



# Lassen County

## Meeting Minutes

### Board of Supervisors

*LASSEN COUNTY SUPERVISORS:*

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

Tuesday, August 14, 2018

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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

Present: Supervisors Gallagher, 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.

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

**Excuse:** 0

#### PUBLIC COMMENT

Alan Schumacher: Discussed the 2018 Lassen County Fair, Diamond Mountain Speedway and the Fair Manager.

Ron Wood: Discussed the beer sales and fees for the Veterans beer booth at the 2018 Lassen County Fair.

Paul Smith: Requested a status update regarding the letter sent to the state pertaining to sanctuary.

Eddie Feller: Read a letter from McCracken Racing.

Rob Allen: Commended Fair Manager Jim Wolcott for a job well done during the races and fair season for 2018. Also stressed the need for additional volunteers during races.

Claire Schumacher: Discussed the Diamond Mountain Speedway.

#### ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following:

- 1) Conference with Legal Counsel: Significant exposure to Litigation Pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (if needed).
- 2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: McFarland vs County of Lassen, Workers Compensation Appeals Board ADJ10858064, ADJ10858065, ADJ10858063.
- 3) Employee performance evaluation: Fair Manager.
- 4) Liability Claim; - Claimant: Matt McFarland, Agency claimed against: Lassen County.

County Counsel Burns stated he would be recusing himself and would be absent for the McFarland matter due to a conflict of interest.

#### CLOSED SESSION

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

Closed session was held from 9:14 a.m. - 9:54 a.m.

Personnel/Risk Analyst Cheryl Douglas, Executive Assistant to the CAO Regina Schaap and Deputy CAO Tony Shaw was present from 9:16 a.m. - 9:25 a.m.

Trindel Claims Adjuster Sarah Haynes was present via teleconference from 9:18 a.m. - 9:25 a.m.

Fair Manager Jim Wolcott was present from 9:26 a.m. - 9:54 a.m.

County Counsel Burns recused himself and was absent from 9:16 a.m. - 9:26 a.m.

RECESS: 9:54 a.m. - 9:58 a.m.

#### 9:58 A.M. OPENING CEREMONIES

##### Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Gallagher.

##### ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced the following:

Closed session will be continued to the end of the meeting.

##### AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Albaugh requested to have the meeting adjourned in memory of Shirley White.

**A motion was made by Supervisor Albaugh, 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

Tom Esgate: Discussed fuel reduction projects in Lassen County.

Kurt Neiman: Discussed Diamond Mountain Speedway in Lassen County.

## MATTERS SET FOR TIME CERTAIN

ALLIANCE FOR WORKFORCE DEVELOPMENT, INC

SUBJECT: Annual Business and Job Seeker service update to Board.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

**Attachments:** [20180808142232589](#)

Business Services Supervisor of the Alliance for Workforce Development, Inc. Terri Hiser-Haynes gave a detailed report of employment in Lassen County and the services Alliance for Workforce Development, Inc. provide. Extensive discussion was held.

ADMINISTRATION

SUBJECT: Presentation by Trindel and approval of Revised and Restated Trindel Insurance Fund Joint Powers Agreement dated May 18, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Approve the Joint Powers Agreement; and 2) authorize the Chairman to sign.

**Attachments:** [180814 Ag Memo - Trindel 1](#)

[Trindel 2](#)

[REVISED 2018 JPA 3](#)

Executive Director of the Trindel Insurance Fund David Nelson gave a power point presentation of the loss prevention services being provided to Lassen County and county employees. Mr. Nelson thanked Personnel/Risk Analyst Cheryl Douglas for her service with Trindel. 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:** 5 - Gallagher, Teeter, Hemphill, Albaugh and Hammond

PROCLAMATION

SUBJECT: Proclamation recognizing Cheryl Douglas (Personnel/Risk Management Department) on her retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

**Attachments:** [Proclamation 2018 -- Cheryl Douglas](#)

Supervisor Gallagher presented a Proclamation to Cheryl Douglas (Personnel/Risk Analyst need to add years of services).

**A motion was made by Supervisor Albaugh, seconded by Supervisor**

**Hammond, that this Proclamation be adopted. The motion carried by the following vote:**

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

ROAD DEPARTMENT

SUBJECT: Update report for Merrillville Road, County Road 226.

FISCAL IMPACT: To be determined.

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

**Attachments:** [PW doc05796120180802131526](#)

Director of Public Works Larry Millar gave an updated report on Merrillville Road, County Road 226. Discussion was held.

SPEAKERS: Rick Gifford, Andy Warren, Merrilee Perez and Larry Rollins.

RECESS: 11:19 a.m. - 11:25 a.m.

#### UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Albaugh: 1) Thanked everyone who participated in the fair. The fair, fairgrounds and programs were good; 2) attended a fire meeting regarding the Whaleback Fire at Jensen Hall; 3) road work will begin on State Route 139; 4) The Hat Fire created a power outage and the Bieber Water District lost their primary well; 5) will be attending a Regional Council Representatives of California (RCRC) meeting on August 15, 2018.

Supervisor Teeter: 1) Attended the Lassen Modoc Adult Education Consortium; 2) attended a Behavioral Health Advisory Board meeting; 3) attended a joint Neighborhood Watch meeting; and 4) attended a Susanville City Council meeting.

Supervisor Hammond: Attended several All California Defense Summit meetings.

Supervisor Hemphill: 1) Attended the first Whaleback Fire meeting; 2) Thanked Sheriff/Coroner Dean Growdon for job well done with the evacuation due to the Whaleback Fire; and 3) attended a Lassen County Local Agency Formation Commission (LAFCo) meeting.

Supervisor Gallagher: 1) Attended several Clear Creek Community Services District (CSD) meetings; 2) attended a Spalding CSD meeting; 3) thanked the Assembly of God for the use of their church the Whaleback Fire for the evacuees; 4) attended the Final Repopulation meeting at Jensen Hall to return the evacuees of the Whaleback Fire to their homes; 5) thanked the Solid Waste Authority for providing free dumping for the residents of Spaulding due to the Whaleback Fire.

#### BOARDS AND COMMISSIONS

LASSEN COUNTY PLANNING COMMISSION

SUBJECT: Consider filling two vacancies on Lassen County Planning

Commission by appointment (terms to expire March 31, 2021).

FISCAL IMPACT: None

ACTION REQUESTED: 1) Appoint John Shaw (District 1); and/or 2) appoint Bill Buckman (District 4); and/or 3) provide direction to staff.

Attachments: [Planning Commission Applicants](#)  
[LC Planning Commission Members](#)

Brief discussion was held.

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

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

MILFORD FIRE DISTRICT

SUBJECT: Consider filling one vacancy on the Milford Fire District Board (term to expire December 6, 2019).

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Appoint Tracie Lee; and/or 2) provide direction to staff.

Attachments: [Milford Fire District Applicant](#)  
[Milford Fire District Members](#)

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

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

## INFORMATION/CONSENT CALENDAR

Supervisor Teeter requested to pull Item# G4 Minutes and Supervisor Albaugh requested to pull Item# G6c Miscellaneous Correspondence for further discussion.

## Approval of the Consent Agenda

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

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

## AUDITOR'S OFFICE

REPORT

SUBJECT: Treasurer's Investment Report for July 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 07-31-2018](#)

**This Report was received and filed on the Consent Agenda.**

#### COUNTY ADMINISTRATIVE OFFICE

##### LETTER OF SUPPORT

SUBJECT: Letter of Support for H.R. 6007 (LaMalfa) to release certain Federal land in Lassen County and throughout California from wilderness study.

FISCAL IMPACT: None.

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

Attachments: [LaMalfa Letter of Support](#)

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

##### PERSONNEL REPORT

SUBJECT: Personnel Movement Report for July, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report](#)

**This Report was received and filed on the Consent Agenda.**

#### TREASURER/TAX COLLECTOR'S OFFICE

##### REPORT

SUBJECT: Treasurer's Investment Report for July 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 07-31-2018](#)

**This Report was received and filed on the Consent Agenda.**

#### DEPARTMENT REPORTS

##### COUNTY CLERK-RECORDER

##### MINUTES

SUBJECT: Meeting minutes of July 24, 2018 and August 6, 2018.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Minutes 2018-08-06Spec](#)

[Draft Minutes 2018-07-24](#)

Supervisor Teeter requested to abstain from the meeting minutes of July 24, 2018 and August 6, 2018.

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

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

**Abstain:** 1 - Teeter

#### MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Planning and Building Services notice of Preparation of a Groundwater Sustainability Plan (GSP) for the Big Valley Groundwater Basin Pursuant to the Sustainable Groundwater Management Act (Water code Section 10720 et seq).
- b) Honey Lake Valley Resource Conservation District special agenda for July 25, 2018.
- c) Honey Lake Valley Resource Conservation District regular meeting minutes for June 27, 2018.
- d) Central Valley Regional Water Quality Control Board Meeting Agenda for August 2, 2018.
- e) Lassen County Technical Advisory Committee Meeting Agenda for August 2, 2018.
- f) Lassen County Planning Commission Regular Agenda for August 1, 2018.
- g) Lassen County Behavioral Health Advisory Board meeting agenda for August 13, 2018.

**Attachments:** [Misc Corr](#)

Supervisor Albaugh suggested that CAO Egan may want to recuse himself from Item# G6c Honey Lake Valley Resource Conservatoin District regular meeting minutes for June 27, 2018. County Counsel Burns explained that this item is a Receive and File.

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

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

#### PLANNING AND BUILDING SERVICES

##### PLANNING

SUBJECT: Consider submittal of a letter to the Department of Water Resources (DWR) commenting on the designation of the Big Valley Groundwater Basin as a medium priority basin pursuant to the Sustainable Groundwater Management Act for the 2018 basin prioritization process.

FISCAL IMPACT: Unknown; the legislation would require preparation of a plan, but a grant may offset some or all costs.

ACTION REQUESTED: 1) Receive report; and 2) consider approval of a comment letter to the DWR.

**Attachments:** [PB BasinPriority 8-14-18 packet](#)

Assistant Planning and Building Services Director Gaylon Norwood gave a brief overview of the letter written to the Department of Water Resources. Discussion was held. Supervisor Albaugh thanked Assistant Planning and Building Services Director Gaylon Norwood, Senior Planner Matt May and Planning and Building Services Maurice Anderson.

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

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

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) updated the board on the budget process and thanked the Department Heads for working with CAO Egan and Assistant to the CAO Julie Morgan; 2) the annual End of Summer employee luncheon will be held on Tuesday, August 28th from 11:30 a.m. - 1:00 p.m.

CLOSED SESSION - CONTINUED

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

Closed session was continued from 11:59 a.m. - 12:32 p.m.

Deputy CAO Tony Shaw and Associate Planner Matt May was present from 12:00 p.m. - 12:32 p.m.

Assistant Planning and Building Services Director Gaylon Norwood was present from 12:01 p.m. - 12:32 p.m.

CAO Egan reported:

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

No reportable action.

2) Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d)(1) of Government Code Section 54956.9: McFarland vs County of Lassen, Workers Compensation Appeals Board ADJ10858064, ADJ10858065, ADJ10858063.

No reportable action.



3) Employee performance evaluation: Fair Manager.

No reportable action.

4) Liability Claim; - Claimant: Matt McFarland, Agency claimed against: Lassen County.

No reportable action.

## ADJOURNMENT

There being no further business, the meeting is adjourned at 12:32 p.m. in memory of Shirley White.

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

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

ATTEST:

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