



# Lassen County

## Meeting Agenda

### Board of Supervisors

**LASSEN COUNTY SUPERVISORS:**  
**DISTRICT 1 - BOB PYLE; DISTRICT 2 - JIM CHAPMAN-CHAIRMAN; DISTRICT 3 - JEFF**  
**HEMPHILL; DISTRICT 4 - AARON ALBAUGH; DISTRICT 5 - TOM HAMMOND**

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Tuesday, July 12, 2016

9:00 AM

Board Chambers  
707 Nevada Street  
Susanville, CA 96130

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#### **ADDRESSING THE BOARD**

\*Any person desiring to address the Board shall first secure permission of the presiding officer.

\*Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular Agenda item. Cards are available on the table by the door and shall be completed and presented to the Clerk in advance of speaking.

\*Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

\*As required by Govt. Code Section 54957.5, any public record distributed to the Board of Supervisors less than 72 hours prior to this meeting in connection with any agenda item shall be made available for public inspection at the office of the Clerk of the Board, 220 S. Lassen St., Suite 5, Susanville CA 96130. Public records distributed during the meeting will be available for public inspection at the meeting if prepared by the County. If the public record is prepared by any other party and distributed at the meeting, it will be made available for public inspection following the meeting at the office of the Clerk of the Board.

\* Parties with a disability as provided by the Americans with Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the County Clerk of the Board's Office three full business days prior to the meeting at (530) 251-8217 or [lcclerk@co.lassen.ca.us](mailto:lcclerk@co.lassen.ca.us).

\*Next Resolution in line for adoption: No. 16-035.

THE BOARD OF SUPERVISORS MAY RECESS AT 11:45 AM AND RECONVENE AT 1:30 PM.

THE BOARD MAY HOLD CLOSED SESSION AS THE AGENDA SCHEDULE PERMITS.

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

1. PUBLIC COMMENT (Suggested for addressing items to be considered under Closed Session)
2. CLOSED SESSION

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

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

#### **B. 9:30 A.M. OPENING CEREMONIES**

##### **Pledge of Allegiance and Invocation**

1. ANNOUNCEMENT OF ITEMS DISCUSSED IN CLOSED SESSION

2. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
3. PUBLIC COMMENTS
4. UNAGENDIZED REPORTS BY BOARD MEMBERS (Immediately following public comment and no later than 10:00 a.m.)

### C. PUBLIC HEARINGS

These matters are scheduled at the time stated, and will be heard by the Board as close to the time stated as possible.

### D. MATTERS SET FOR TIME CERTAIN

These matters have been set at the time stated to accommodate the participants, and will be heard by the Board as close to the time stated as possible.

- 1                    10:00 a.m.: ADMINISTRATIVE SERVICES - TITLE III FUNDS  
SUBJECT: Title III request for funding from the Lassen County Fire Safe Council, Inc. in the amount of \$124,982 for carrying out the Firewise Communities program and development of community wildfire protection plans.  
FISCAL IMPACT: Request to be paid from the USDA Title III Fund - Appropriate from Fund 142-0023. Title III funding has been received and is held in this fund.  
ACTION REQUESTED: 1) Open Public Comment and; 2) Appropriate Title III funds as requested to the Lassen County Fire Safe Council, Inc. or approve and allocate a lesser amount saving Title III funds for other or future uses.

Attachments:            Fire Safe Council Memo - 160712  
LCFSC 2016-7 Title III Requests with Costs Schedule

10:25 a.m.: RECESS

### E. STUDY SESSION

### F. BOARDS AND COMMISSIONS

### G. INFORMATION/CONSENT CALENDAR

These matters are routine in nature and usually approved by a single vote. Prior to action of the Board, the public will be given the opportunity to comment on any consent item

AUDITOR AND TREASURER DEPARTMENTS

- 1                    AGREEMENT  
SUBJECT: Payroll System contract with Advanced Data Systems, Inc. for Fiscal Years 2016-2017, 2017-2018 and 2018-2019, not to exceed \$34,500.

FISCAL IMPACT: Budgeted in Fund 100-0311, included in the Countywide Cost Allocation Plan for reimbursement.

ACTION REQUESTED: Approve agreement and authorize the CAO to sign.

Attachments: AudScans20160628143731

## BOARD OF SUPERVISORS

- 2** LASSEN COUNTY CHILDREN & FAMILIES COMMISSION  
SUBJECT: Appointment of Commissioners to the Lassen County Children & Families Commission.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Pursuant to Health and Safety Code Section 130140 (A): 1) Appoint Jessica Jones as Commissioner under Section (i); 2) Appoint Wendy Jacobs as Commissioner under Section (iii); 3) Reappoint Wendy Blackmon to a second four year term under Section (iii); 4) Reappoint Gene Smith to a second four year term under Section (iii); 5) Waive term limits for Melody Brawley and reappoint her to a short term of up to two years under Section (i).

Attachments: First 5

## COUNTY CLERK-RECORDER

- 3** MINUTES  
SUBJECT: Minutes of June 28, 2016.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: unapproved 6-28-16 minutes

## DISTRICT ATTORNEY

- 4** AGREEMENT  
SUBJECT: Renewal of Special Prosecutor contract for legal services with Dan Howe, to cover July 1, 2016 through June 30, 2018.  
FISCAL IMPACT: \$120,000 allocated to the District Attorney Budget (107 0421) Professional and Specialized services. Proposed services are appropriated in the 2016/2017 proposed budget.  
ACTION REQUESTED: Approve and authorize the Chairman and CAO to sign.

Attachments: DA Spec Pros contract

## HEALTH AND SOCIAL SERVICES

- 5** ENVIRONMENTAL HEALTH  
SUBJECT: Agreement with AllTech Environmental Resources for Landfill Inspections and Consultation.  
FISCAL IMPACT: There is no impact to County General Fund. The maximum Agreement amount of \$56,560 will be funded from Fund/Budget

#110-0732 with Public Health Realignment and LEA grant funds.  
ACTION REQUESTED: 1) Approve and 2) authorize the CAO to sign.

Attachments: BOS EH AllTech Landfill Inspections

- 6** GRANTS AND LOANS DIVISION  
SUBJECT: Memorandum of Understanding (MOU) with Spalding Community Services District (CSD) Facilitating a Community Development Block Grant (CDBG)-Funded Wastewater Public Improvement Project.  
FISCAL IMPACT: Housing and Community Development (HCD) has approved the project to be funded with funds from Fund 112 CDBG Standard Agreement #12-CDBG-8396. The estimated cost of the project is \$180,000 (including County administrative costs).  
ACTION REQUESTED: 1) Approve; and 2) authorize the CAO to sign.

Attachments: BOS GLD Spalding MOU

#### PUBLIC WORKS DEPARTMENT

- 7** PUBLIC WORKS  
SUBJECT: Reject bid for Lassen County Office Building Remodel Project (2950 Riverside Drive).  
FISCAL IMPACT: None.  
ACTION REQUESTED: Reject bid.

Attachments: PW Bldg remodel

- 8** ROAD  
SUBJECT: Award Asphalt Concrete bid (1/2" max. med. PG Grade 64-28) to Hat Creek Construction and Materials, Inc. in the amount of \$65.00 per ton (not to exceed 4,000 tons or \$279,500 w/tax) for all areas and to Sierra Cascade Aggregate in the amount of \$70.00 per ton (not to exceed 1,000 tons or \$75,250 w/tax) for the Westwood area, the lowest bidders meeting the requirements considering transportation costs to haul the material from the respective plants to the individual job sites.  
FISCAL IMPACT: Funding will be from the Services and Supplies section of the current FY 2016-17 Road Operating Budget (122-1221). Maximum cost would be an amount equal to \$354,750 if all material was utilized.  
ACTION REQUESTED: Award Asphalt Concrete (1/2" max. med. PG Grade 64-28)

Attachments: revPW Asphalt Bid

#### SHERIFF'S DEPARTMENT

- 9** OPERATIONS  
SUBJECT: The Lassen County Sheriff's Office Search and Rescue Volunteer Job Description.  
FISCAL IMPACT: None.  
ACTION REQUESTED: Approve.

Attachments: SO Support Docs

## MISCELLANEOUS CORRESPONDENCE ITEMS

- 10** ACTION REQUESTED: Receive and file the following correspondence:
- a) Susanville City Council Meeting agenda for July 6, 2016.
  - b) Lassen County Planning Commission meeting agenda for July 6, 2016.
  - c) Lassen County Transportation Commission meeting agenda for July 11, 2016.
  - d) Lassen Transit Service Agency meeting agenda for July 11, 2016.

Attachments: Misc corres

**H. DEPARTMENT REPORTS**

## ADMINISTRATIVE SERVICES

- 1** PERSONNEL  
SUBJECT: Appointment of Agricultural Commissioner.  
FISCAL IMPACT: Position is included in the 2016/2017 Budget.  
ACTION REQUESTED: 1) Close recruitment and schedule interviews of candidates; and/or 2) provide direction to staff.

## PUBLIC WORKS DEPARTMENT

- 2** PUBLIC WORKS  
SUBJECT: Fiscal Year 2016-2017 Partial Aviation Budget Adoption (Capital Outlay) in the amount of \$1,073,184.  
FISCAL IMPACT: Expenditures from Aviation Budget 124-1241 in the amount of \$1,073,184. Revenues in the amount of \$965,866 are available for these projects through the CAAP program where funding is available on a 90% reimbursable basis. Other required funding exists in the Aviation Budget as a Fund Balance.  
ACTION REQUESTED: Approve Capital Outlay portion of the 2016-2017 Fiscal Year Aviation Budget in the amount of \$1,073,184.

Attachments: PW Partial Aviat Budg

- 3** PUBLIC WORKS  
SUBJECT: Fiscal Year 2016-2017 Partial Capital Projects Budget Adoption in the amount of \$50,000 for carry-over Capital Outlay projects.  
FISCAL IMPACT: Capital Project's Budget 150-1501 (expenditures and revenues in the amount of \$50,000).  
ACTION REQUESTED: Approve Fiscal Year 2016-2017 Partial Capital Projects Budget.

Attachments: rev PW Partial Capital Projects

- 4** PUBLIC WORKS  
SUBJECT: Fiscal Year 2016-2017 Partial Road Budget Adoption in the amount of \$9,329,703 (\$292,500 Road Operating and \$9,037,203 Road Construction) for Capital Outlay.

FISCAL IMPACT: Road Operating Budget 122-1221 (expenditures and revenues in the amount of \$292,500. Road Construction Budget 122-1222 (expenditures in the amount of \$9,037,203 and revenues in the amount of \$8,802,700 with balance of \$234,503 from Fund Balance). See attached budget details.

ACTION REQUESTED: Approve Fiscal Year 2016-2017 Partial Road Budget.

**Attachments:** PW partial road budget

#### SHERIFF'S DEPARTMENT

- 5** COMMUNITY CORRECTIONS  
SUBJECT: Fiscal Year 2016-2017 Partial Budget adoption.  
FISCAL IMPACT: \$485,000 for the Community Corrections Budget 138-0551.  
ACTION REQUESTED: Adopt.

**Attachments:** SO part CCP budg

- 6** DISPATCH  
SUBJECT: Fiscal Year 2016-2017 Partial Budget adoption.  
FISCAL IMPACT: \$172,700 for the Sheriff's Dispatch Budget 130-0523.  
ACTION REQUESTED: Adopt.

**Attachments:** rev SO Dispatch budget

- 7** JAIL  
SUBJECT: Bid Award: Contract for the 2016 Lassen County Jail Needs assessment / Americans with Disabilities Act (ADA) assessment to DLR Group of Sacramento, the top-rated bidder meeting the specifications, in the amount of \$60,000.  
FISCAL IMPACT: \$60,000 from the CCP Budget 138-0551.  
ACTION REQUESTED: Award contract and authorize the CAO to sign the Agreement upon approval by County Counsel.

**Attachments:** SO Jail Needs Assmt

#### COUNTY ADMINISTRATIVE OFFICE

- 8** SUBJECT: INFORMATION FOR THE BOARD OF SUPERVISORS

#### I. CORRESPONDENCE

#### J. AGENDA ADDENDUM

**2016 MEETINGS:**

July 19, 2016 – 9:00 a.m. – Board Meeting  
July 26, 2016 – 9:00 a.m. – Board Meeting  
August 2, 2016 – No Board Meeting  
August 9, 2016 – 9:00 a.m. – Board Meeting  
August 16, 2016 – 9:00 a.m. – Board Meeting  
August 23, 2016 – 9:00 a.m. – Board Meeting  
August 30, 2016 – No Board Meeting  
September 6, 2016 – No Board Meeting  
September 13, 2016 – 9:00 a.m. – Board Meeting  
September 20, 2016 – 9:00 a.m. – Board Meeting  
September 27, 2016 – 9:00 a.m. – Board Meeting  
October 4, 2016 – No Board Meeting  
October 11, 2016 – 9:00 a.m. – Board Meeting  
October 18, 2016 – 9:00 a.m. – Board Meeting  
October 25, 2016 – 9:00 a.m. – Board Meeting  
November 1, 2016 – No Board Meeting  
November 8, 2016 – 9:00 a.m. – Election Day- No Board Meeting  
November 15, 2016 – 9:00 a.m. – Board Meeting  
November 22, 2016 – 9:00 a.m. – Board Meeting  
November 29, 2016 – No Board Meeting  
December 6, 2016 – No Board Meeting  
December 13, 2016 – 9:00 a.m. – Board Meeting  
December 20, 2016 – 9:00 a.m. – Board Meeting  
December 27, 2016 – 9:00 a.m. – Board Meeting

**ADJOURNMENT**