



Lassen County

Meeting Minutes

Board of Supervisors Special Meeting

LASSEN COUNTY SUPERVISORS:

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

Tuesday, September 13, 2022

10:00 AM

Westwood Wellness Center
463-975 Birch St
Westwood, CA 96137

10:04 A.M. OPENING CEREMONIES

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

Present: 5 - Chris Gallagher, Gary Bridges, Jeff Hemphill, Aaron Albaugh and Tom Hammond

Excuse: 0

Pledge of Allegiance and Invocation

After the flag salute, invocation was offered by Supervisor Gallagher.

AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

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

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

PUBLIC COMMENTS

Judy Robinson: Discussed Lassen County Code Enforcement and the trash in Westwood.

Cindy Sweger: Discussed trash in Westwood.

Larry Manning: Discussed Lassen County Code Enforcement and the trash in Westwood.

INFORMATION/CONSENT CALENDAR

Supervisor Albaugh requested to pull Item# G3 - Grants and Loans; Supervisor Bridges requested to pull Item# G4 - Operations, and Item# G8 - Lassen National Forest.

Approval of the Consent Agenda

A motion was made by Supervisor Albaugh, seconded by Supervisor Bridges, to approve the Consent Agenda as amended. The motion

carried by the following vote:

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

BOARD OF SUPERVISORS

HIGHWAY SAFETY IMPROVEMENT PROGRAM

SUBJECT: Authorize Chairman to sign letters of support for Highway Safety Improvement Program applications for funding for projects on Eagle Lake Road, Herlong Access Road, and Johnsonville-Center Road.

FISCAL IMPACT: None. On July 26, 2022, the Board of Supervisors provided direction to staff to use Transportation Development Act funding as possible matching funds.

ACTION REQUESTED: Authorize Chairman to sign.

Attachments: [220913 Pkt TDA for Highway Safety](#)

This item was approved on the consent agenda

AUDITOR'S OFFICE

FUND CASH BALANCES

SUBJECT: Treasurer's Fund Balance Report and Auditor's verification for the month of July 31, 2022.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY FUND BALANCES 07-31-2022](#)

This Report was received and filed on the Consent Agenda.

TREASURER/TAX COLLECTOR

PORTFOLIO

SUBJECT: Treasurer's Investment Report for July 31, 2022.

FISCAL IMPACT: None.

ACTION: Receive and file.

Attachments: [LASSEN COUNTY PORTFOLIO 07-31-2022](#)

This Report was received and filed on the Consent Agenda.

COUNTY CLERK-RECORDER

MINUTES

SUBJECT: Meeting Minutes of August 23, 2022.

FISCAL IMPACT: None.

ACTION REQUESTED: Approve.

Attachments: [DRAFT MINS](#)

These Minutes were approved 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 September 12, 2022.
- b) Application for Alcoholic Beverage License(s) - Cherry Wood Winery.

Attachments: [MISC CORR](#)

These Reports were received and filed on the Consent Agenda.

DEPARTMENT REPORTS

HEALTH AND SOCIAL SERVICES

GRANTS AND LOANS

SUBJECT: Community Development Block Grant (CDBG) Update.

FISCAL IMPACT: If Lassen County uses CDBG Program Income for any pre-development costs on a project and does not complete the project within five years, Lassen County will have to pay back the funds used.

ACTION REQUESTED: Approve Health and Social Services staff to proceed with a CDBG Program Income Application for the Westwood Community Center Project.

Attachments: [G3 - BOS GLD CDBG Update 09.13.2022](#)

Housing Program Coordinator Grace Poor gave a brief overview of the pre-development plan and an estimate of cost from 2021. Coordinator Poor also explained the process of the CDBG grant. Director of Community Social Services Jenna Ducasse discussed the process that would lead up to the project. Brief discussion was held.

SPEAKERS: Suzanne McDonald.

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, Bridges, Hemphill, Albaugh and Hammond

SHERIFF'S DEPARTMENT

OPERATIONS

SUBJECT: Memorandum of Understanding (MOU) with Lassen County Office of Education for Youth Prevention Services.

FISCAL IMPACT: Revenue in the amount of \$130,000.

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

Attachments: [SO Attach](#)

Sheriff/Coroner Dean Growdon informed the board the MOU with the Lassen County Office of Education was to fill a gap in funding between grant cycles for Youth Prevention Services. Sheriff Growdon stated this program had been supporting prevention in education programs for four to five years, that focus on Westwood, Big Valley, and Herlong. The Office of Education donated \$130,000 to fill the gap between grants. Sheriff Growdon thanked County Superintendent of Schools Patty Gunderson and the Lassen County Office of Education. Brief discussion was held.

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

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

OFFICE OF EMERGENCY SERVICES

LASSEN NATIONAL FOREST

SUBJECT: Approve and authorize Chairman to sign a comment letter regarding the Lassen National Forest Environmental Assessment for the Lassen Off-Highway Vehicle Motorized Vehicle Use Map (Lassen OHV MVUM) Update Project.

FISCAL IMPACT: None.

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

Attachments: [220913 OHV comment letter to Lassen National Forest](#)

Supervisor Bridges stated there were still roads that did not have public access. Deputy CAO Tony Shaw informed the board Lassen County had been working on this since 1998 and this particular project the United States Forest Service (USFS) had left out designated roads Off Highway Vehicle (OHV) use. The issue had been with the local engineer/planner to facilitate. Supervisor Albaugh requested the letter to also be sent to the Regional Forester. Brief discussion was held.

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

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

UNAGENDIZED REPORTS BY BOARD MEMBERS

Supervisor Bridges: 1) Attended NorTec meeting; 2) attended a PSA II Advisory Board Meeting; 3) participated in a sexual harassment training for the county; 4) attended a City of Susanville meeting regarding the homeless; 5) attended a Behavioral Health Advisory Board meeting; 6) requested to adjourn in memory of Zach Farwell.

Supervisor Hemphill: Requested to adjourn in memory of Ron Farwell.

Supervisor Hammond: 1) Attended a California Alliance Defense meeting; 2) will be attending a Bi-State US Highway 395 meeting on September 22, 2022; 3) will be attending a Sierra Alliance Defense meeting on September 28, 2022.
Supervisor Albaugh: 1) Attended a Sierra Nevada Conservancy meeting; 2) discussed public comment; 3) will be attending a Regional Council Representatives of California (RCRC) meeting in Napa.
Supervisor Gallagher: 1) Attended a Volcanic Legacy Byway Partnership meeting; 2) discussed a prior cleanup in Westwood.

CAO Egan announced Forest Supervisor Deb Bumpass would not be present for the Lassen National Forest presentation.

DEPARTMENT REPORTS - CONTINUED

BOARD OF SUPERVISORS

DISPOSAL OF SURPLUS EQUIPMENT

SUBJECT: Authorize County Auditor to write off depreciated value assigned to surplus equipment, Sheriff's search and rescue snow groomer, to facilitate disposal by the County Purchasing Agent.

FISCAL IMPACT: None. Equipment was purchased using Title III funding. The depreciated value is approximately \$3,432.22.

ACTION REQUESTED: 1) Determine Sheriff's search and rescue Piston Bully snow cat as "surplus property" of the County 2) Authorize County Auditor to write off the depreciated value of \$3,432.22 assigned to surplus property, and 3) Authorize the transfer of the surplus property to Lassen Community College.

Attachments: [220913 Snow Groomer-Lassen Community College](#)

Deputy CAO Tony Shaw informed the board there had been a request to dispose a piece of equipment and gave a description of the property. Sheriff/Coroner Dean Growdon discussed Search and Rescue, machinery needed, and the new equipment. Brief discussion was held.

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: 5 - Gallagher, Bridges, Hemphill, Albaugh and Hammond

FAIR

FAIR REPORT

SUBJECT: 2022 Lassen County Fair Report.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report and provide direction to staff.

Attachments: [2022 Fair Report](#)
[Charts for 2022 Revenue-5 yr Comparison](#)

Fair Manager Kaitlyn Midgley gave a detailed report of revenue and expenditures for the 2022 Lassen County Fair and informed the board all revenue streams were up. Fair Manager Midgley also discussed the increase in sponsors, contracts, security during the fair, season passes, the Grandstand shows, and future plans for the next fair. Discussion was held.

PUBLIC WORKS DEPARTMENT

VICIOUS DOG ORDINANCE

SUBJECT: Introduce and waive first reading of ordinance amending Title 8 of the Lassen County Code relating to animals as follows: Amend Chapters 8.04.300, 8.06.020, 8.06.080, 8.06.100, 8.08.020 and 8.08.060 and establish chapter 8.06.085.

FISCAL IMPACT: None.

ACTION REQUESTED: 1) Receive report; and 2) introduce and waive the first reading of the proposed amended ordinance amending Title 8 of the Lassen County Code relating to animals, Chapters 8.04.300, 8.06.020, 8.06.080, 8.06.100, 8.08.020 and 8.08.060 and establishing chapter 8.06.085; and 3) direct the ordinance return to Board for 2nd reading or waive or 2nd reading and adoption; and/or 4) provide direction to staff.

Attachments: [220913 Proposed Ordinance Amending Title 8 -Animals](#)

County Counsel Uhrhammer gave a brief overview of the current Vicious Dog Ordinance and informed the board it mirrors state law. County Counsel Uhrhammer also discussed the changes to the proposed ordinance, animal control in Lassen County, and hearing procedures in the event of an attack. County Counsel Uhrhammer stated there were two options on how a case would be heard and recommended the courts to hear such cases. The board agreed with County Counsel. Brief discussion was held.

SPEAKERS: Judy Robinson.

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

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

COUNTY ADMINISTRATIVE OFFICE

MEMORANDUM OF UNDERSTANDING

SUBJECT: Ratification of Memorandum of Understanding (Sept 13, 2022 - Dec 31, 2023) between County of Lassen and Lassen County Deputy Sheriffs Association Employees.

FISCAL IMPACT: Varied over multiple budget units.

ACTION REQUESTED: 1) Ratify MOU with Deputy Sheriff Association Employees.

Attachments: [DSA Attach](#)

CAO Egan informed the board the DSA came to an agreement and there was an MOU in their packets for approval. CAO Egan gave a brief overview of the changes to the MOU.

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

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

SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

CAO Egan reported: 1) The recommendation for the budget was complete and would be presented at the board meeting on September 20, 2022. Thanked Executive Assistant to the CAO/Budget Analyst Samantha McMullen for her effort with the budget; 2) will be attending RCRC in Napa.

MATTERS SET FOR TIME CERTAIN

10:15 a.m.: LASSEN NATIONAL FOREST SERVICE

SUBJECT: Verbal report from Lassen National Forest Supervisor Deb Bumpass regarding Dixie Fire post-wildfire forest restoration activities on USDA Forest Service (USFS) managed land.

FISCAL IMPACT: None.

ACTION REQUESTED: Receive report.

United States Forest Service (USFS) Forest Supervisor Deb Bumpass did not arrive. This item was pulled.

ADJOURNMENT

There being no further business, the meeting is adjourned at 11:17 a.m. in memory of Zach Farwell and Ron Farwell.

Chairman of the Board of Supervisors

Date: _____

ATTEST:

Michele Yderraga, Deputy Clerk of the Board

