



# 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, December 12, 2017

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### **9:00 A.M. CALL TO ORDER**

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond. Also Present: County Counsel Robert Burns and Deputy Clerk of the Board Michele Yderraga. County Administrative Officer (CAO) Richard Egan arrived at 9:38 a.m.

**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**

County Counsel Burns 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) Employee performance evaluation: County Counsel Robert Burns.

#### **CLOSED SESSION**

Closed session was held from 9:01 a.m. - 9:33 a.m.

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

RECESS: 9:33 a.m. - 9:38 a.m.

#### **9:38 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

County Counsel Burns reported: Employee performance evaluation for County Counsel Robert Burns. No reportable action.

## AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

## PUBLIC COMMENTS

Sheriff/Coroner Dean Growdon: Introduced new employee, Deputy Heather Stewart. Supervisor Hemphill and the Board of Supervisors congratulated Sheriff Growdon on receiving his Masters degree.

Supervisor Albaugh read a poem titled, "Merry Christmas" by Lassen County Poet Laureate Violet Stout.

## UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: 1) There was a neighborhood watch meeting in Westwood two weeks ago and another meeting scheduled for Tuesday, December 12, 2017; 2) attended a California State Association of Counties (CSAC) meeting.  
meeting in Sacramento.

Supervisor Teeter: 1) Attended a CSAC round table and discussed wolves; 2) attended a No Place Like Home workshop; 3) attended a Mental Health Advisory Board meeting; 4) attended a 2-1-1 meeting.

Supervisor Hammond: 1) Attended a marijuana regulatory council meeting; 2) attended a Sierra Alliance meeting and thanked Deputy CAO Tony Shaw for attending; 3) will be having a town hall meeting next month in Doyle.

Supervisor Hemphill: 1) Attended the uptown Christmas celebration on Saturday, December 2, 2017; 2) attended a Lassen County Transportation Commission (LCTC) meeting; 3) attended a Lassen County Local Agency Formation Commission (LAFCo) meeting.

Supervisor Albaugh: 1) Attended a cannabis workshop; 2) was selected to be on the Regional Council Representatives of California (RCRC) Executive Committee; 3) attended a LCTC meeting; 4) reminded everyone of the county Christmas party on Tuesday, December 12, 2017; 5) requested CAO Egan to extend an invitation to HSP Resources for an update on the Herlong properties.

## INFORMATION/CONSENT CALENDAR

Supervisor Albaugh pulled Item# G1 and G3 Supervisor Albaugh, and Item# G4

Travel Authorization for further discussion.

## Approval of the Consent Agenda

**A motion was made by Supervisor Teeter, 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

### BOARD OF SUPERVISORS

#### SUPERVISOR ALBAUGH

SUBJECT: Request to designate: \$500 to Lassen County Arts Council (November 28, 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.**

### COUNTY ADMINISTRATIVE OFFICE

#### PERSONNEL REPORT

SUBJECT: Personnel Movement Report for October, 2017.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

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

### COUNTY CLERK-RECORDER

#### MINUTES

SUBJECT: Meeting minutes of November 28, 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Meeting Minutes](#)

**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 through October 2017.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive and file.

Attachments: [CCC](#)  
[HDSP](#)

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

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Susanville City Council meeting agenda for December 6, 2017.
- b) Susanville City Council meeting agenda for December 6, 2017.  
(REVISED)
- c) Lassen County Architectural Review Committee agenda for December 4, 2017.
- d) Lassen-Plumas-Sierra Community Action Agency Regular Board of Directors Meeting agenda for December 7, 2017.
- e) Lassen County Behavioral Health Advisory Board meeting agenda for December 11, 2017.
- f) State Water Resources Control Board Notice of Opportunity to Comment.
- g) Central Valley Regional Water Quality Control Board Meeting Agenda for Thursday, December 7, 2017 and Friday, December 8, 2017.
- h) Lassen County Planning Commission Regular Agenda for December 6, 2017.
- i) Lassen County Technical Advisory Committee Meeting "Revised Agenda" for Thursday, December 7, 2017.
- j) Honey Lake Valley Resource Conservation District Special Meeting Agenda for December 8, 2017.

Attachments: [Misc Corr](#)

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

#### DEPARTMENT REPORTS

##### BOARD OF SUPERVISORS

##### SUPERVISOR ALBAUGH

SUBJECT: Request to designate: \$250 to Big Valley Recreation District (November 28, 2017).

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

ACTION REQUESTED: Approve expenditure.

Supervisor Albaugh stated that the dollar amount for Big Valley Recreation District was switched with the dollar amount of Item# G3 Providence 4-H.

The designated amount for Big Valley Recreation District is \$1000.

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

**the following vote:**

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

SUPERVISOR ALBAUGH

SUBJECT: Request to designate: \$1000 to Providence 4-H (November 28, 2017).

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

ACTION REQUESTED: Approve expenditure.

This item was discussed with Item# G1.

The correct amount to be designated to the Providence 4-H is \$250.00

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

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

**CHILD SUPPORT SERVICES****TRAVEL AUTHORIZATION**

SUBJECT: Travel authorization for Kelley Cote to attend the National Child Support Enforcement Association Policy Forum, February 14, 2018 to February 18, 2018 in Washington D.C. The total estimated cost of attending the forum is \$2,192.

FISCAL IMPACT: There is no fiscal impact to the General Fund. Costs will be covered with federal and state child support funds. Fund/Budget Unit No. 528-0432.

ACTION REQUESTED: 1) Approve travel; and 2) authorize CAO to sign the travel authorization and report form.

**Attachments:** [DCSS 12.12.17 AGD REQ FORM](#)

Child Support Services Director Kelley Cote gave a brief description of the travel authorization request. Discussion was held.

SPEAKERS: Eileen Spencer.

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

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

**BOARD OF SUPERVISORS****COMMITTEE APPOINTMENTS**

SUBJECT: Annual Committee appointment for 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Make appointment to the following Board, Committee and Commission:

Rural County Representatives of California (RCRC) Environmental Services Joint Powers Agency.

a. Government Code section 6500, Joint Powers Agency.

b. One member of Board of Supervisors. One alternate who is staff from Solid Waste.

**Attachments:** [BOS - Designation of ESJPA Delegates and Alternates for 2018 MEMO](#)  
[BOS - FORM for 2018 ESJPA Delegate and Alternate](#)

Supervisor Albaugh gave a brief update of the current committee appointments for the Rural County Representatives of California Environmental Services Joint Powers Agency. It was recommended to appoint the following:

Delegate: Supervisor Albaugh

1st Alternate: Tom Valentino

2nd Alternate: Paula Wesch

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

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

REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP)

SUBJECT: Discussion and direction to staff regarding fiscal year 2017/2018 Regional Surface Transportation Program (RSTP) Funding request from the Board of Supervisors to the Lassen County Transportation Commission

FISCAL IMPACT: Unknown potential revenue of up to \$129,000 (FY 2016/17 estimate) from the Lassen County Transportation Commission to the County Road Fund/Budget Unit No. 122-1221.

ACTION REQUESTED: Provide direction to staff.

**Attachments:** [H2 Attach](#)

CAO Egan gave a brief update of the Regional Surface Transportation Program. Extensive discussion was held.

SPEAKERS: Executive Secretary Lassen County Transportation Commission  
Matt Boyer, Public Works Director Larry Millar.

## PUBLIC WORKS DEPARTMENT

WESTWOOD ONE STOP

SUBJECT: Rejection of all bids received for the Westwood One Stop.

FISCAL IMPACT: None.

ACTION REQUESTED: Reject all bids submitted on November 9, 2017 for the Westwood One Stop Project.

**Attachments:** [WW One stop attach](#)

Deputy Director of Facilities Maintenance Peter Heimbigner gave a brief update regarding the rejection of all bids for the Westwood One Stop. Discussion was held.

SPEAKERS: Wesley Wadsworth, Eileen Spencer and Director of Health and Social Services Barbara Longo.

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

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

VETERANS MEMORIAL BUILDING / LASSEN FAMILY SERVICES

SUBJECT: Use of Susanville Veterans Memorial Building by Lassen Family Services for Fundraising Event.

FISCAL IMPACT: Loss of revenue in the amount of \$646 from Fund/Budget Unit No. 100-0221.

ACTION REQUESTED: 1) Approve a special reduced use fee of \$374 for use of the Susanville Veterans Memorial Building by Lassen Family Services for a fundraising special event held on October 19th - 21st, 2017; and 2) approve refund for the amount of \$646 to Lassen Family Services from Fund/Budget Unit No. 100-0221.

**Attachments:** [PW Lassen Family Svcs Attach](#)

Deputy Director of Facilities Maintenance Peter Heimbigner gave a report of the request to reduce the fee associated with the Veterans Memorial Building for Lassen Family Services. Brief discussion was held.

Supervisor Teeter was absent from 11:35 a.m. -11:36 a.m.

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

VETERANS MEMORIAL BUILDING / BEST OF BROADWAY 2018

SUBJECT: Use of Susanville Veterans Memorial Building by Lassen County Best of Broadway for the Year 2018 Theatrical Production.

FISCAL IMPACT: Neutral to Fund/Budget Unit No. 100-0221. The proposed user fee is estimated to be same amount as the facility's operational costs to host the event.

ACTION REQUESTED: 1) Consider a special long term use fee in the amount of \$4,630 for use of the Susanville Veterans Memorial Building (SVMB) for a special event by the Lassen County Best of Broadway's (B of B) 2018 theatrical performance; and 2) accept long term use fee upon conclusion of event; and 3) utilize currently adopted short term Application and Use Agreement and User Responsibilities for special event use.

Attachments: [PW SVMB-B of B Agenda Slip](#)

Supervisor Gallagher recused himself and was absent from the board room from 11:37 a.m. - 11:40 a.m.

Deputy Director of Facilities Maintenance Peter Heimbigner gave a report of the request to reduce the fee associated with the Veterans Memorial Building for Best of Broadway. Brief discussion was held.

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

**Aye:** 4 - Teeter, Hemphill, Albaugh and Hammond

**Recuse:** 1 - Gallagher

#### COUNTY ADMINISTRATIVE OFFICE

CAO Egan reported: 1) met with Interim City Administrator Dan Newton regarding sales tax; 2) met with Judge Mallory regarding the Judge's concerns of efficiency and outcomes of justice.

Supervisor Albaugh reminded everyone that the next board meeting is scheduled for December 19, 2017 and the next meeting wouldn't take place until the second Tuesday of January, 2018.

#### ADJOURNMENT

There being no further business, the meeting is adjourned at 11:43 a.m.

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Chairman of the Board of Supervisors

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

ATTEST:

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Michele Yderraga, Deputy Clerk of the Board