

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
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Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

Minutes

November 10, 2020

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 10th day of November 2020 at the hour of 9:01 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's Office.
Wendy G. Tyler, Ann Nordyke, Patricia Rodriguez, CAO, Clerk of the Board.
Elizabeth Kelly, Rose Tanner, Annie Mitchell, Health and Human Services Department.
David Prentice, Human Resources Department.
Michael Rogers, Probation Department.
Greg Plucker, Tana Loudon, Community Development Department.
Michael Bradwell, Janice Bell, Russ Jones, Sheriff's Office.
Rose Gallo-Vasquez, Clerk-Recorder's Office.
Stacey Costello, County Librarian.
Kaline Moore, Angela Gross, CAO's Office.
Anastacia Allen, Don Kitamura, Casey Ryan, Ag Commissioners Office.
Michael West, Colusa County Office of Education.
Daurice Kalfsbeek Smith, Supervisor Elect.
Mike Taylor, Colusa citizen.
Dave Markss, Colusa City Councilman.
William Abel, Randy Johnson, Woody Yerxa, Colusa County Aviation Association.
Susan Meeker, Pioneer Review.

Opening Prayer - Pledge of Allegiance

PERIOD OF PUBLIC COMMENT

None.

ANNOUNCEMENT OF CLOSED SESSION

Mr. Kropf announces Closed Session as follows:

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
California Government Code Section 54956.9(d)(4). Potential initiation of litigation: one matter.

Ms. Tyler states a matter arose after the posting of the November 10, 2020 Agenda regarding authorizing acceptance of three USDA Rural Development grants for which the County is eligible.

Find that a matter arose after the posting of the November 10, 2020 Agenda regarding authorizing acceptance of three USDA Rural Development grants for which the County is eligible. Further, the item will be placed on the Agenda as Item No. 6 under the County Administrative Office.

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

- I. HEALTH AND HUMAN SERVICES/PUBLIC HEALTH
 1. Update on the COVID-19 Pandemic.

Comments received by Ms. Kelly and Ms. Tyler.

- II. STAFF REPORTS

Mr. Plucker thanks Ms. Loudon for her work on the Business Assistance Grant Program.

Ms. Loudon gives an update on the Coronavirus Relief Fund (CRF) Business Assistance Grant Program, Rounds 1 and 2.

Ms. Gallo-Vasquez gives an update on the post elections process.

Ms. Allen gives an update on Migrant Housing.

CONSENT AGENDA

Chair Carter makes time for the approval of Consent Agenda Item No.'s 1 through 7.

Supervisor Boes requests Item No. 4 be pulled and considered separately.

Chair Carter so directs.

Approve Consent Agenda Items No.'s 1 through 3, and 5 through 7.

1. BOARD OF SUPERVISORS

Approve the October 27, 2020 Board of Supervisors meeting minutes.

2. PURCHASING AND PROCUREMENT/AUDITOR

Approve Contract **C20-204** Third Modification to Contract C17-223 with **OpenGov** to align certain software function provisions with the contract terms.

3. APPOINTMENT/FIRST 5 CHILDREN & FAMILIES COMMISSION

Appoint Vicki Markss to the First 5 Colusa Children and Families Commission, effective November 10, 2020 through November 9, 2023. **(Application received: Vicki Markss)**

5. HUMAN RESOURCES

Revisit Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.

6. PROBATION

Approve Contract No. **C20-205** Memorandum of Agreement with **Butte County** for probation mutual aid provided during North Complex Fire.

7. PURCHASING AND PROCUREMENT/PUBLIC WORKS

Approve Contract No. **C20-206** Third Modification to Contract C19-062 with **Coastland Civil Engineering, Inc.** for professional engineering services, effective July 1, 2020.

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

Chair Carter makes time for Consent Item No. 4.

APPOINTMENT/SACRAMENTO RIVER FIRE PROTECTION DISTRICT

4. Reappoint John Miller to the Sacramento River Fire Protection District for a 4-year term, effective November 17, 2020 through November 16, 2024 **(Application received: John Miller)**

Comments received by Ms. Nordyke.

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

IV. COLUSA COUNTY OFFICE OF EDUCATION

1. Update from the County Superintendent of Schools Regarding Williams Settlement Site Visits and other matters of interest.

Comments received by Mr. West.

Chair Carter declares a recess at 9:57 a.m. and states they are now sitting as the Colusa County Air Pollution Control District with all Directors present.

Present: Marcos Kropf, County Counsel's Office.
Wendy G. Tyler, Ann Nordyke, Patricia Rodriguez, CAO, Clerk of the Board.

Elizabeth Kelly, Rose Tanner, Annie Mitchell, Health and Human Services Department.
David Prentice, Human Resources Department.
Michael Rogers, Probation Department.
Greg Plucker, Tana Loudon, Community Development Department.
Michael Bradwell, Janice Bell, Russ Jones, Sheriff's Office.
Rose Gallo-Vasquez, Clerk-Recorder's Office.
Stacey Costello, County Librarian.
Kaline Moore, Angela Gross, CAO's Office.
Anastacia Allen, Don Kitamura, Casey Ryan, Ag Commissioners Office.
Michael West, Colusa County Office of Education.
Daurice Kalfsbeek Smith, Supervisor Elect.
Mike Taylor, Colusa citizen.
Dave Markss, Colusa City Councilman.
William Abel, Randy Johnson, Woody Yerxa, Colusa County Aviation Association.
Susan Meeker, Pioneer Review.

9:57 a.m. (9:30 a.m. Item On Agenda)

PUBLIC HEARING

Chair Carter makes time for a Public Hearing and adoption of a Resolution amending the Air Pollution Control District Rule 266.

Comments received by Don Kitamura and Ms. Allen.

10:03 a.m. Chair Carter opens the Public Hearing and calls for Public Comment. Hearing none, Chair Carter closes the Public Hearing.

1. **Sitting as the Colusa County Air Pollution Control District**

Adopt **Resolution No. 20-047** amending the Air Pollution Control District Rule 266.

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

Chair Carter adjourns as the Air Pollution Control District at 10:05 a.m. and states that they are now sitting as the Colusa County Board of Supervisors with all Supervisors present.

Present: Marcos Kropf, County Counsel's Office.
Wendy G. Tyler, Ann Nordyke, Patricia Rodriguez, CAO, Clerk of the Board.
Elizabeth Kelly, Rose Tanner, Annie Mitchell, Health and Human Services Department.
David Prentice, Human Resources Department.
Michael Rogers, Probation Department.
Greg Plucker, Tana Loudon, Community Development

Department.
Michael Bradwell, Janice Bell, Russ Jones, Sheriff's Office.
Rose Gallo-Vasquez, Clerk-Recorder's Office.
Stacey Costello, County Librarian.
Kaline Moore, Angela Gross, CAO's Office.
Anastacia Allen, Don Kitamura, Casey Ryan, Ag
Commissioners Office.
Michael West, Colusa County Office of Education.
Daurice Kalfsbeek Smith, Supervisor Elect.
Mike Taylor, Colusa citizen.
Dave Markss, Colusa City Councilman.
William Abel, Randy Johnson, Woody Yerxa, Colusa County
Aviation Association.
Susan Meeker, Pioneer Review.

V. HUMAN RESOURCES/COUNTY LIBRARY

1. Amend the Position Allocation Schedule for budget unit 6021 deleting three Library Assistant I extra help positions, \$13.05 per hour, and adding one position of Library Assistant I (0.80), PPT, MSC Range 5, \$2,121-\$2,716 per month, effective November 10, 2020.

Comments received by Mr. Prentice, Ms. Costello and Ms. Tyler.

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

HUMAN RESOURCES/HEALTH DEPARTMENT

2. Amend the Position Allocation Schedule for budget unit 4012 adding two Limited-Term Health Program Specialist I/II/III positions, LT-FT, PF 26/30/34, \$3,663-\$4,695/\$4,046-\$5,184/\$4,468-\$5,724 and one Limited-Term DHHS Budget Analyst, LT-FT, PF 35, \$4,580-\$5,867, effective November 11, 2020 to June 30, 2023.

Comments received by Mr. Prentice, Ms. Kelly and Ms. Tyler.

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

VI. PROBATION

1. Accept Colusa County Public Safety Realignment Implementation Plan FY2020-2021.

Comments received by Mr. Rogers.

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

Chair Carter declares a recess at 10:24 a.m. and reconvenes at 10:35 a.m. in Regular Session with all Supervisors present.

Present: Marcos Kropf, County Counsel's Office.
Wendy G. Tyler, Ann Nordyke, Patricia Rodriguez, CAO, Clerk of the Board.
Elizabeth Kelly, Rose Tanner, Annie Mitchell, Health and Human Services Department.
David Prentice, Human Resources Department.
Michael Rogers, Probation Department.
Greg Plucker, Tana Loudon, Community Development Department.
Michael Bradwell, Janice Bell, Russ Jones, Sheriff's Office.
Rose Gallo-Vasquez, Clerk-Recorder's Office.
Stacey Costello, County Librarian.
Kaline Moore, Angela Gross, CAO's Office.
Anastacia Allen, Don Kitamura, Casey Ryan, Ag Commissioners Office.
Michael West, Colusa County Office of Education.
Daurice Kalfsbeek Smith, Supervisor Elect.
Mike Taylor, Colusa citizen.
Dave Markss, Colusa City Councilman.
William Abel, Randy Johnson, Woody Yerxa, Colusa County Aviation Association.
Susan Meeker, Pioneer Review.

Chair Carter states due to the number of individuals in attendance for Item XI. 5 regarding Management of the Daily Operations of the Colusa County Airport we will consider the item now.

COUNTY ADMINISTRATIVE OFFICE

5. Consider Conceptual Proposal by Colusa County Aviation Association for Management of Daily Operations of the Colusa County Airport.

Comments received Mr. Abel and Ms. Tyler.

It is the consensus of the Board members to proceed with the conceptual proposal for Management of Daily Operation of the Colusa County Airport.

VII. AUDITOR

1. Approve Special Claims as follows:

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
638582	ROAD	WGR SOUTHWEST, INC	\$1,012.50

Comments received by Ms. Tyler.

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

VIII. SHERIFF/OES

1. Adopt **Resolution No. 20-048** authorizing Sheriff/OES Director or his designee to sign grant application documents for ongoing FY 2020 Emergency Management Performance Grant Program.

Comments received by Mr. Jones.

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

2. Adopt **Resolution No. 20-049** authorizing Sheriff/OES Director or his designee to sign grant application documents for FY 2020 Emergency Management Performance Grant COVID-19 grant program.

Comments received by Mr. Jones.

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

IX. AG COMMISSION/AIR POLLUTION CONTROL

1. Presentation and discussion regarding the FARMER Program: Alternative Assistance Replacement Program (AARP) guidelines.

Comments received by Ms. Allen, Mr. Ryan and Ms. Tyler.

X. PURCHASING AND PROCUREMENT/PROBATION

1. Approve purchase of the following unbudgeted fixed assets: two Glock handguns from ProForce Law Enforcement and authorize the Purchasing Agent to sign the Purchase Order.

Comments received by Ms. Tyler.

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

Ms. Moore requests adjustment No. 057 be pulled from consideration.

XI. COUNTY ADMINISTRATIVE OFFICE

1. Approve FY 19/20 Revenue and Appropriations Inter-Budget Adjustment No.'s 057-073. **(4/5th vote required)**

Comments received by Ms. Moore and Ms. Tyler.

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

2. Approve FY 19/20 Intra Budget Adjustment No.'s: B-20044 - B-20057.

Comments received by Ms. Moore.

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

3. Approve FY 20/21 Revenue and Appropriations Inter-Budget Adjustment No. 001. **(4/5th vote required)**

Comments received by Ms. Moore.

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

4. Approve FY 20/21 Intra Budget Adjustment No.'s: B-21001 - B-21002.

Comments received by Ms. Moore.

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

6. Adopt **Resolution No. 20-050** authorizing acceptance of three USDA Rural Development grants for which the County is eligible.

Comments received by Mr. Azevedo.

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

XII. BOARD OF SUPERVISORS/APPOINTMENT/COLUSA CEMETERY DISTRICT

1. Appoint Janice Bell to the Colusa Cemetery District to serve an unexpired term resulting from a resignation, effective October 27, 2020 through December 8, 2021.
(Application received: Janice Bell and Resa Lyn)

Comments received by Chair Carter.

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

BOARD OF SUPERVISORS

2. Appoint Richard Forster to the County Medical Services Program (CMSP) as a Governing Board member for (Group 1 Counties).

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

XIII. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Boes

Meetings/functions attended:

- COVID Briefing
- Transportation Commission and Transit Agency meeting
- CAP Board meeting
- Williams Elementary School Ribbon Cutting
- Karen's House meeting
- Regional Housing Authority Board meeting

Supervisor Corona

Meetings/functions attended:

- First 5 Children and Families Commission meeting
- Northern Counties COVID meeting
- CAP Board meeting

Supervisor Loudon

Meetings/functions attended:

- Tri-County Juvenile Oversight Board meeting
 - COVID Briefing
 - Colusa Cemetery District Interviews
 - Regional Housing Authority Board meeting
 - Chamber of Commerce Board meeting
 - Colusa City Council meeting
 - VFW meeting
 - LAFCo Board meeting
 - CEDC meeting
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Supervisor Evans

Meetings/functions attended:

CEDC meeting

Sites meetings

Transportation Commission and Transit Agency meeting

Supervisor Carter

Meetings/functions attended:

RCRC Executive Community meeting

Colusa Groundwater Commission meeting

NCWA Board meeting

Airport Advisory Committee meeting

CSAC Housing Land Use

Colusa Levee Park Community meeting

CSAC Rural Caucus COVID Work Group meeting

Colusa Cemetery District Interviews

LAFCo Board meeting

XV. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

None.

Chair Carter declares a recess at 11:45 a.m. to convene in Closed Session.

XVI. CLOSED SESSION/COUNTY COUNSEL

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

California Government Code Section 54956.9(d)(4). Potential initiation of litigation: one matter.

Chair Carter adjourned the meeting at 12:12 p.m. to reconvene in Regular Session on November 24, 2020 at the hour of 9:00 a.m.

Denise J. Carter, Chair

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

BY _____
Patricia Rodriguez, Deputy Clerk
