



Lassen County

Meeting Minutes Board of Supervisors

LASSEN COUNTY SUPERVISORS:

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

Tuesday, October 12, 2021

9:00 AM

Board Chambers
707 Nevada Street
Susanville, CA 96130

9:00 A.M. CALL TO ORDER

Present: Supervisors Gallagher, Bridges, Hemphill, and Albaugh. Also present: County Administrative Officer (CAO) Richard Egan, County Counsel Amanda Uhrhammer, and Deputy Clerk of the Board Michele Yderraga.

Supervisor Hammond was absent by prearrangement.

Present: 4 - Chris Gallagher, Gary Bridges, Jeff Hemphill and Aaron Albaugh

Absent: 1 - Tom Hammond

Excuse: 0

PUBLIC COMMENT

Donald Moose: Informed the Board the annual veterans parade would be taking place on November 11, 2021, and would be having a fire fighters/law enforcement award ceremony on November 17, 2021. Requested a Supervisor to attend to both ceremonies.

Ron Wood: District Commander of the Veterans of Foreign Affairs (VFW) discussed parking at the Veterans Memorial Hall.

Carol Ancona: Discussed commercial cannabis.

ANNOUNCEMENT OF THE ITEMS TO BE DISCUSSED IN CLOSED SESSION

CAO Egan announced the following closed session items:

1) Conference with Labor Negotiator Richard Egan: The Board convenes as Lassen County In-Home Supportive Services Public Authority for discussion with Richard Egan regarding Service Employees International Union (SEIU) Local 2015, on labor negotiations. The Board reconvenes as the Board of Supervisors.

CLOSED SESSION

Closed session was held from 9:14 a.m. - 9:36 a.m.

Present: Supervisors Albaugh, Gallagher, Bridges, and Hemphill. Also present: CAO Egan, County Counsel Uhrhammer, Deputy Clerk of the Board Yderraga, Deputy CAO Tony Shaw, and Personnel/Risk Analyst Regina Schaap.

Sherriff/Coroner Dean Growden was present from 9:16 a.m. - 9:35 a.m. via teleconference.

RECESS: 9:36 a.m. - 9:40 a.m.

9:40 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

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No reportable action.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

County Counsel Uhrhammer requested the Board to pull Item# H3 - Building Services.

Supervisor Albaugh requested to adjourn the meeting in memory of Ernie Bruce and Ellen Yusta.

PUBLIC COMMENTS

None.

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Gallagher: Went hunting in Nevada.

Supervisor Hemphill: 1) Requested to have a town hall meeting the end of October in Janesville; 2) requested to agendize Lassen County's policy on COVID vaccinations for staff.

Supervisor Bridges: 1) Attended a Big Valley Groundwater Advisory Committee (BVAC) meeting; 2) will be attending another meeting for BVAC next week in Adin.

Supervisor Albaugh: 1) BVAC has to do a 30 day public viewing of the Groundwater Sustainability (GSP) Plan; 2) thanked the Lassen County Office of Education and recognized Ellen Yusta who passed away; 3) will be attending a Rural County Representatives of California (RCRC) meeting in Monterey, California; 4) briefly discussed the Senate Bill 552; 5) discussed redistricting.

BOARDS AND COMMISSIONS**LAKE FOREST FIRE PROTECTION DISTRICT**

SUBJECT: Vacancy on the Lake Forest FPD created by the expiration of appointed term.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider appointing applicant, term ending 12/26/2024. (Jon Cross).

Attachments: [Appoint Attach](#)

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

INFORMATION/CONSENT CALENDAR

Supervisor Gallagher pulled Item# G4 - Heavy Duty Truck Purchase; Supervisor Albaugh pulled Item# G6 - Administration, Item# G8 - Vacation Compensation, and Item# G2 - Grant Agreement.

Approval of the Consent Agenda

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

AUDITOR'S OFFICE**FUND CASH BALANCES**

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of August, 2021.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 8-31-2021](#)

This Action Item was approved on the Consent Agenda.

HEALTH AND SOCIAL SERVICES**BEHAVIORAL HEALTH**

SUBJECT: Performance Agreement #21-10088 with Department of Health

Care Services for Fiscal Years 2021 - 2024.

FISCAL IMPACT: There is no Fiscal Impact, this is a Zero Dollar Agreement.

ACTION REQUESTED: 1) Approve the Agreement; and 2) authorize the County Administrative Officer to execute the Agreement.

Attachments: [BOS BH Performance Agreement #21-10088 10.12.21](#)

This Action Item was approved on the Consent Agenda.

PLANNING AND BUILDING SERVICES

COUNTY SURVEYOR

SUBJECT: Resolution to approve Parcel Map No. 2021-002 for Stephen and Shannon Miller, husband and wife as joint tenants, being a proposed division of land that is located in a portion of Section 2, Township 28 North, Range 13 East, Mount Diablo Base and Meridian in Lassen County, California.

FISCAL IMPACT: None.

ACTION REQUESTED: Adopt resolution.

Attachments: [PBS Surveyor 10-12-21 BOS Attach](#)

This Action Item was approved on the Consent Agenda.

CONTRACT AMENDMENT

SUBJECT: The Sheriff's Office is requesting to amend our contract with Wellpath to increase the hours by .20 FTE to the Mental Health Practitioner at the Lassen County Jail.

FISCAL IMPACT: Additional cost of \$35,280 has already been included in the budget for fiscal year 2021-2022.

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

Attachments: [SO Contract Amend Attach](#)

This Action Item was approved on the Consent Agenda.

TREASURER/TAX COLLECTOR

PORTFOLIO

SUBJECT: Treasurer's Investment Report for August, 2021.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 8-31-2021](#)

This Report was received and filed on the Consent Agenda.

MISCELLANEOUS CORRESPONDENCE ITEMS

ACTION REQUESTED: Receive and file the following correspondence:

- a) Lassen County Behavioral Health Advisory Board meeting agenda for October 18, 2021.
- b) Lassen Local Agency Formation Commission (LAFCo) Regular Meeting agenda for October 18, 2021.
- c) Lassen County Planning Commission Meeting agenda for October 5, 2021.
- d) Big Valley Groundwater Basin Advisory Committee Meeting agenda for October 6, 2021.

Attachments: [MISC CORR](#)

This Report was received and filed on the Consent Agenda.

DEPARTMENT REPORTS

FAIR

GRANT AGREEMENT

SUBJECT: Public Safety Power Shutoff (PSPS) Mitigation Grant. Authorize Chair to execute grant agreement with California Department of Food and Agriculture for the County to receive funding of \$66,521.78 for the CalOES Public Safety Power Shutoff Resiliency Allocation which will fund the project of installing automatic transfer switches, docking stations, and generators to the administration building, commercial building, and the eastern restroom complex.

FISCAL IMPACT: None.

ACTION REQUESTED: Authorize Chairman to sign grant agreement.

Attachments: [Fair Attach](#)

Fair Manager Kaitlyn Downing stated she did a walk through of four buildings and chose the administrative building for the grant. Brief discussion was held.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

SHERIFF'S DEPARTMENT

HEAVY DUTY TRUCK PURCHASE

SUBJECT: Requesting Waiver of County procurement policy and the purchase of a heavy-duty truck.

FISCAL IMPACT: No fiscal impact to General Fund.

ACTION REQUESTED: 1) Approve waiver of procurement policy to waive the formal advertised bidding process; and 2) authorize the purchase of the heavy-duty truck for the amount of \$77,726.27 from Silveria Chevrolet; and 3)

authorize the CAO to sign the purchase order.

Attachments: [SO OES Truck Report and Packet](#)

Office of Emergency Services (OES) Chief Silas Rojas gave an overview of the vehicle and grant used to purchase the vehicle. Brief discussion was held.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

ADMINISTRATION

SUBJECT: Purchase of two modular buildings from Lassen County Office of Education.

FISCAL IMPACT: The funding for the purchase will come from the Sheriff's Patrol Budget.

ACTION REQUESTED: The Sheriff's Office requests the Lassen County Board of Supervisors to approve the purchase of two modular buildings from the Lassen County Office of Education for \$2500.

Attachments: [SO Admin Attach](#)

Brief discussion was held regarding a duplicate page in the packet.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

MATTERS SET FOR TIME CERTAIN

PUBLIC WORKS

SUBJECT: Use of Susanville Veterans Memorial Building by Lassen County Best of Broadway for the Year 2021 Theatrical Production.

FISCAL IMPACT: The average yearly use fee collected for 2018-2020 was \$4,683.

Long term use fee covers building's operational costs.

ACTION REQUESTED: 1) Consider a special long-term use of the Susanville Veterans Memorial Building (SVMB), for a special event, by the Lassen County Best of Broadway's (B of B) 2021 theatrical production; and 2) consider waving long term use fee for event; and 3) utilize currently adopted short term Application and Use Agreement and User Responsibilities for special event use.

Attachments: [PW BOB Attach](#)

Public works Director Pete Heimbigner informed the Board the Best of Broadway utilizes the veterans building every year for a reduced fee. This year they requested the fee to be waived as they paid the fee last year, however the show was canceled due COVID. Additional discussion was held regarding parking at the Veterans Memorial Hall.

SPEAKERS: Sandra Jonas.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

DEPARTMENT REPORTS - CONTINUED

VACATION COMPENSATION

SUBJECT: Vacation Compensation Request by Correctional Deputy Jason Langslet pursuant to Memorandum of Understanding LCPOA Section 8.04.

FISCAL IMPACT: Payment of 14.27 hours of lost annual leave accrual due to accrual cap.

ACTION REQUESTED: Authorize the compensation to Deputy Langslet pursuant current payroll calculations.

Attachments: [SO Vacaton Comp Attach](#)

CAO Egan gave brief overview of vacation accrual, a provision in the bargaining agreement, and the Memorandum of Understanding (MOU) for the correctional staff. A deputy was denied coverage and was asking to be compensated. Brief discussion held.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

PUBLIC COMMENT - REOPENED

Supervisor Albaugh reopened Public Comment.

Terilyn Becjek: Discussed fire cleanup.

SHERIFF'S DEPARTMENT / OFFICE OF EMERGENCY SERVICES

LOCAL EMERGENCY

SUBJECT: Verbal report by local, state or federal officials about the status of

local and/or state of emergency, or Presidential Major Disaster Declaration in Lassen County (if needed).

FISCAL IMPACT: To be determined.

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

CAO Egan stated this was a standing item and could be moved to a future date.

COUNTY COUNSEL

GRAND JURY REPLY

SUBJECT: Lassen County Board of Supervisors response to the 2020-2021 Lassen County Grand Jury Report.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive response; and 2) authorize Chairman to sign; or 3) provide direction to staff.

Attachments: [211012 2020-2021 Grand Jury Response](#)

CAO Egan gave a brief overview of the item and stated the report to the Grand Jury was a draft of the Registrar of Voters and Fair Manager reports. Responses were in the packet. Brief discussion was held.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

PLANNING AND BUILDING SERVICES

BUILDING SERVICES

SUBJECT: Request by Michael Frederick to refund \$20,097.20 for Building Permit #2021-018 pursuant to Lassen County Code section 3.18.100 (Request for Waiver or Refund of Fees) for construction at 546-400 Old County Road (APN 013-020-078).

FISCAL IMPACT: Staff time and resources will not be recovered.

ACTION REQUESTED: 1) deny the request for a refund; or 2) Refund \$20,097.20 of the application fee.

Attachments: [PBS Bldg Attach](#)

This Item was pulled.

CONTRACT

SUBJECT: Contract with the California Association of Environmental Health Administrators (CAEHA) to provide Registered Environmental Health Specialist services to Lassen County, not to exceed \$43,000.

FISCAL IMPACT: \$43,000 appropriated in the Fiscal Year 2021/2022 budget for contracts; Fund/Budget Unit No. 110-0732.

ACTION REQUESTED: Authorize the Chairman to sign the contract.

Attachments: [H-4 Oct 12 2021 Board Packet CAEHA Contract](#)

Director of Planning and Building Services Maury Anderson gave a brief overview of the contract and current situation of the Environmental Health Department. Discussion was held.

SPEAKERS: Director of Health and Social Services Barbara Longo, Steve Bejcek.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

JOB DESCRIPTION

SUBJECT: Approve the revised Environmental Health Specialist job description.

FISCAL IMPACT: Unknown.

ACTION REQUESTED: Approve.

Attachments: [H-5 BOS Oct 12 2021 EH Job Description](#)

Director of Planning and Building Services Maury Anderson requested the Board to approve the revised Environmental Health job description to create an Assistant Environmental Health Specialist. Discussion was held.

CAO Egan was absent from 10:21 a.m. - 10:25 a.m.

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

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

PUBLIC WORKS DEPARTMENT

ROAD DEPARTMENT

SUBJECT: Bid Award for Center Road CR 215 Rehab C Hot Mix Asphalt Overlay Project.

FISCAL IMPACT: Funding is available within the current 2021/2022 Fiscal Year Road Construction Budget Unit No. 122-1222.

ACTION REQUESTED: 1) Award the contract for "Center Road CR 215 Rehab C Hot Mix Asphalt Overlay Project" to Hat Creek Construction & Materials, Inc., the only bidder meeting the specifications in the amount of \$3,098,289; and 2) authorize the Director of Public Works to sign the

agreement upon approval as to form by County Counsel; and 3) authorize the Director of Public Works to authorize Change Orders up to a "not-to-exceed" amount of \$464,743 (approximately 15%) or a total contract not-to-exceed cost of \$3,563,032.

Attachments: [PW Attach](#)

Director of Public Works Pete Heimbigner informed the Board this item was a rehab project on a portion of Center Road near the correctional center. Additional discussion was held regarding the bid and the condition of Center Road. County Counsel Uhrhammer stated there was a motion to accept the bid, but the action also needed to include to allow the Public Works Director to sign and authorize change orders. The Board added the amendment to the motion.

A motion was made by Supervisor Bridges, seconded by Supervisor Gallagher, that this Action Item be approved with the amendment.

The motion carried by the following vote:

Aye: 4 - Gallagher, Bridges, Hemphill and Albaugh

Absent: 1 - Hammond

COUNTY ADMINISTRATIVE OFFICE

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan: Nothing to report.

ADJOURNMENT

There being no further business, the meeting is adjourned at 10:40 a.m. in memory of Ellen Yusta and Ernie Bruce.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board