

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

October 27, 2020

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 27th day of October 2020 at the hour of 9:00 a.m. Present: Supervisors Kent S. Boes, J. Merced Corona, John D. Loudon, Gary J. Evans, and Denise J. Carter.

Present: Marcos Kropf, County Counsel's Office.
Wendy G. Tyler, Ann Nordyke, Melissa Kitts, CAO, Clerk of the Board.
Elizabeth Kelly, Health and Human Services Department.
Robert Zunino, Auditor-Controller's Office.
Kaline Moore, Angela Gross, CAO's Office.
David Prentice, Human Resources Department.
Mike Azevedo, Public Works Department.
Anastacia Allen, Ag Commissioner's Office.
Greg Plucker, Community Development Department.
Todd Manouse, Safety Officer.
Natalie Dillon, Child Support Services Department.
Dan Charter, Treasurer-Tax Collector's Office.
Holly Gallagher, CCEA.
Jacob Kley, Colusa Industrial Properties.
Dave Markss, Colusa City Councilman.
Daurice Kalfsbeek-Smith, Colusa citizen.
Susan Meeker, Pioneer Review.

Opening Prayer - Pledge of Allegiance

PERIOD OF PUBLIC COMMENT

None.

REPORT FROM OCTOBER 13, 2020 CLOSED SESSION

1. **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.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR. California Government Code section 54956.8. Property: Building located at 810 C Street, Williams, California. Negotiator: County Administrative Officer Wendy Tyler. Property Owner: County of Colusa. Under negotiation: Potential transfer of property to the City of Williams. Counsel states there is no reportable action.

I. HEALTH & HUMAN SERVICES/PUBLIC HEALTH

1. Update on the COVID-19 Pandemic.

Comments received by Ms. Kelly and Ms. Tyler.

II. STAFF REPORTS

Mr. Plucker provides an update on the second distribution of Coronavirus Relief Funds (CRF) Small Business Support Grants.

Mr. Prentice announces the following individuals received Kudo cards for the month of October as follows:

EMPLOYEE	DEPARTMENT
Angelika Terry	Auditor-Controller
Christine Doble	Auditor-Controller
Benet Guidera	DHHS
Carina Padilla	DHHS
Gabrielle Ortiz	Probation

The card selected for a \$25.00 gift certificate to a Colusa County vendor was Benet Guidera.

Ms. Gallo-Vasquez provides an update on the November 3, 2020 Election.

Ms. Tyler provides an update regarding the distribution of CARES funding. She further states that Human Resources has been provided a copy of the DA's letter to the Board of Supervisors regarding the investigator recruitment.

Mr. Prentice states that they forwarded two qualified candidate applications for the DA Investigator position to District Attorney Beauchamp yesterday. If those two applicants don't make it through the process, they will look into revising the job description.

Ms. Kelly provides an update on flu vaccination clinics being held throughout the County.

CONSENT AGENDA

Chair Carter makes time for approval of Consent Agenda Item No.'s 1 through 11.

Supervisor Loudon requests Item No. 11 be pulled and considered separately.

Chair Carter so directs.

Approve Consent Agenda Items No.'s 1 through 10.

1. BOARD OF SUPERVISORS
Approve the October 13, 2020 Board of Supervisors meeting minutes.
2. COMMUNITY DEVELOPMENT/WATER MANAGEMENT
Approve Contract No. **C20-197**, agreement with **Colusa Groundwater Authority**, for Staff Services.
3. APPOINTMENT/LOCAL CHILD CARE PLANNING COUNCIL
Appoint Maria Ayala to the Colusa Local Child Care Planning Council , as a Public Agency Representative , effective October 27, 2020 through September 14, 2023, to serve a 3 year term. **(Application received: Maria Ayala)**
4. HUMAN RESOURCES
Revisit Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.
5. HUMAN RESOURCES
Approve Contract No. **C20-198**, first modification to Contract C17-168 with **Marcos Kropf**, County Counsel, effective October 1, 2020.
6. HUMAN RESOURCES
Approve a revised Colusa County 125 Cafeteria Plan effective October 1, 2020.
7. PURCHASING AND PROCUREMENT/PUBLIC WORKS
Award Contract No. **C20-199** to **Lamon Construction Co., Inc.** for Reconstruction of Lodoga Stonyford Road from Little Stony Creek Bridge to Little Indian Creek Bridge.
8. PURCHASING AND PROCUREMENT/PUBLIC WORKS
Approve Contract No. **C20-200**, Lease Agreement with **US Bank** for a copy machine and authorize the Purchasing Agent to sign.
9. PURCHASING AND PROCUREMENT/BUILDING & GROUNDS - MAINTENANCE
Adopt plans, specifications and working details for replacing the Septic Leach Field located at the Colusa County Airport.
10. PURCHASING AND PROCUREMENT/PUBLIC HEALTH
Approve Contract No. **C20-201**, First Modification to Contract C18-160 with **Susan Haun dba Strategies By Design** to provide independent evaluation of Tobacco Education Program.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Boes
SECONDER:	Evans
AYES:	Boes, Loudon, Evans, Corona, Carter

Chair Carter makes time for Consent Item No. 11.

11. PURCHASING AND PROCUREMENT/PUBLIC HEALTH
Approve Contract No. **C20-202** with **Jeff Kennedy dba Kennedy Consulting** for management services of the Hospital Preparedness Program, effective July 1, 2020.

Comments received by Ms. Kelly.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Loudon
SECONDER:	Boes
AYES:	Boes, Loudon, Evans, Corona, Carter

IV. TREASURER/TAX COLLECTOR

1. Accept September 2020 Treasury Monthly Investment Report as presented.

Comments received by Mr. Charter and Ms. Tyler.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Boes
SECONDER:	Loudon
AYES:	Boes, Loudon, Evans, Corona, Carter

V. AUDITOR

1. Approve Special Claims as follows:

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
638200	AIRPORT	SACRAMENTO RIVER AVIATION	\$75.00
638201	ROAD	WGR SOUTHWEST, INC	\$2,305.00
638202	B&G Maintenance	EMCOR SERVICES	\$1,659.00
638203	B&G Maintenance	EMCOR SERVICES	\$1,505.50

Comments received by Ms. Tyler.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Corona
AYES:	Boes, Loudon, Evans, Corona, Carter

VI. CLERK-RECORDER/ELECTIONS

1. Adopt **Resolution No. 20-044** Appointing Directors to Special Districts in lieu of the November 3, 2020 election to the Arbuckle Fire Protection District, Cortina Community Services District, Maxwell Fire Protection District, Maxwell Public Utility District and Maxwell Recreation and Park District.

Comments received by Ms. Gallo-Vasquez.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Loudon
SECONDER:	Corona
AYES:	Boes, Loudon, Evans, Corona, Carter

VII. COMMUNITY DEVELOPMENT DEPARTMENT

1. Adopt **Resolution No. 20-045** authorizing the recordation of Parcel Map No. 20-04 (Kaelin Farming) and authorize the Surveyor to record same.

Comments received by Mr. Plucker.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Loudon
SECONDER:	Evans
AYES:	Boes, Loudon, Evans, Corona, Carter

2. Adopt **Resolution No. 20-046** approving the City of Colusa's Sphere of Influence Amendment and General Plan land use designations for unincorporated area included in the Colusa Industrial Park's annexation to the City of Colusa.

Comments received by Mr. Plucker and Mr. Kley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Loudon
SECONDER:	Evans
AYES:	Boes, Loudon, Evans, Corona, Carter

VIII. COUNTY ADMINISTRATIVE OFFICE/RISK MANAGEMENT

1. Presentation on Loss Prevention and Safety activities.

Comments received by Mr. Manouse.

COUNTY ADMINISTRATIVE OFFICE/CHILD SUPPORT

2. Approve Contract No. **C20-203** Memorandum of Understanding (MOU) between Colusa, Sutter and Yolo Counties regionalizing the three Local Child Support Agencies (LCSA). **Further**, following approval, Chair Carter assigns Supervisor Boes to the Child Support Leadership Advisory Committee which will be added to the annual list of Committee assignments for Board members.

Comments received by Mses. Tyler, Dillon, Weston, Gallagher, and Kelly.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Loudon
SECONDER:	Boes
AYES:	Boes, Loudon, Evans, Corona, Carter

COUNTY ADMINISTRATIVE OFFICE

3. Assign Airport Operations Oversight to the Department of Public Works; further assign Airport Land Use Planning Oversight to the Community Development Department.

Comments received by Ms. Tyler, Mr. Plucker, Mr. Azevedo, and Ms. Allen.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Boes
AYES:	Boes, Loudon, Evans, Corona, Carter

IX. HUMAN RESOURCES/PLANNING & BUILDING

1. Approve revised job description for the Director of Community Development, effective November 1, 2020. **Further**, approve a salary range change for the Director of Community Development from DH Range 42 (\$9,455 - \$12,106) to DH Range 44 (\$9,934 - \$12,720), effective November 1, 2020.

Comments received by Mr. Prentice.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Corona
AYES:	Boes, Loudon, Evans, Corona, Carter

X. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Corona

Meetings/functions attended:

- Fundraising
- Back the Badge event
- North State Counties conference
- Community Action Partnership meeting
- Natalie Corona Mural unveiling

Supervisor Evans

Meetings/functions attended:

- Sites meetings

Supervisor Boes

Meetings/functions attended:

- Natalie Corona Mural unveiling

Supervisor Carter

Meetings/functions attended:

- RCRC Executive Community meetings
- RCRC ESJPA Board meeting
- CSAC Rural COVID Working Groups meeting
- COVID Briefings
- Butte Subbasin Advisory Board meeting
- Congressman Garamendi's Women of the Year Zoom meeting

Supervisor Loudon

Meetings/functions attended:

- Behavioral Health Board meeting
- VFW meeting
- RD108 Board meeting
- COVID Briefings

Supervisor Loudon congratulates Colusa County Librarian, Stacey Costello, for her nomination as Woman of the Year by Congressman Garamendi's Office.

XI. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS
None.

Chair Carter adjourned the meeting at 10:59 a.m. to reconvene in Regular Session on November 10, 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