMENT

## MOTOR POOL

SUBJECT: Tire Bid.

FISCAL IMPACT: Approximately \$40,000 from the Motor Pool Fund/Budget Unit No. 135-0352.

ACTION REQUESTED: 1) Award tire bid to Carlson's Tire Pros and Autos; and/or 2) provide direction to staff.

**Attachments:** [SO Tire Bid](#)

Supervisor Gallagher asked why the bid for tires couldn't be combined with other departments request at one time. Brief discussion was held.

SPEAKERS: Captain Kevin Jones.

Supervisor Hemphill was absent from 10:23 a.m. - 10:24 a.m.

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

**Aye:** 4 - Gallagher, Teeter, Albaugh and Hammond**Absent:** 1 - Hemphill

## ASSESSOR'S OFFICE

## ASSESSOR/TAX COLLECTOR

SUBJECT: Amend the Honey Lake TV (HLTV) Community Service Area No. 1 Fee Ordinance that is codified in Title 15 of the Lassen County Code in order to comport with both changes to Chapter 2.5 of the California Government Code and changes to County procedures.

FISCAL IMPACT: None.

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

**Attachments:** [Assessor-Tax CSA Service Area 1](#)

County Counsel Burns gave a short description of the revised Ordinance that was introduced at the November 14, 2017 meeting. Brief discussion was held.

SPEAKERS: Assessor Dan Schlueter and Treasurer/Tax Collector Nancy Cardenas.

**A motion was made by Supervisor Gallagher, seconded by Supervisor Hammond, that this Ordinance No. 2017-013 be adopted. The motion carried by the following vote:**

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

## BOARD OF SUPERVISORS

## COMMITTEE APPOINTMENTS

SUBJECT: Annual Committee appointments for 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Make appointments to the following Boards, Committees and Commissions:

1. (RCRC) Rural County Representatives of California.
  - a. California Non-Profit Corp.
  - b. One member of Board of Supervisors. One alternate from Board of Supervisors.
2. (RCRC) Golden State Finance Authority.
  - a. Government Code section 6500, Joint Powers Agency.
  - b. One member of Board of Supervisors. One alternate from Board of Supervisors.

**Attachments:** [RCRC Attach Designation of the 2018 GSFA Delegate and Alternate \(1\)](#)  
[RCRC Attach Designation of the 2018 GSFA Delegate and Alternate \(2\)](#)  
[RCRC Attach GSFA Form](#)  
[RCRC Attach RCRC Form \(1\)](#)  
[RCRC Attach RCRC Form \(2\)](#)

Brief discussion was held.

1. (RCRC) Rural County Representatives of California  
**Supervisor Albaugh and Supervisor Teeter as Alternate.**
2. (RCRC) Golden State Finance Authority  
**Supervisor Albaugh and Supervisor Teeter as Alternate.**

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

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

## COUNTY COUNSEL

## COUNTY COUNSEL

SUBJECT: Service and Support Animals.

FISCAL IMPACT: None.

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

**Attachments:** [Coco Attach 1](#)  
[Coco Attach 2](#)

County Counsel Burns gave a detailed report on Service and Support Animals.

Discussion was held.

TITLE 19

SUBJECT: Commercial Cannabis Activity - Title 19

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Update on state rulemaking progress related to commercial cannabis activities; and 2) provide direction to staff.

**Attachments:** [Cannabis attach 1](#)

[Cannabis attach 2](#)

[Cannabis attach 3](#)

County Counsel Burns gave an update to the Board regarding the current progress to commercial cannabis. Extensive discussion was held.

SPEAKERS: Randy Bach, Jason Ingram, Ryan Bach, Levon and Tom Wasson.

#### COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported that he would be attending a CSAC meeting later in the week.

#### ADJOURNMENT

There being no further business, the meeting is adjourned at 12:02 p.m.

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

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

ATTEST:

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