



Lassen County

Meeting Minutes

Board of Supervisors

LASSEN COUNTY SUPERVISORS:

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

Tuesday, January 15, 2019

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

Excuse: 0

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- 1) Employee performance evaluation: Child Support Services Director.

PUBLIC COMMENT

None.

CLOSED SESSION

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond. Also Present: CAO Egan, County Counsel Burns, Deputy Clerk of the Board Michele Yderraga and Director of Child Support Services Kelley Cote.

Closed session was held from 9:01 a.m. - 9:34 a.m.

A motion was made by Supervisor Gallagher, seconded by Supervisor Albaugh to give the Director of Child Support Services an excellent employee evaluation. The motion carried by the following vote:

Aye 5 - Supervisor Gallagher, Teeter, Albaugh, Hammond and Hemphill.

RECESS: 9:34 a.m. - 9:40 a.m.

9:30 A.M. OPENING CEREMONIES

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Hemphill.

ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced the following:

- 1) Employee performance evaluation: Child Support Services Director.

The Director of Child Support Services unanimously received an excellent evaluation.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

County Counsel Burns informed the Board Matt McFarland would not be present to accept his Proclamation and wished to reschedule for a later date.

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

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

PUBLIC COMMENTS

Office of Emergency Services (OES) Chief Mark Rotlisberger: Gave a brief update to the Board regarding the Southern Cascades meeting he attended. OES Chief Rotlisberger also discussed SEMSA, air methods and re-negotiations with Mayers Memorial Hospital and Modoc Medical Center. Discussion was held.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Albaugh: 1) Wasn't able to attend the Southern Cascades meeting; 2) will be attending a Regional Council Representatives of California (RCRC) meeting in Sacramento on January 16, 2019; 3) reminded everyone of the annual crab feed in Big Valley being held on January 29, 2019; 4) requested to adjourn the meeting in memory of Susan Hauser.

Supervisor Teeter: Spoke to Ralph Diaz from California Department of Corrections and Rehabilitation (CDCR) regarding the contract with Morning Glory, Inc.

Supervisor Gallagher: 1) Requested to donate \$500 from discretionary funds to Lassen Land and Trails Trust for the trail run to be held on May 11, 2019. 2) requested to purchase seven (7) neighborhood watch signs for Westwood.

Supervisor Hammond: 1) Will be attending a neighborhood watch meeting at 6:00 p.m. in Leavitt Lake on January 16, 2019; 2) will be attending a Sierra Alliance meeting on January 17, 2019; 3) there will be a Highway 395 meeting with Washoe County in the near future.

Supervisor Hemphill: 1) Will be in Milford next week at the Milford Community Association; 2) attending a Lassen County Transportation Commission (LCTC)

meeting; 3) will be having a townhall meeting at the Janesville Fire Hall. A date was not given.

INFORMATION/CONSENT CALENDAR

COUNTY ADMINISTRATIVE OFFICE

Approval of the Consent Agenda

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

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

PERSONNEL REPORT

SUBJECT: Personnel Movement Report for November, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [Personnel Report Attach](#)

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting minutes of January 8, 2019.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [Draft Minutes](#)

These Minutes were approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

PORTFOLIO

SUBJECT: Treasurer's Investment Report for December 31, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 12-31-2018](#)

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

a) Lassen County Architectural Review Committee Special Meeting Agenda for January 10, 2019.

b) Lassen County Behavioral Health Advisory Board meeting agenda for

January 14, 2019.

Attachments: [20190111123612413](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

AUDITOR'S OFFICE

FUND CASH BALANCES

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of December 31, 2018.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 12-31-2018](#)

Supervisor Albaugh stated he meant to pull Item# G5 - Portfolio. Supervisor Albaugh briefly discussed current interest rates.

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

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

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Sixth Amendment to Agreement between Lassen County and Morrison

Structures, Inc. - Long Valley Creek Bridges 7C-12 and 7C-81.

FISCAL IMPACT: The additional cost for this Sixth Amendment is \$88,470 which makes the maximum amount payable under this multi-year contract \$306,770. Funding is available in the Road Construction Fund/Budget Unit No. 122-1222 where Highway Bridge Funding is available for reimbursement.

ACTION REQUESTED: 1) Approve the Sixth Amendment with Morrison Structures, Inc.; and 2) authorize the Public Works Director to sign.

Attachments: [PW Road Attach](#)

Director of Public Works Larry Millar gave a brief overview of the amendment to the contract and explained to the Board there were some language changes as the first set design was from 2013. Director of Public Works Millar also discussed the current bridge design and all right of ways have been acquired. 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 - Hemphill, Teeter, Albaugh, Gallagher and Hammond

MATTERS SET FOR TIME CERTAIN**PROCLAMATION**

SUBJECT: Proclamation recognizing Matthew McFarland (Sheriff's Office) and Sherry Bennett (Sheriff's Office) on their retirement from Lassen County.

FISCAL IMPACT: None.

ACTION: Adopt.

Attachments: [Proclamation 2019 -- Sherry Bennett](#)

[Proclamation 2019 -- Matt McFarland](#)

Supervisor Hemphill presented a Proclamation recognizing Sherry Bennett (Sheriff's Office) on her retirement from Lassen County.

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

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

RECOGNITION COMMITTEE PRESENTATION

SUBJECT: 15 Years: David Woginrich (Sheriff's Office); 20 Years: Maurice Anderson (Planning and Building) and Angela Lewis (Sheriff's Office); 25 Years: Dean Growdon (Sheriff's Office); 30 Years: Jeff Nelson (Road Department).

FISCAL IMPACT: None.

ACTION REQUESTED: Present Awards.

Supervisor Hemphill thanked the Recognition Committee and recognized the following employees:

15 Years: David Woginrich (Sheriff's Office); 20 Years: Maurice Anderson (Planning and Building - not present); 25 Years: Dean Growdon (Sheriff's Office); 30 Years: Jeff Nelson (Road Department).

10:05 a.m.: JUNIOR FAIR BOARD

SUBJECT: Junior Fair Board introduction and presentation.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive presentation.

The members of the Lassen County Junior Fair Board gave a power point presentation discussing the functions and duties of the Junior Fair Board. Brief discussion was held.

SPEAKERS: Taylor Shannon, Destiny Withrow, Gracie Claypool, Christina West-Lucchesi, Erin Nickell, Holly Mueller and Lassen County Fair Manager Jim Wolcott.

No action required.

RECESS: 10:40 a.m. - 10:49 a.m.

DEPARTMENT REPORTS - CONTINUED

BOARD OF SUPERVISORS

COMMITTEE APPOINTMENTS

SUBJECT: Annual Committee appointment for 2019.

FISCAL IMPACT: None.

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

1. Susanville Veterans Memorial Building Task Force
 - a. Resolution 09-057; Minute Order of October 13, 2009.
 - b. Multiple.

- 1) Board of Supervisors
 - i. Primary (reappointment, Supervisor Hemphill).
 - ii. Alternate (vacant, a nominee by the City of Susanville).

- 2) Blue Star Mothers of America
 - i. Primary (reappointment, Christine Boyd).
 - ii. Alternate (reappointment, Tricia Deutsch).

- 3) Marine Corps League
 - i. Primary (Vacant).
 - ii. Alternate (Vacant).

- 4) Veterans of Foreign Wars
 - i. Primary (reappointment, Jim Dandois).
 - ii. Alternate (reappointment, Ron Wood).

- 5) Veterans Auxiliary Groups
 - i. Primary (reappointment, Lola Ramey).
 - ii. Alternate (reappointment, Denise Piazza).

- 6) Public-at-Large
 - i. Primary (reappointment, Geoff Pregill).
 - ii. Alternate (Vacant).

- 7) Lassen County Veterans Service Officer
 - i. Primary - Veteran Services Officer.
 - ii. Alternate - Designee of VSO.

- 8) Lassen County Director of Public Works
 - i. Primary - Director of Public Works.

ii. Alternate - Designee of Director.

9) American Legion

i. Primary (reappointment, John Wilczynski).

ii. Alternate (reappointment, Larry Rogers).

2. 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.

County Counsel Burns explained to the Board if there were not going to be any changes to the appointees of the Susanville Veterans Memorial Building Task Force the Board could approve the item as a in its entirety rather than individually naming each Board, Committee or Commission.

1. Susanville Veterans Memorial Building Task Force

a. Resolution 09-057; Minute Order of October 13, 2009.

b. Multiple.

1) Board of Supervisors

i. Primary (reappointment, Supervisor Hemphill).

ii. Alternate (vacant, a nominee by the City of Susanville).

(P) Hemphill, (A) nominee by the City of Susanville

2) Blue Star Mothers of America

i. Primary (reappointment, Christine Boyd).

ii. Alternate (reappointment, Tricia Deutsch).

(P) Christine Boyd, (A) Tricia Deutsch

3) Marine Corps League

i. Primary (Vacant).

ii. Alternate (Vacant).

(P) Vacant, (A) Vacant

4) Veterans of Foreign Wars

i. Primary (reappointment, Jim Dandois).

ii. Alternate (reappointment, Ron Wood).

(P) Jim Dandois, (A) Ron Wood

5) Veterans Auxiliary Groups

i. Primary (reappointment, Lola Ramey).

ii. Alternate (reappointment, Denise Piazza).

(P) Lola Ramey, (A) Denise Piazza

6) Public-at-Large

i. Primary (reappointment, Geoff Pregill).

ii. Alternate (Vacant).

(P) Geoff Pregill, (A) Vacant

7) Lassen County Veterans Service Officer (VSO)

i. Primary - Veteran Services Officer.

ii. Alternate - Designee of VSO.

(P) Chris Mancebo (VSO), (A) Designee of VSO

8) Lassen County Director of Public Works

i. Primary - Director of Public Works.

ii. Alternate - Designee of Director.

(P) Larry Millar, (A) Designee of Director

9) American Legion

i. Primary (reappointment, John Wilczynski).

ii. Alternate (reappointment, Larry Rogers).

(A) John Wilczynski, (A) Larry Rogers

**2. 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.

(P) Supervisor Albaugh, (A) Solid Waste designee

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

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

BOARD OF SUPERVISORS RULES OF NOTICE AND PROCEDURE

SUBJECT: Annual Review of Board's Rules of Notice and Procedure.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Review and discuss proposed changes to rules of notice and procedure; and/or 2) provide direction to staff.

Attachments: [RosenbergText_2011](#)

[18-024](#)

County Counsel Burns gave a brief overview of the Board of Supervisors Rules of Notice and Procedure and asked if the Board would like to add or make changes. The Board directed County Counsel Burns to incorporate Rosenberg's Rules of Order into the Lassen County Board of Supervisors Rules of Notice and Procedure.

No action required.

AUDITOR'S OFFICE

BIG VALLEY FIRE PROTECTION DISTRICT BI-ANNUAL AUDIT REQUEST

SUBJECT: Big Valley Fire Protection District is requesting to go from an Annual Audit to a Bi-Annual Audit.

FISCAL IMPACT: Savings over the cost of two annual audits.

ACTION REQUESTED: Approve Big Valley Fire Protection District's request to go to a Bi-Annual Audit as allowed under Government Code Section 26909 (b)(1) to be reviewed on a 2 year cycle and authorize the County Auditor to revoke if needed. (Requires unanimous vote.)

Attachments: [AudScans20190110094240](#)

Auditor Diana Wemple informed the Board that currently the Big Valley Fire Protection District (BVFPD) had their annual audits completed for Fiscal Years 2015/16 & 2016/17. Auditor Wemple requested to have bi-annual audits for this District and stated it could save the BVFPD 20% - 25% savings. Discussion was held.

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

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

AGRICULTURAL COMMISSIONER

CROP REPORT

SUBJECT: 2017 Lassen County Crop Report.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive Report.

Attachments: [AGRICULTURE-CROPREPORT-WEB](#)

Agriculture (AG) Commissioner Craig Hemphill gave a presentation of the 2017 Crop and Livestock report and briefly discussed weeds, alfalfa and wild rice. Cheryl Lauritsen from the Agriculture Department also discussed livestock and wolves. Brief discussion was held.

No action required.

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) Will be inviting Mr. Spiess to discuss current issues in North County regarding ambulance Service; 2) attended a California State Association of Counties Excess Insurance authority (CSAC EIA) meeting.

COUNTY COUNSEL

CORRESPONDENCE

SUBJECT: Public Records Act request made to the Department of Water Resources.

FISCAL IMPACT: None.
ACTION REQUESTED: None.

Attachments: [I1 Attach](#)

No action required.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:27 a.m. in memory of Susan Hauser.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board