

Board of Supervisors

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County of Colusa

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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Agenda

December 13, 2016

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.

9:00 a.m.

CALL TO ORDER

- Opening Prayer - Pledge of Allegiance
- MINUTES APPROVAL
 1. Minutes Approval
Board of Supervisors – Regular Meeting – November 15, 2016
- Period of Public Comment
- Announcement of Closed Session.

I. STAFF REPORTS - Note: 3 minutes allowed per Department for 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.

II. HUMAN RESOURCES

1. ASSESSOR - 1023

Consider the following range change for the position of Assessor, from ELE Range 5, \$7,788.00 per month to ELE Range 14, \$9,730.00 per month effective January 1, 2017.

2. ASSESSOR - 1023

Consider creating the series of Assessment Technician I/II and Supervising Assessment Technician and amend the position allocation chart as follows:

Delete: Assessment Office Manager, PFT, MGT Range 9, \$3,924.00 - \$5,026.00 per month, effective December 31, 2016 **and**

Two positions of Assessment Technician, PFT, MSC Range 20, \$2,879.00 - \$3,690.00 per month, effective December 31, 2016.

Add: Supervising Assessment Technician, PFT, MSC Range 27, \$3,425.00 - \$4,389.00 per month, effective January 1, 2017 **and**

Two flexibly staffed positions of Assessment Technician I/II, PFT, MSC Range 16/20, \$2,606.00 - \$3,341.00/\$2,879.00 - \$3,690.00 per month, effective January 1, 2017.

3. AUDITOR CONTROLLER - 1021

Consider creating the flexibly staffed position of Accountant Auditor I/II/III, PFT, PF Range 28/32/36 effective January 1, 2017 and amend the position allocation chart for the Auditor-Controller's Office as follows:

Delete: 3 positions of Accountant I/II, PFT, PF Range 26/30, \$3,374.00 - 4,323.00/ \$3,626.00 - \$4,773.00 per month, effective December 31, 2016 **and**

Accountant Auditor III, PFT, PF Range 34, \$4,114.00 - \$5,271.00 per month, effective December 31, 2016.

Add: 3 positions of Accountant Auditor I/II, PF Range 28/32, \$3,546.00 - \$4,542.00/ \$3,915.00 - \$5,016.00 per month, effective January 1, 2017 **and**

Accountant Auditor III, PFT, PF Range 36, \$4,323.00 - \$5,538.00 per month, effective January 1, 2017.

4. HUMAN RESOURCES - 1040/RISK MANAGEMENT - 1101

Consider creating the position of Human Resources Technician, PFT, CNF Range 23, effective January 1, 2017 and amend the position allocation chart as follows:

Delete: Office Assistant III, PFT, CNF Range 10, \$2,246.00 - \$2,879.00 per month, effective December 31, 2016 **and**

Risk Management Specialist, PFT, MSC Range 23, \$3,101.00 - \$3,975.00 per month, effective December 31, 2016.

Add: 2 positions of Human Resources Technician, PFT, CNF Range 23, \$3,101.00 - \$3,975.00 per month, effective January 1, 2017.

5. RISK MANAGEMENT

Presentation of Loss Prevention and Safety activities.

III. COLUSA COUNTY OFFICE OF EDUCATION

1. Receive update from the County Superintendent of Schools regarding Williams Settlement site visits.

IV. AUDITOR

1. Presentation and discussion of report on Development Impact Fees collected and expended for Fiscal Year 2015-2016 pursuant to Government Code Section 66006.

2. AUDITOR

Consider approving 2016-17 Revenue and Appropriations Inter-Budget Adjustments #020, 024, 029-031, and 033-039 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
Sheriff	00101	2021	467510	3,000.00
Sheriff	00101	2021	51012	3,000.00
Sheriff	00101	2021	53170	5,458.83
Literacy Grant	02951	002951	59452	728.47
Literacy Grant	02951	002951	479310	80.78
Literacy Grant	02951	002951	59452	80.78
Literacy	00101	6022	479910	80.78
Literacy	00101	6022	53253	80.78
Library	00101	6021	479910	453.88
Library	00101	6021	53230	453.88
Library	00101	6021	479910	282.04
Library	00101	6021	53230	282.04
Library	00101	6021	479910	64.49
Library	00101	6021	53170	64.49
Library	00101	6021	479910	25.23
Library	00101	6021	53230	25.23
Princeton Library	02958	002958	479310	50.76
Princeton Library	02958	002958	59452	50.76
Library	00101	6021	479910	50.76
Library	00101	6021	53230	50.76
Library	00101	6021	479310	525.00
Library	00101	6021	53230	525.00

3. AUDITOR

Approve Intra Budget Adjustments No's: 17001 through 17003.

V. PLANNING AND BUILDING

1. Introduction and first reading, by title only, of an Ordinance to Amend Chapter 5 of the Colusa County Code Adopting the 2016 California Building Standards Code (Attachment 1). Further, set January 10, 2017, at 9:30 a.m. for a public hearing and direct the Clerk to publish and post Notice of Hearing for same.

VI. SHERIFF

1. Adopt A Proclamation Honoring Miguel I. Villaseñor Upon His Retirement As Lieutenant For The Colusa County Sheriff's Office and authorize the Chair to sign.

VII. COUNTY COUNSEL

1. Presentation and discussion on the effect of new state law legalizing recreational marijuana cultivation and use, on the County's Marijuana cultivation ordinance.

VIII. AG COMMISSION

1. Authorize the submittal of an Airport Improvement Program (AIP) Grant to construct Taxiway A and Apron Pavement Preservation for \$480,000: \$432,000 federal funding, \$26,400 county funding, and \$21,600 state funding, and

authorize Greg Hinton, Agricultural Commissioner/Director of Airport Operations to sign on behalf of the County. The county's portion is funded by the California Aid to Airports Program (CAAP).

RECESS**CONSENT AGENDA**

Approve Consent Agenda Item No's 1 through 23.

1. LIBRARY

Approve Memorandum of Understanding (MOU) between the County through its library and the **Colusa County Office of Education (CCOE)**, for funding by CCOE of the cost of the online database MAS Ultra for the 2016-17 fiscal year and authorize the Chair to sign.

2. PURCHASING AND PROCUREMENT/PLANNING AND BUILDING

Approve the plans, specifications, and working details for a Request for Bids, Notice to Bidders and Draft Contract for the procurement and installation of an American With Disabilities Act Compliant Automatic Double Doors at the Department of Health & Human Services and authorize the Chair to sign. Further, set January 3, 2017 at 2:00 p.m. to receive and open sealed bids and direct the clerk to publish and post notice of same.

3. ADMINISTRATION

Approve Conflict of Interest Codes from the following Agencies/Districts:

- City of Colusa
- Colusa County Resource Conservation District
- City of Williams
- Williams Unified School District
- Cortina Water District
- Williams Fire Protection Authority
- Williams Fire Protection District
- Glenn Valley Water District
- Cortina Creek Flood Control District
- Maxwell Public Utility District

4. SHERIFF

Adopt a Resolution Of The Colusa County Board Of Supervisors Certifying The Continuance Of A Local Drought Emergency and authorize the Chair to sign.

5. PUBLIC WORKS/ROAD DEPARTMENT

Accept, as complete, the construction project on State Route 45 in the Town of Princeton, approve Notice of Completion and authorize the Director of Public Works to sign and direct the Clerk to record.

6. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH

Approve contract with **BHC Heritage Oak Hospital** for certain hospital based psychiatric inpatient services, in amount not to exceed \$80,000 per fiscal year effective December 13, 2016 through June 30, 2018 and authorize the Chair to sign.

7. PURCHASING AND PROCUREMENT/TREASURER/TAX COLLECTOR
Approve a services contract not to exceed \$16,500, with **Russell Hayre dba Harmony Research**, to perform research in support of tax defaulted property sales for interested parties, effective December 13, 2016 and terminate no later than April 30, 2017, and authorize the Chair to sign.
8. DISTRICT ATTORNEY
Approve out of state travel for Investigators Dave Salm and Sara Martin to attend the 2017 California Homicide Investigators Association Training Conference in Las Vegas, NV, on February 28 - March 3, 2017.
9. AG COMMISSIONER
Approve a first amendment to contract #12-CDBG-8377 with the **California Department of Housing and Community Development**, for sewer pond closure work by the County at the Williams Migrant Center, increasing certain deadlines under the contract.
10. TREASURER
Accept County of Colusa Statement of Investment Policy and the 2017 Treasurer's Goals as presented.
11. TREASURER
Accept October 2016 Investment Report as presented.
12. PURCHASING AND PROCUREMENT/SHERIFF
Approve a contract with **REM Construction** for the procurement and installation of ballistic protection upgrades to the front lobby windows of the Sheriff's Office in an amount not to exceed \$29,935 and authorize the Chair to sign.
13. APPOINTMENT/PRINCETON FIRE DISTRICT
Approve re-appointment of Chris Torres to the Princeton Fire District, effective December 1, 2016 through November 30, 2020. **(Application received: Chris Torres)**
14. APPOINTMENT/MAXWELL CEMETERY DISTRICT
Approve re-appoint William S. Barrett Jr. to the Maxwell Cemetery District effective December 13, 2016 through December 12, 2020. **(Application received: William S. Barrett, Jr.)**
15. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve a Contract with **Restpadd, Inc.**, for the hospital based psychiatric inpatient services in an amount not to exceed \$80,000 per fiscal year, effective December 13, 2016 to June 30, 2018, and authorize the Chair to sign.
16. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve third modification to Contract C13-152 with **Crestwood Behavioral Health** for skilled nursing facility services, extending the term of the Contract to June 30, 2018, and increasing its daily rates; and authorize the Chair to sign.
17. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve sixth modification to Contract C08-180 with **Helios Healthcare, LLC** for skilled nursing care at its facility, extending the contract a year until June 30, 2018, and increase the compensation, and authorize the Chair to sign.

18. SHERIFF
Approve Third Modification of Dispatch Services Agreement with the **City of Williams**, effective July 1, 2016, increasing fees each fiscal year through June 30, 2020 and authorize the chair to sign.

19. HUMAN RESOURCES
Designate December 23, 2016 as the 2016 floating holiday for the Colusa County unrepresented unit.

20. PURCHASING AND PROCUREMENT/DEPARTMENT OF HEALTH & HUMAN SERVICES, PUBLIC HEALTH DIVISION
Approve agreement with **Valley West Post Acute**, formerly known as Valley West Care Center, located in Williams, CA for the reimbursement of equipment/supplies and staff training through the Hospital Preparedness Program (HPP) and authorize the Chair to sign.

21. PURCHASING AND PROCUREMENT/SHERIFF'S OFFICE
Find that it is in the best interest of the public to not seek competitive bids for this purchase and approve the sole source purchase of equipment/software/training for the Sheriff's Office for one (1) Cellebrite Mobile Forensic System, not to exceed \$22,107.38, utilizing SAFE grant funding.

22. CLERK RECORDER/ELECTIONS
Acknowledge receipt of Certified Statement of Results for the November 8, 2016 Presidential General Election.

23. ADMINISTRATION
Authorize the Clerk to publish and post the 2017 local appointments list as follows:

Local Appointments List

Pursuant to Government Code Section 54970-54974 the Board of Supervisors hereby announces that the following appointed positions on various committees, commissions, boards, or district will expire within the calendar year 2017.

Anyone wishing to apply may request an application in person, in writing, or by or by telephone from the Clerk of the Board of Supervisors located at 547 Market Street, Suite 102, Colusa, CA 959532 - (530) 458-0508 or by e-mail at boardclerk@countyofcolusa.org

Applications may also be downloaded from the Internet at: www.countyofcolusa.org

VACANCIES

AIR POLLUTION CONTROL DISTRICT HEARING BOARD: Vacancy shall be a person from the medical profession whose specialized skills, training or interests are in the fields of environmental medicine, community medicine, or occupation toxicology medicine.

1 Vacancy

ARBUCKLE CEMETERY DISTRICT: Must be elector residing within the District.

2 Vacancies

ARBUCKLE RECREATION AND PARKS DISTRICT: Must be an elector residing within the District.

Jody Ehrke - Term December 18, 2015 - December 1, 2017
Andrew Pina - Term December 6, 2013 - December 1, 2017
Ellen Voorhees - Term December 6, 2013 - December 1, 2017

COLLEGE CITY CEMETERY DISTRICT: Must be an elector residing within the District.

2 Vacancies

COLUSA CEMETERY DISTRICT: Must be an elector residing within the District.

Gabriel Rojas - Term September 20, 2016 - December 9, 2017

CYPRESS HILL CEMETERY DISTRICT: Must be an elector residing within the District.

Ted Hackelberg - Term June 30, 2013 - July 1, 2017

FIRST 5 - CHILDREN AND FAMILIES: Appointees shall be Superintendent of Schools-or designee, Health and Human Services representative- or designee, or a representative specializing in early childhood development.

Delores Gomez - May 12, 2014 - May 13, 2017

FISH AND GAME COMMISSION: Appointees must be a Colusa County resident and possess a valid California Hunting or Fishing License from the previous two (2) years or current year. Must have established interest in Fish and Game Propagation and Harvesting.

2 Vacancies (One for District 1 and One from District 5)
David Kalfsbeek - Term January 7, 2013 - January 9, 2017
Harry Peterson - Term January 7, 2013 - January 9, 2017
Mike Talley - Term January 8, 2015 - January 9, 2017

GRAND ISLAND CEMETERY DISTRICT: Must be an elector residing within the District.

Mark Morris - Term June 30, 2013 - July 1, 2017

GROUNDWATER MANAGEMENT COMMISSION: Colusa County resident.

Lorraine Egan Marsh - Term March 13, 2012 - March 14, 2017

HISTORICAL RECORDS COMMISSION: Colusa County resident.

Kay Abele - Term October 22, 2013 - April 25, 2017
Gayle Kalfsbeek - Term April 25, 2013 - April 24, 2017
Marilyn Ornbaun - Term April 9, 2013 - April 8, 2017

LOCAL CHILD CARE PLANNING COUNCIL - COUNTY OFFICE OF EDUCATION, CHILDREN'S SERVICES: CONSUMER REPRESENTATIVES: Defined as a person who receives or has received child care in the past 24 month period prior to application submittal. Must be a Colusa County resident.

3 Vacancies

Donna Dennis - term March 4, 2011 - March 3, 2017

Pam Niehues - term March 4, 2014 - March 3, 2017

Vicki Myers-Markss - term September 16, 2014 - September 15, 2017

MAXWELL CEMETERY DISTRICT: Must be an elector residing within the District.

Maria Carrancho - June 30, 2013 - July 1, 2017

MAXWELL FIRE PROTECTION DISTRICT: Vacancies appointed by election.

Allen Beck - Term December 6, 2013 - December 1, 2017

Kerry Reckers - Term December 6, 2013 December 1, 2017

MENTAL HEALTH BOARD: Shall be a consumer of Mental Health Services, families of consumers of consumers of Mental Health Services, or parents, siblings, or an adult child of consumers receiving or having received Mental Health Services.

1 Vacancy

2 Vacancies for Alternate Member at Large

PLANNING COMMISSION: One member is appointed from each Supervisorial District. Commissioners are required to file Statements of Economic interest.

Gail Beduhn - Term January 26, 2016 - January 31, 2017

Eddie Johnson - Term January 26, 2016 - January 31, 2017

Marion Mathis - Term January 26, 2016 - January 31, 2017

Richard Barry Morrell - Term January 26, 2016 - January 31, 2017

Steve Venderpan - Term January 26, 2016 - January 31, 2017

PRINCETON FIRE PROTECTION DISTRICT: Must be an elector residing within the District.

1 Vacancy

PRINCETON WATER WORKS DISTRICT: Must be a registered voter and the owner of real property in the District.

1 Vacancy

REVOLVING LOAN FUND ADVISORY COMMITTEE: Must reside or work in Colusa County. Members shall consist of the County Auditor or representative, County Planning Director or representative; 2 Members from the Banking Industry/Business Industry and 1 Member at Large.

Bill Rohde - Term April 3, 2012 - April 4, 2017

SACRAMENTO RIVER FIRE PROTECTION DISTRICT: Must be an elector residing within the District.

John Garner - Term November 17, 2013 - November 18, 2017

Arthur Olivares - Term November 27, 2013 - November 27, 2017

John Alfred Zwald - Term November 19, 2001 - November 18, 2017

WILLIAMS CEMETERY DISTRICT: Must be an elector residing within the District.

Hedy LaGrande - Term February 19, 2013 - July 25, 2017

WILLIAMS FIRE PROTECTION DISTRICT: Must be an elector residing within the District.

Timothy M. Ingraham - Term August 13, 2013 - July 18, 2017

Samuel Reynolds - Term August 13, 2013 - July 18, 2017

END OF CONSENT AGENDA

X. SUPERVISORS' REPORTS OR COMMENTS

XI. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

XII. CLAIMS

1. AUDITOR

Consider approving Special Claims.

2. AUDITOR

Consider approving Claim Register Sheets for period November 15, 2016 through December 12, 2016.

XIII. ADMINISTRATION

1. Designate the 2017 Delegate and Alternate Supervisors for the Rural County Representatives of California (RCRC) Board of Directors.

2. ADMINISTRATION

Designate the 2017 Golden State Finance Authority Delegate and Alternate to the GSFA Board of Directors.

3. ADMINISTRATION

Designate the 2017 Delegate and Alternate for the Rural Counties' Environmental Services Joint Powers Authority (ESJPA) Board of Directors.

4. ADMINISTRATION

Consider approving first amendment to the facility use license agreement with the Sites Project Authority, for 122 Highway 99 in Maxwell, California, extending the termination date to April 30, 2017 and authorize the Chair to sign.

5. ADMINISTRATION

Consider request of the Williams Upper Elementary School's Parent Teacher Organization (PTO) for assistance with the purchase of upgraded play structures for the Williams Upper Elementary School campus, in the amount of \$25,000, as recommended by Supervisor Marshall.

6. ADMINISTRATION

Adopt a proclamation of the Board of Supervisors of the County of Colusa, State of California honoring Mark Marshall for his dedication and leadership to Colusa County and authorize the Chair to sign.

XIV. CLOSED SESSION

1. COUNTY COUNSEL
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code Section 54956.9(a), *In re Jennifer McAllister*, Workers'
Compensation Appeals Board, Claim Number TIBS-600017

2. COUNTY COUNSEL
CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO
LITIGATION
Significant exposure to litigation pursuant to California Government Code
section 54956.9(d)(2): One matter.

3. COUNTY COUNSEL
LIABILITY CLAIM
California Government Code section 54956.95. Two matters.

4. COUNTY COUNSEL
PUBLIC EMPLOYMENT
California Government Code 54957. One matter.

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.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

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