

## Board of Supervisors

J. Merced Corona, District I  
John D. Loudon, District II  
Kent S. Boes, District III  
Gary J. Evans, District IV, Vice Chair  
Denise J. Carter, District V, Chair



## County of Colusa

Wendy G. Tyler, CAO/Clerk to the  
Board of Supervisors/Risk Manager  
Ann Nordyke, Chief Deputy Clerk to  
the Board of Supervisors  
Patricia Rodriguez, Deputy Clerk  
Melissa Kitts, Deputy Clerk  
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**Board Chambers**  
546 Jay Street, Suite 108  
Colusa, CA 95932

## Minutes

June 16, 2020

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 16<sup>th</sup> day of June 2020 at the hour of 9:00 a.m. Present: Supervisors Kent S. Boes, John D. Loudon, Gary J. Evans, J. Merced Corona, and Denise J. Carter.

Present: Marcos Kropf, County Counsel.  
Wendy G. Tyler, CAO, Clerk of the Board/Risk Manager.  
Ann Nordyke, Melissa Kitts, Board Clerks.  
Michael Azevedo, Public Works Department.  
Greg Plucker, Community Development Department.  
Elizabeth Kelly, Elvert Richardson, Health and Human Services Department.  
David Prentice, Human Resources Department.  
Robert Zunino, Andrea Navarro, Auditor-Controller's Office.  
Kaline Moore, Angela Gross, Dusty Whiting, CAO's Office.  
Greg Hinton, Anastacia Allen, Ag Commissioner's Office.  
Joe Garofalo, Mark Contreras, Sheriff's Office.  
Terry Rooney, Behavioral Health Department.  
Stacey Costello, Colusa County Libraries.  
Rose Gallo-Vasquez, Clerk-Recorder's Office.  
Michael Rogers, Probation Department.  
Arnie Gross, Assessor's Office.  
Devin Kelly, District Attorney's Office.  
Jeff Gilbert, Williams Fire Protection District.  
Jerry Brown, Kevin Spesert, Sites Project.  
Dan Shea, Recology.  
David Markss, Colusa City Councilman.  
Susan Meeker, Pioneer Review.

Present via Teleconference: Jennifer Roberts, Arbuckle citizen.

Opening Prayer - Pledge of Allegiance

PUBLIC COMMENT

Ms. Roberts speaks to items pertaining to the Black Lives Matter activities taking place throughout the County.

CLOSED SESSION REPORT FROM JUNE 2, 20201. **Sitting as the In-Home Supportive Services Public Authority Board**

CONFERENCE WITH LABOR NEGOTIATOR. California Government Code 54957.6. Agency Negotiator: Patrick Clark. Employee Organizations: In-Home Supportive Services (IHSS). Counsel states there is no reportable action.

ANNOUNCEMENT OF CLOSED SESSION

Counsel announces Closed Session as follows:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2): One matter.
2. EMPLOYEE PERFORMANCE EVALUATION  
California Government Code section 54957(b). Title: County Administrative Officer.

I. STAFF REPORTS

Mr. Prentice states he is working on the final details of the revised County Personnel Rules and Regulations, including labor relations, which will come before the Board on June 30, 2020.

Mr. Azevedo states on June 27, 2020, the County will be holding a household hazardous waste disposal event which is free to all County residents at the Road Yard in Williams. He further requests that Human Resources distribute the updated Rules and Regulations to Department Heads so they may review prior to adoption by the Board.

Ms. Costello states that the Libraries are open and are serving lunches at 5 sites. She further states, they will be requesting more food deliveries as they have been experiencing a high demand.

Ms. Kelly states that cases of COVID-19 remain at 7 cases, and it's her understanding all have recovered. She further states that they are working on improving participation in the 2020 Census.

Ms. Gallo-Vasquez provides an update on the November elections.

Mr. Hinton provides an update regarding N95 respirators.

Ms. Tyler states that the Colusa Library and the Sheriff's Department have both been painted. She further states the California Energy Commission loan was approved and there will be a meeting the second week of July to discuss project planning.

CONSENT AGENDA

Chair Carter makes time for approval of Consent Agenda Item No.'s 1 through 22.

Supervisor Boes requests Item No. 1 be pulled and Supervisor Loudon requests Item No.'s 9 and 16 be pulled and considered separately.

Chair Carter so directs.

Approve Consent Agenda Item No.'s 2 through 8, 10 through 15 and 17 through 22, with correction to item number 10.

2. TREASURER

Accept May 2020 Treasury Monthly Investment Report as presented.

3. PURCHASING AND PROCUREMENT/MENTAL HEALTH

Approve Contract No. **C20-107**, the second modification to Contract C19-088 with **Willow Glen Care Center** for board and care services, effective July 1, 2020.

4. PURCHASING AND PROCUREMENT/CENTRAL SERVICES

Approve Contract No. **C20-108**, the second modification to Contract C18-110 with **Davies Oil Company** and Contract No. **C20-109**, the second modification to Contract C18-111 with **Reading Oil, Inc.** for fuel services, effective July 1, 2020.

5. APPOINTMENT/WILLIAMS FIRE PROTECTION DISTRICT

Reappoint Allen Gobel (Dist. 3) effective June 30, 2020, to the Williams Fire Protection District. **(Application Received: Allen Gobel)**

6. PURCHASING AND PROCUREMENT/ASSESSOR

Approve Contract No. **C20-110**, the second modification to Contract C18-070 with **Megabyte Systems Inc.**, effective July 1, 2020.

7. AUDITOR

Receive Annual Report of Imprest Cash and Change Funds.

8. SHERIFF

Approve the Colusa County Sheriff's Office Field Services Division and Correctional Services Division (Jail) 2019-2020 Supplemental Law Enforcement Funds Spending Plans (County FY 2020-2021), in the amount of \$106,160.

10. APPOINTMENT/~~CYPRESS HILL~~ PRINCETON CEMETERY DISTRICT

Appoint Marie Johnson (Dist. 5) to the Princeton Cemetery District, effective June 16, 2020 through February 26, 2022. **(Application received: Marie Johnson)**

11. HEALTH AND HUMAN SERVICES

Approve Contract No. **C20-111**, the first modification to contract with **Colusa Indian Health** for reimbursement of costs for Hospital Preparedness Program.

12. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION  
Approve Contract No. **C20-112**, the second modification to Contract C16-101 with **Refined Technologies** for software registry for data collection and reporting on In-Home Supportive Services.
13. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION  
Approve Contract No. **C20-113**, the second modification to Contract C14-010 with **Wendy K. Lyle, PhD** for professional services.
14. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION  
Approve Contract No. **C20-114** with **Youth for Change** for Foster Care Wraparound Services, effective February 1, 2020.
15. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION  
Approve Contract No. **C20-115**, the second modification to Contract (C15-023) with **Jennifer Beck** to provide backup legal counsel, effective July 1, 2020.
17. AG COMMISSIONER  
Approve Contract No. **C20-116**, the annual agreement with **California Crop Improvement Association**, for services related to seed certification, effective July 1, 2020 and authorize the Agricultural Commissioner to sign on behalf of the County.
18. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION  
Approve Contract No. **C20-117**, the first modification to Contract C19-154 with **Colusa County Office of Education** for providing Stage One Childcare services to CalWORKS program participants.
19. COMMUNITY DEVELOPMENT/PLANNING & BUILDING  
Approve Contract No. **C20-118** the attached letter of engagement with **Abbott and Kindermann, Inc.** for environmental review peer-review services and authorize the County Administrative Officer to sign.
20. HEALTH AND HUMAN SERVICES/WELFARE ADMINISTRATION  
Authorize out-of-state travel to South Carolina on June 26, 2020 for one Social Worker, Benet Guidera.
21. PUBLIC WORKS/ROAD DEPARTMENT  
Adopt **Resolution No. 20-022** certifying Colusa County's maintained County road mileage for 2019.
22. PUBLIC WORKS/ROAD DEPARTMENT/SOLID WASTE  
Approve Contract No. **C20-119**, the sixteenth (16<sup>th</sup>) modification to C05-112 with **Recology Butte Colusa Counties, Inc.**, effective July 1, 2020.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

1. BOARD OF SUPERVISORS

Approve the May 19, 2020 Board of Supervisors meeting Minutes and the May 27, 2020 Special Meeting Minutes.

<b>RESULT:</b>	<b>APPROVED [4-0-1]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Loudon, Evans, Corona, Carter
<b>ABSTAIN:</b>	Boes

9. PURCHASING AND PROCUREMENT/LIBRARY

Declare a certain Virtual Reality System as surplus and authorize donation of the system to Colusa High School.

Comments received by Ms. Costello.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

16. PURCHASING AND PROCUREMENT/DISTRICT ATTORNEY

Approve Contract No. **C20-120** with **Systems & Space, Inc.** for the relocation of District Attorney's filing system, effective July 1, 2020.

Comments received by Ms. Gross.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

III. HUMAN RESOURCES

1. Approve a Step 4 appointment for Gabriel Torres, Code Compliance Officer, PFT, PF Range 33, Step 4, \$4,977 per month, effective his date of hire. **(4/5<sup>th</sup> vote required)**

Comments received by Mr. Prentice.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

IV. AUDITOR

1. Approve Special Claims.  
There were no Special Claims.

V. HEALTH AND HUMAN SERVICES/WELFARE ADMINISTRATION

1. Adopt **Resolution No. 20-023** electing to participate in the California Governor's Office of Emergency Services (CAL OES), Victim Services and Public Safety Branch Child Advocacy Center (KC) Program and authorize the County Department of Health and Human Services to administer same.

Comments received by Ms. Kelly.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

VI. COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING & BUILDING

1. Ratify the Williams Fire Protection Authority's adopted ordinance amending the 2019 California Fire Code and designate the Williams Fire Protection Authority's Chief as the enforcing officer within the District.

Comments received by Mr. Plucker and Chief Gilbert.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

9:36 a.m. Chair Carter recuses herself and leaves room.

VII. PUBLIC WORKS/ROAD DEPARTMENT/SITES RESERVOIR PROJECT

1. Approve Contract No. **C20-121**, the Second Amendment to **2019 Sites Reservoir** Project Agreement.

Comments received by Mr. Azevedo, Ms. Tyler, and Mr. Brown.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Boes, Loudon, Evans, Corona
<b>ABSENT:</b>	Carter

10:06 a.m. Chair Carter rejoins the Session and is now seated.

VIII. PURCHASING AND PROCUREMENT/PROBATION – PAROLE REFORM - AB109

1. Approve purchase of thirteen unbudgeted Kenwood hand held radios and accessories from Sutter Buttes Communications, Inc., a Cal eProcure vendor.

Comments received by Ms. Gross and Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

PURCHASING AND PROCUREMENT/COUNTY COUNSEL

2. Approve purchase of unbudgeted conference table and Dell laptop for County Counsel.

Comments received by Ms. Gross, Ms. Tyler, and Mr. Kropf.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Evans
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

PURCHASING AND PROCUREMENT/DISTRICT ATTORNEY

3. Approve purchase of unbudgeted overhead hutch for the District Attorney's office.

Comments received by Ms. Gross, Ms. Tyler and Ms. Kelley.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

**IX.** COUNTY ADMINISTRATIVE OFFICE

1. Approval of temporary purchasing and contract authority up to \$25,000 during July 2020 for the remodel of 6<sup>th</sup> and Jay Street, Colusa, CA.

Comments received by Ms. Moore and Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Loudon
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

COUNTY ADMINISTRATIVE OFFICE/BUILDING & GROUNDS-MAINTENANCE

2. Approve plans, specifications and working details for the construction of secure reception areas for the 6<sup>th</sup> & Jay Street project (Request for Bids).

Comments received by Ms. Moore.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Loudon
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

COUNTY ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS

3. Approve letter to Mark Ghilarducci, Director of CalOES in response to his letter of May 29, 2020 concerning OES COVID-19 and other types of funding that could be impacted by the Board's May 27, 2020 action.

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Boes, Loudon, Evans, Corona, Carter

X. BOARD OF SUPERVISORS

1. Approve the June 2, 2020 Board of Supervisors meeting minutes.

Comments received by Ms. Tyler.

<b>RESULT:</b>	<b>APPROVED [4-0-1]</b>
<b>MOVER:</b>	Evans
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Loudon, Evans, Corona, Carter
<b>ABSTAIN:</b>	Boes

Chair Carter declares a recess at 10:23 a.m. and reconvenes in Regular Session at 10:32 a.m. with all Supervisors present.

Present: Marcos Kropf, County Counsel.  
Wendy G. Tyler, CAO, Clerk of the Board/Risk Manager.  
Ann Nordyke, Melissa Kitts, Board Clerks.  
Michael Azevedo, Public Works Department.  
Greg Plucker, Community Development Department.  
Elizabeth Kelly, Elvert Richardson, Health and Human Services Department.  
David Prentice, Human Resources Department.  
Robert Zunino, Andrea Navarro, Auditor-Controller's Office.  
Kaline Moore, Angela Gross, Dusty Whiting, CAO's Office.  
Greg Hinton, Anastacia Allen, Ag Commissioner's Office.  
Joe Garofalo, Mark Contreras, Sheriff's Office.  
Terry Rooney, Behavioral Health Department.  
Stacey Costello, Colusa County Libraries.  
Rose Gallo-Vasquez, Clerk-Recorder's Office.  
Michael Rogers, Probation Department.  
Arnie Gross, Assessor's Office.  
Devin Kelly, District Attorney's Office.  
Jeff Gilbert, Williams Fire Protection District.  
Jerry Brown, Kevin Spesert, Sites Project.  
Dan Shea, Recology.  
David Markss, Colusa City Councilman.  
Susan Meeker, Pioneer Review.



Chair Carter makes time for discussion and possible action regarding compensation and benefit proposals presented by the Elected Department Heads.

Comments received by Sheriff Garofalo, Ms. Tyler, Mr. Prentice, Mr. Zunino, and Mr. Kropf.

BOARD OF SUPERVISORS/ELECTED DEPARTMENT HEADS

2. Chair Carter directs staff to begin implementation of new compensation package for Elected Officials starting with the June 2020 Payroll, and further, draft a Resolution for approval at the June 30, 2020 Board of Supervisors meeting.

**XI. SUPERVISORS' REPORTS OR COMMENTS**

Supervisor Corona

Meetings/functions attended:

Transportation and Transit meeting

Supervisor Evans

Meetings/functions attended:

Sites meetings

Transportation and Transit meeting

CalOES Response Letter meeting

Supervisor Loudon

Meetings/functions attended:

Colusa City Council

Colusa Chamber of Commerce Board meeting

LAFCo Board meeting

Behavioral Health Board meeting

VFW meeting

Supervisor Boes

Meetings/functions attended:

Regional Housing Authority meeting

Memorial Day at Cemetery

DHHS Director meeting

Neighborworks/PG&E meeting

Williams Unified School District walkthrough

Black Lives Matter protest

CalOES Response Letter meeting

Transportation and Transit meeting

Supervisor Carter

Meetings/functions attended:

Groundwater Commission meeting

Sac Valley Basinwide Air Pollution Control Council meeting

CSAC Rural Caucus meeting

County Fair Livestock Auction and phone calls

CalOES Response Letter meeting

**XII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS**

Chair Carter states that the California State Budget just came out, though there will be many trailer bills that will make an impact.

Ms. Tyler states the County proposed budget will be a rollover budget and will be presented at the next meeting.

Chair Carter declares a recess at 11:39 a.m. to convene in Closed Session.

**XIII. CLOSED SESSION/COUNTY COUNSEL****1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2): One matter.

**2. EMPLOYEE PERFORMANCE EVALUATION**

California Government Code section 54957(b). Title: County Administrative Officer.

Chair Carter adjourned Closed Session at 12:55 p.m. to reconvene in Regular Session on June 30, 2020 at the hour of 9:00 a.m.

\_\_\_\_\_  
Denise J. Carter, Chair

Attest: Wendy G. Tyler,  
Clerk to the Board of Supervisors

BY \_\_\_\_\_  
Melissa Kitts, Deputy Clerk