

Board of Supervisors

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Thomas A. Indrieri, District II
Mark D. Marshall, District III
Gary J. Evans, District IV,
Chairman
Denise J. Carter, District V,
Vice-chairman



COUNTY OF COLUSA

KATHLEEN MORAN, COUNTY CLERK
YOLANDA TIRADO, CHIEF BOARD CLERK
ANN NORDYKE, BOARD CLERK
(530) 458-0508
cocolusa@countyofcolusa.org
boardclerk@countyofcolusa.org
WWW.COUNTYOFCOLUSA.ORG

BOARD CHAMBERS
547 MARKET STREET, SUITE 108
COLUSA, CA 95932

Agenda

January 24, 2012

Welcome to a meeting of the Colusa County Board of Supervisors. If you are scheduled to address the Board, please state your full name for the record. The Board will not address timed items before they are scheduled. The "Consent Calendar" may be adopted by one motion. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

8:00 a.m. CALL TO ORDER

8:03 a.m. CLOSED SESSION: If the Board of Supervisors does not complete the Closed Session items in the time allotted they will reconvene as time permits.

- A. Under the provisions of Government Code Section 54957 and 54957.6, the Board of Supervisors will meet with the Personnel Director to discuss a confidential personnel matter and with the designated negotiators, Margaret Kemp-Williams and Nikki Berry, provide direction and take action as necessary.
- B. Under the provisions of Government Code Section 54957, the Board of Supervisors will meet with the County Counsel and Personnel Director to discuss the employment of a public employee, in two (2) cases.
- C. Under the provision of Government Code Section 54956.9, the Board will discuss with Legal Counsel and the Personnel Director pending litigation.
- D. Under the provisions of Government Code Section 54957, the Board will discuss with the Personnel Director departmental updates regarding personnel matters.

- E. Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation will be conducted for the position of County Librarian.
- F. Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation will be conducted for the position of Personnel Director.

9:00 a.m.

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of January 10, 2012 Regular Session.
- Period of Public Comment.
- Announcement of Closed Session.

9:05 a.m.

STAFF REPORTS

This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

9:10 a.m.

PERSONNEL

- A. **District Attorney – Victim Witness – 2036**
Consider Step 5 appointment for Mary Carmen Godinez, Bilingual Victim Witness Coordinator/Advocate, PFT, PF Range 30, **Step 5, \$3,884.00 per month**, effective February 1, 2012.
- B. **District Attorney - 2016**
Consider the following:

Delete: Extra Help Clerical position, TPT, \$12.00 per hour, effective February 28, 2012.
- C. **Department of Health and Human Services**
 - 1. **Administration - 5010**
Consider authorizing a new position of Staff Services Analyst, PFT, PF Range 29, \$3,121.00 - \$3,794.00 per month, effective February 1, 2012 and authorize the filling by Merit Systems by promotion and delete the position vacated by the promotion.
 - 2. **Health – 4012**
 - a. Consider authorizing a new position of Registered Nurse, PFT, PF Range 35, \$3,613.00 - \$4,392.00 per month, effective February 1, 2012 and authorize to fill.
 - b. Consider the following:

Delete: LVN, PFT, PFA Range 26, \$2,878.00 – \$3,499.00 per month, effective January

31, 2012.

- c. Consider filing the vacant position of PHN I/II/III, PFT, PF Range 35/39/43, \$3,613.00 - \$4,392.00/\$3,984.00 - \$4,843.00/\$4,392.00 - \$5,339.00 per month, effective February 1, 2012.

D. Personnel -1040/Probation – 2035

Consider approving a Professional Services Agreement between the County of Colusa Personnel Department and **Nichols Investigative Services**, to perform pre-employment background Investigative services, effective January 12, 2012, with terms and conditions as set forth in the Agreement and authorize the Personnel Director to sign on behalf of the Board of Supervisors.

E. Personnel – 1040

Consider approving a professional services agreement between the County of Colusa Personnel Department and **John T. Ketelsen**, Attorney at Law to perform Personnel matters for Colusa County's Personnel Department and County Counsel, effective January 12, 2012, with terms and conditions as set forth in the Agreement and authorize the Personnel Director to sign on behalf of the Board of Supervisors.

9:15 a.m. SHERIFF

- A. Consider approving Notice of Request for Proposal for the updating of current Emergency Operations Plans for the County of Colusa Sheriff's Department and authorize the Chairman to sign. Further, set February 14, 2012 at 10:00 a.m. to receive and open proposals and direct the Clerk to publish and post Notice of same.
- B. Consider a finding that it is in the best interest of the County to waive the County's formal bid process and approve the purchase of one 2012 Ford Expeditions from Downtown Ford Sales, in an amount not to exceed \$31,000.00, utilizing State Bid #1-10-23-20 (Trucks, Vans and Utility Vehicles) and to be funded with RLE Grant Funding.
- C. Consider accepting bids for the Sheriff's Animal Control Facility Needs Assessment, Feasibility/Building Study as received and opened on January 6, 2012 as follows:

1.	Shelter Planners of America	\$ 7,500.00
2.	Indigo/Hammond _ Playle Architects, LLP	\$42,000.00
3.	Animal Arts	\$13,500.00
4.	Swatt/Miers Architects	
	Option 1	\$36,850.00
	Option 2	\$30,250.00
	Reimbursement Allowance	\$ 500.00

5. LDA Partners LLP \$35,000.00

- D. Consider awarding the bid for the Sheriff's Animal Control Facility Needs Assessment, Feasibility/Building Study to Swatt/Miers Architects, Option 2 in the amount of \$30,250.00. Further, direct the Sheriff's Office to return at a later date with a contract with Swatt/Miers Architects for further Board consideration.

9:25 a.m. APPOINTMENTS

Planning Commission

Consider appointment to the Colusa County Planning Commission of the following, effective February 1, 2012 through January 31, 2013:

District I	Steve Vanderpan
District II	John D. Loudon
District IV	Marion C. Mathis
District V	Gail A. Beduhn

(Applications received: Steve Vanderpan, John D. Loudon, Marion C. Mathis and Gail A. Beduhn)

9:30 a.m. PUBLIC HEARING

Administration/Board of Supervisors/Auditor Controller

Public Hearing to consider use of HR 1424 (Secure Rural Schools and Community Self Determination Act of 2000) Funds for projects under Title III by the County of Colusa Board of Supervisors in the approximate amount of \$22,528.

9:33 a.m. PROBATION

Consider approving Amendment #1 to Agreement C11-054 between the County of Colusa Probation Department and **TRG Consulting** for the progression of the juvenile hall construction project, effective January 24, 2012 through December 31, 2012, in an amount not exceed \$44,651.00, with a thirty (30) day written termination clause by either party and authorize the Chief Probation Officer to sign on behalf of the Board of Supervisors.

9:35 a.m. HEALTH AND HUMAN SERVICES

- A. Consider approving an agreement between the County of Colusa Department of Health and Human Services and **Western Governors University Professional Nursing Clinical Education Affiliation** to provide student clinical experiences, effective January 24, 2012, with terms and conditions as set forth in the agreement and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors.

- B. Consider approving an agreement for professional services between the County of Colusa Department of Health and Human and **Chellie Gates** to perform Program Manager II support and oversight for Social Services specific to Child Welfare Services and

Adult Protective Services, effective January 24, 2012 through June 30, 2012, in an amount not to exceed \$13,000.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.

9:40 a.m. BEHAVIORAL HEALTH
 Consider approving purchase of cabinets, sink, countertops, and appliances per Safe Haven Lease (C12-003), in the amount of \$4,571.04 from Lowes.

9:45 a.m. PLANNING AND BUILDING
 Consider approving an agreement between the County of Colusa Planning and Building and **DeNovo Planning Group** for Zoning Code Update, effective January 24, 2012 through August 31, 2013, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.

9:50 a.m. COLUSA CEMETERY DISTRICT
 Discussion and possible action regarding a Quitclaim to the Colusa Cemetery District for APN 015-330-015-000.

9:55 a.m. ASSESSOR
Sitting as the Colusa County Board of Equalization
 Approve Stipulations in accordance with Section 1607 of the California Revenue and Taxation Code with Independent Construction Company for Application for Changed Assessment No. 11-03 for Tax Year 2010/11, Assessor's Parcel Number 800-001-932 as follows:

<u>ASSESSED VALUE</u>		<u>STIPULATED</u>
<u>FULL CASH VALUE</u>		<u>FULL CASH VALUE</u>
\$ --	Land	\$ --
\$ --	Improvements	\$ --
\$ --	Fixtures	\$ --
\$ 65,970.	Personal Property	\$ 64,410.
\$ 65,970.	Total	\$ 64,410.

and direct the Clerk to send a Certified Board Order to the Applicant regarding the Board's action and authorize County Counsel to sign the Stipulation on behalf of the Board of Supervisors.

10:30 a.m. RECESS

11:00 a.m. AUDITOR-CONTROLLER
 A. Consider adopting a Resolution Of The Board Of Supervisors Of The County Of Colusa Authorizing The Issuance And Sale Of Pension Obligation Bonds To Refinance Outstanding Side Fund Obligations Of The County To The California Public Employees' Retirement System, Approving The Forms Of And Authorizing The Execution And Delivery Of An Indenture And A Bond Purchase Agreement, Directing The Filing Of A Judicial Validation Action With Respect

There to And Proving Other Matters Relating There to and authorize the Chairman to sign.

- B. Consider approving Intra-Budget Transfer Nos. 12010 through 12014.
- C. Consider approving changes in 2011/12 Revenue and Appropriations as follows: Requires 4/5 votes

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue & Appropriations:</i>				
Library	00101	6021	479310	\$1,877.73
Total				
Library	00101	6021	53230	\$1,877.73
Total				\$1,877.73
Library	00101	6021	479910	\$1,974.90
Total				\$1,974.90
Library	00101	6021	53230	\$1,974.90
Total				\$1,974.90
Library	00101	6021	479910	\$563.77
Total				\$563.77
Library	00101	6021	53230	\$563.77
Total				\$563.77
Library	00101	6021	479310	\$2,880.00
Total				\$2,880.00
Library	00101	6021	53230	\$2,880.00
Total				\$2,880.00
Library	00101	6021	479910	\$3,718.69
Total				\$3,718.69
Library	00101	6021	53230	\$3,718.69
Total				\$3,718.69
Road Fund	00110	3010	467700	\$21,783.50
Total				\$21,783.50
Road Fund	00110	3010	53180	\$7,325.00
Road Fund	00110	3010	53200	\$2,968.11
Road Fund	00110	3010	53230	\$11,490.39
Total				\$21,783.50

12:00 NOON RECESS**3:00 pm TRANSPORTATION/TRANSIT AGENCY****CONSENT AGENDA ITEMS 1-12**

All items are approved by one motion unless pulled by a Board member for separate discussion or action.

1. SHERIFF: Approve FS Agreement No. 11-LE-11051360-208, Modification No. 004, between the County of Colusa Sheriff's Department and **USDA, Forest Service Mendocino National Forest** for illegal marijuana grow detection, investigation, eradication of illegal marijuana operations in the Mendocino National Forest, effective October 1, 2011 through September 30, 2012, in an amount not to exceed \$25,000.00 and authorize the Chairman to sign.
2. HEALTH AND HUMAN SERVICES/COUNTY OFFICE OF EDUCATION: Approve an amendment to Contract C11-157 between the County of Colusa Department of Health and Human Services and **County of Colusa Office of Education, Children's Services** providing Stage I child Care services to Cal WORKs Welfare to Work clients, effective January 24, 2012 and modifying "Section 2, COMPENSATION, Subsection a" decreasing the amount from \$120,000.00 to an amount not to exceed \$95,404.00, with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.
3. HEALTH AND HUMAN SERVICES: Approve an agreement between the County of Colusa Department of Health and Human Services and **Glenn County through its Human Resource Agency** for the provision of Child Welfare Services/Case management System (CWS/CMS) staff training, effective July 1, 2011 through June 30, 2012, with terms and conditions as set forth in the agreement and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors.
4. HEALTH AND HUMAN SERVICES: Approve Health Care Program for Children in Foster Care Memorandum of Understanding between the Colusa County Health and Human Services-Public Health Division, Colusa County Health and Human Services-Social Division and the **Colusa County Probation Department**, effective July 1, 2011 through June 30, 2013, with terms and conditions as set forth in the MOU and authorize the Interim Director of Health and Human Services and the Chief Probation Officer to sign on behalf of the Board of Supervisors.
5. HEALTH AND HUMAN SERVICES: Approve Children's Medical Services (CMS) Plan and Budget for fiscal year 2011-2012 and the Certification Statement-Child Health and Disability Prevention (CHDP) Program for fiscal year 2011-2012 and authorize the Chairman to sign.
6. PUBLIC WORKS: Ratify Colusa County Public Works Contract No. 1112-12 between the County of Colusa Public Works Department and **B & J's Concrete** to

- Place Scour Mitigation for the South Branch of Brush Creek Bridge on Old Hwy 99W; South of Greenbay Road County Bridge No. 229B, effective January 10, 2012 through January 27, 2012, in the amount of \$17,160.00, with a fifteen (15) day written termination clause by either party and signed by the Director of Public Works on behalf of the Board of Supervisors.
7. PUBLIC WORKS: Approve Modification No. 1 to Agreement C11-09, between the County of Colusa Public Works and **Cascade Software Systems, Inc.**, for Maintenance and System Services for CAMS-Cost Accounting Management System and incorporating Installation Services for software updates, effective January 24, 2012 through June 30, 2012, with terms as set forth in the Modification and all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.
 8. CENTRAL SERVICES: Approve Maintenance Agreement between the County of Colusa Central Services and **Wells Fargo Leasing/Advanced Document Concepts**, for the Sheriff Department's TASKalfa 6500i, county-wide agreement, effective December 1, 2011 through November 30, 2012, with terms and conditions as set forth in the Maintenance Agreement and authorize the Chairman to sign.
 9. AUDITOR CONTROLLER: Acknowledge Colusa County Auditor AB2788 (Chapter 886/94) Maintenance-of-Effort Certification Form for Fiscal Year 2011/12 Actual regarding the use of Proposition 172 revenues and signed by the Auditor Controller.
 10. ADMINISTRATION/COUNTY POLICY: Correct the Minutes of June 1, 2010 as follows:

"PERSONNEL/PERSONNEL: It is moved by Supervisor Marshall, seconded by Supervisor Evans to approve Policy No. ~~315~~ **316**, Colusa County Cell Phone Policy, as reviewed and approved by the Personnel policy Committee, effective June 1, 2010. Motion carried: All yes. Absent: None."
 - 10a. ADMINISTRATION/COUNTY POLICY: Correct the Minutes of June 15, 2010 as follows:

"PERSONNEL/POLICY: It is moved by Supervisor Evans, seconded by Supervisor Indrieri to approve amended Cell Phone Policy ~~315~~ **316**. Motion carried: All yes. Absent: Supervisor Marshall."
 11. ADMINISTRATION/COUNTY POLICY: Correct the Minutes of June 29, 2010 to insert the assigned Policy Number as follows:

"ADMINISTRATION: It is moved by Supervisor Marshall, seconded by Supervisor Carter to approve County Policy **No. 211**, regarding the Authorizing and Controlling of Deficit Cash Balances within the County Treasury. Motion carried: All yes. Absent: None."
 12. TREASURER-TAX COLLECTOR: Accept Colusa County Treasurer's Monthly Investment Report for December 2011.

END OF CONSENT AGENDA

OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:

13. Supervisors' Reports or Comments.
14. State or Federal Legislation/General Budgetary Matters.
15. Review Claims Register Sheets.
16. ADMINISTRATION
 - A. Discussion and possible action regarding Public/Department staff comments on Department Head Performance Evaluations.
 - B. Consider appointment of members of the Board of Supervisors to various committees, commissions, boards, and liaison assignments for 2012.
17. Agenda Review.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the jurisdiction of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes per issue and each individual or group will be limited to no more than 5 minutes each within the 15 minutes allocated per issue. **Note:** *No board action shall be taken on comments made under this comment period.*

ORDINANCES AND PUBLIC HEARINGS: If you challenge in a court action a decision of the Colusa County Board of Supervisors regarding a zoning, planning, land use, or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues (1) you or someone else raised at such public hearing, or (2) raised in written correspondence delivered to the Colusa County Board of Supervisors at, or prior to, such public hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk located at 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday.