



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, September 17, 2019

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

A. 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

PUBLIC COMMENT

Sarah Surgeon: Discussed In-Home Supportive Services (IHSS).
Buffy Pribble: Discussed IHSS.
Calvin Snyder: Discussed IHSS.
Lila Camacho: Discussed IHSS.
Millie Martinez: Discussed IHSS.
Tiffany Yanez: Discussed IHSS.
Laticia Sanchez: Discussed IHSS.
Gary Bridges: Spoke on behalf of Fair Manager Jim Wolcott.
Clayton Raposa: Stated he would speak at the next Public Comment.
Jared Williams: Discussed IHSS.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

- 1) Employee performance evaluation: Fair Manager.
- 2) Public employee discipline/dismissal/release.

CLOSED SESSION

Closed session was held from 9:19 a.m. - 9:56 a.m.

Present: Supervisors Gallagher, Teeter, Hemphill, Albaugh and Hammond. Also
Present: CAO Egan, Deputy CAO Tony Shaw, County Counsel Burns and

Deputy Clerk of the Board Yderraga.

Fair Manager Jim Wolcott was present from 9:39 a.m. - 9:50 a.m.

RECESS: 9:56 a.m. - 10:01 a.m.

10:01 A.M. OPENING CEREMONIES

ANNOUNCEMENT OF THE ITEMS DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

- 1) Employee performance evaluation: Fair Manager.

No reportable action.

- 2) Public employee discipline/dismissal/release.

No reportable action.

MATTERS SET FOR TIME CERTAIN

SIERRA ARMY DEPOT

SUBJECT: Receive report from LTC. LG. Russell E. Henry regarding operations at Sierra Army Depot.

FISCAL IMPACT: None.

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

LTC Russell E. Henry introduced himself as the new Commanding Officer for the Sierra Army Depot and gave a detailed presentation on his background in military, his family and recent move to Nevada. LTC Henry also discussed Sierra Army Depot and it's workforce. Brief discussion was held. LTC Henry proceeded to lead the meeting in the flag salute.

Pledge of Allegiance and Invocation

After the flag salute invocation was offered by Supervisor Hemphill.

PUBLIC COMMENTS

Plumas National Forest: Ranger District and Agency Manager Matt Jedra introduced speakers who would be updating the Board on the Walker Fire. Forest Supervisor Chris Carlton gave a brief background of his experience and discussed the fire crews and the current status of the Walker Fire. Incident Manager Jay Kurth discussed the teams that worked on the Walker Fire, the fire fighters that were injured and the statistics of the Walker Fire. Gary Bridges asked if there would be replanting of trees. Mr. Jedra stated there would be replanting. Discussion was held.

Ron Wood: Veterans of Foreign Wars (VFW). Requested the Board to prepare

a resolution for Veterans Day and gave a brief update on the Veterans Breakfast. Mr. Wood also informed the Board the VFW raised and donated \$1700 to different groups in the community.

Supervisor Gallagher was absent from 10:35 a.m. - 10:38 a.m.

Supervisor Hammond was absent from 10:41 a.m. - 10:43 a.m.

MATTERS SET FOR TIME CERTAIN

CALIFORNIA CANNABIS AUTHORITY

SUBJECT: Presentation by the California Cannabis Authority, a joint powers authority established by county governments to develop and manage statewide data into one resource to help local governments ensure maximum regulatory and tax compliance from commercial cannabis activity.

FISCAL IMPACT: To be determined.

ACTION REQUESTED: Receive presentation and provide direction to staff.

Attachments: [California Cannabis Authority LASSEN COUNTY 9-6-19](#)

Cara Martinson from California Cannabis Authority (CCA) introduced herself and gave a power point presentation on behalf of California Cannabis Authority to discuss the organization and how it was created for local jurisdictions venturing into commercial cannabis activity and regulations. Ms. Martinson also discussed the software being used by CCA, fee and program structure, and other counties that are participating. Extensive discussion was held.

SPEAKERS: Treasurer/Tax Collector Nancy Cardenas, Sheriff/Coroner Dean Growdon, Curtis Bortle.

CAO Egan was absent from 10:55 a.m. - 10:57 a.m.

Supervisor Gallagher was absent from 11:02 a.m. - 11:48 a.m.

RECESS: 11:24 a.m. - 11:30 a.m.

PUBLIC COMMENTS - CONTINUED

Clayton Raposa: Discussed IHSS.
Autumn fields: Discussed IHSS.
Petra Diaz: Discussed IHSS.
Ulyssa Valenzuela: Discussed IHSS.
Leticia Sanchez: Discussed IHSS.
Madeline Coffman: Discussed IHSS.
Calvin Snyder: Discussed IHSS.
Buffy Priddle: Discussed IHSS.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Supervisor Gallagher stated Item# G2 - Supervisor Teeter was incorrect. The request is from Supervisor Gallagher and requested to have it corrected.

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

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

INFORMATION/CONSENT CALENDAR

Supervisor Gallagher requested to pull Item# G3 - Minutes; Supervisor Albaugh requested to pull Item# G7 - Memorandum of Understanding - Truancy Program, Item# G9 - Parties of Interest Searches, and Item# G10 - 2020-2024 Tax Sales.

Approval of the Consent Agenda

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

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

BOARD OF SUPERVISORS

SUPERVISOR GALLAGHER

SUBJECT: Request to designate: \$300 to the Susanville Symphony.

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 AND TREASURER DEPARTMENTS

REPORT

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of August 31, 2019.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 8-31-19](#)

This Report was received and filed on the Consent Agenda.

MEMORANDUM OF UNDERSTANDING (MOU) BUTTE COUNTY

SUBJECT: Memorandum of Understanding between Lassen County and Butte County for detained juveniles in Juvenile Hall. The Agreement with this county has a daily rate of \$110 for detained minors and \$120 for youth commitments to the Camp Condor program.

FISCAL IMPACT: Expenditure to Probation Fund/Budget Unit No. 145-0561.

ACTION REQUESTED: 1) Approve the MOU for Fiscal Year 2019/2020 between the above agencies; and 2) authorize the County Administrative Officer to sign.

Attachments: [Prob jdf Placement Butte Attach](#)

This Action Item was approved on the Consent Agenda.

AGREEMENT- NEVADA COUNTY

SUBJECT: Agreement between Lassen County and Nevada County for detained juveniles in Juvenile Hall. The agreement with this county has a daily rate of \$100 for detained minors.

FISCAL IMPACT: Expenditure to Probation Fund/Budget Unit No. 145-0561.

ACTION REQUESTED: 1) Approve the Agreement for Fiscal Year 2019/2020 between the above agencies; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [Prob jdf Placement Nevada Attach](#)

This Action Item was approved on the Consent Agenda.

AGREEMENT - SHASTA COUNTY

SUBJECT: Agreement between Lassen County and Shasta County for detained juveniles in Juvenile Hall. The agreement with this county have a daily rate of \$115 for detained minors.

FISCAL IMPACT: Expenditure to Probation Fund/Budget Unit No. 145-0561.

ACTION REQUESTED: 1) Approve the Agreement for Fiscal Year 2019/2020 between the above agencies; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [Prob jdf Placement Shasta Attach](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

REPORT

SUBJECT: Treasurer's Investment Report for August 31, 2019.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 8-31-19](#)

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

a) Lassen County Technical Advisory Committee Meeting Agenda for September 5, 2019.

Attachments: [Misc Corr](#)

This Report was received and filed on the Consent Agenda.

DEPARTMENT REPORTS

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of September 10, 2019.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

Supervisor Gallagher stated the Unagendized Reports read incorrect. The \$300 donation from discretionary funds to the Susanville Symphony is from Supervisor Gallagher, not Supervisor Teeter as the Minutes state.

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

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

PROBATION DEPARTMENT

MEMORANDUM OF UNDERSTANDING - TRUANCY PROGRAM

SUBJECT: Memorandum of Understanding (MOU) between the Fort Sage Unified, Lassen County Office of Education, Susanville School District, Westwood Unified School District and the Lassen County Probation Department for the Truancy Reduction Program.

FISCAL IMPACT: Revenue agreement for Probation Fund/Budget Unit No. 145-0561 of \$31,500.

ACTION REQUESTED: 1) Approve the MOU for Fiscal Year 2019/2020 between the above agencies; and 2) authorize the County Administrative Officer to sign.

Attachments: [Prob truancy mou attach](#)

Supervisor Albaugh asked if any changes had been made with Big Valley Jr. Sr. High School (BVHS) and why they opted out of the truancy program. Chief Probation Officer Jennifer Branning stated that the same issues in the past are still present. Officer Branning explained that BVHS opts in every 3 - 4 years and will track attendance, but eventually the tracking decreases. Officer Branning also discussed the interaction with the parents and students that attend BVHS. 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

TREASURER/TAX COLLECTOR

PARTIES OF INTEREST SEARCHES

SUBJECT: Parties of Interest Searches for the 2020-2024 Tax Sales.

FISCAL IMPACT: \$10,000 per year budgeted out of Fund/Budget Unit No. 137-0073.

ACTION REQUESTED: 1) Approve contract and direct CAO to sign; and 2) authorize the County Administrative Officer to execute the contract.

Attachments: [Tax Coll Tax Sales Attach](#)

Supervisor Albaugh stated that his question also pertained to Item# G10 - 2020-2024 Tax Sales and asked if these services were worth the money. Treasurer/Tax Collector Nancy Cardenas stated that the services were worth the cost because she has to do parties of interest search to give the owner the opportunity to pay back taxes and to inform them if the property sells for more than back taxes. Brief discussion was held. Supervisor Hemphill stated the motion would also carry for Item# G10 - 2020-2024 Tax Sales.

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

2020-2024 TAX SALES

SUBJECT: Contract with Bid4Assets to sell tax defaulted properties on line for the 2020-2024 tax sales.

FISCAL IMPACT: \$10,000 per year budgeted out of Fund/Budget Unit No. 137-0073 and 100-0073.

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

Attachments: [doc08246420190909103530](#)

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

PUBLIC WORKS DEPARTMENT

ECORP CONSULTING

SUBJECT: Agreement with ECORP Consulting, Inc. for Fredonyer Butte Trail System Project.

FISCAL IMPACT: Consultant costs will be funded by Lassen National Forest.

ACTION REQUESTED: 1) Approve Agreement with ECORP Consulting, Inc.

to perform an environmental assessment for the future construction of Fredonyer Butte trails; and 2) authorize the Public Works Director to sign.

Attachments: [Ecorp Attach](#)

Deputy Director of Facilities Maintenance Peter Heimbigner stated that this project is the Fredonyer Butte Trail System Project and introduced the Trail Coordinator Matt McLain. Director Heimbigner stated that he has been working on this project with the United States Forest Service (USFS) and has recently received a grant to continue with the project. Discussion was held.

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

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

PROBATION DEPARTMENT

RECLASSIFICATION

SUBJECT: Job Descriptions of Juvenile Hall Counselor Positions and Reclassification of Clerical Positions within the Probation department.

FISCAL IMPACT: No net fiscal impact, positions shifting from Juvenile Hall Fund/Budget Unit No.145-0562 to Probation Fund/Budget Unit No.145-0561. The Probation Technician has a one-step salary increase from a Range UPEC 12 to Range United Public Employees of California (UPEC) 13 in the amount of \$1,400.25.

ACTION REQUESTED: Approve.

Attachments: [Prob JDF Reclass Attach](#)

Chief Probation Officer Jennifer Branning informed the Board due to the Juvenile Hall closure all Juvenile Hall Counselors would need to be re-classified and re-titled. Chief Branning also gave a brief update of the changes to the Probation Technicians and Probation Clerks. Discussion was held.

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

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

COUNTY COUNSEL

ORDINANCE AMENDING TITLE 11.14

SUBJECT: Amendment to Title 11 - County Emergency Organization.

FISCAL IMPACT: None.

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

Attachments: [Emergency Services Ordinance](#)

County Counsel Burns informed the Board that this ordinance was on the agenda and adopted at the Board of Supervisors meeting held on September 10, 2019. County Counsel Burns explained to the Board that the ordinance needed to be re-agendized for adoption at the Board of Supervisors meeting held for today, September 17, 2019, as this was the date the ordinance was published in the newspaper. County Counsel Burns informed the Board that this ordinance would not take affect until today if the Board chooses to adopt. The ordinance number would read as 2019-09A.

A motion was made by Supervisor Hammond, seconded by Supervisor Teeter, that this Ordinance No. 2019-09A be adopted. The motion carried by the following vote:

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

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Albaugh: 1) Will be attending a Regional Council Representatives of California (RCRC) meeting in Lake Tahoe next week; 2) announced that Governor Newsom signed State Assembly Bill AB273 prohibiting fur trapping and requested a letter of opposition to be sent. Brief discussion was held.

Supervisor Hammond: Will be absent at the Board of Supervisors meeting to be held on September 24, 2019.

Supervisor Gallagher: No report out.

Supervisor Teeter: No report out.

Supervisor Hemphill: No report out.

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported that he attended the Walker Fire camp briefing with Office of Emergency Services Chief Mark Rotlisberger and County Counsel Burns. He recommended to visit their camp.

ADJOURNMENT

There being no further business, the meeting is adjourned at 12:21 p.m.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board