

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 December 15, 2020

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 15th day of December 2020 at the hour of 9:00 a.m. Present: Supervisors Kent S. Boes, John D. Loudon, Gary J. Evans, and Denise J. Carter. Present Via Teleconference: Supervisor J. Merced Corona.

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.
David Prentice, Human Resources Department.
Mike Azevedo, Public Works Department
Angela Gross, Kaline Moore, CAO's Office.
Daurice Kalfsbeek-Smith, Supervisor Elect.
Greg Plucker, Community Development Department.
Arnie Gross, Assessor's Office.
John Carrion, Woody Yerxa, Nancy Loudon, Dick Lau, Colusa citizens.
Susan Meeker, Pioneer Review.

Present via Teleconference: Matt Beauchamp, District Attorney's Office.
Steve Gimblin, Yuba City citizen.

Opening Prayer - Pledge of Allegiance

PERIOD OF PUBLIC COMMENT

None.

REPORT FROM NOVEMBER 24, 2020 CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
California Government Code Section 54956.9(d)(4). Potential initiation of litigation: one matter. Counsel states there is no reportable action.

I. HEALTH AND HUMAN SERVICES/PUBLIC HEALTH

1. Update on the COVID-19 Pandemic.

Comments received by Ms. Kelly.

II. STAFF REPORTS

Mr. Azevedo states that the Maxwell Transfer Station will no longer accept treated wood as of January 1, 2021, as it is now considered hazardous waste.

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

<u>Employee</u>	<u>Department</u>
Chantelle Estes	Behavioral Health
Devin Kelly	District Attorney's Office
Hailey Amundson	DHHS
Verena Garvin	DHHS
Christina Wilson	DHHS
Adriana Orozco	DHHS
Kerri King	Sheriff's Office
David Alvarado	Sheriff's Office
Irma Cull	Sheriff's Office
Cameron Kelso	Sheriff's Office
Robbi Lawson	Sheriff's Office
David Breton	Sheriff's Office
Pauline Francis	Sheriff's Office
Juan Gil	Probation
Ivan Maldonado	Probation
Gabrielle Ortiz	Probation
Naborina Medina	Probation
Samantha Orozco	Probation

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

Ms. Tyler states that since there has been an increase in COVID-19 cases, County staff may be reassigned as needed to assist with contact tracing efforts at Public Health. She further states that President Trump declared December 24, 2020 as a Federal Holiday, so the floating holiday will be changed to December 31, 2020.

CONSENT AGENDA

Approve Consent Agenda Items No.'s 1 through 26.

1. BOARD OF SUPERVISORS

Approve the November 24, 2020 Board of Supervisors meeting minutes.

2. TREASURER

Accept November 2020 Treasury Monthly Investment Report as presented.

3. TREASURER

Reaffirm County Policy No. 214 - Statement of Investment Policy and accept the 2021 Goals as presented.

4. PURCHASING AND PROCUREMENT/BUILDING & GROUNDS
Approve Contract No. **C20-216** with **Mesa Energy Systems dba EMCOR Services Mesa Energy** for HVAC Maintenance and Services.
5. SHERIFF/OES
Approve spending plan and authorize Sheriff Garofalo to expend funds previously received from FY2019 Subrecipient Public Safety Power Shutoff (PSPS) Resiliency Allocation.
6. BEHAVIORAL HEALTH/SUBSTANCE ABUSE
Approve Contract No. **C20-217**, first amendment to Performance Agreement (No. 18-95238) with the **Department of Health Care Services**, effective July 1, 2018.
7. PURCHASING AND PROCUREMENT/SOLID WASTE
Approve Contract No. **C20-218**, Fourth Modification to Contract C13-024 with **Haling & Associates** for surface/storm water monitoring and soil & landfill gas monitoring.
8. PURCHASING AND PROCUREMENT/AUDITOR
Approve Contract No. **C20-219** with **Demsey, Filliger & Associates, LLC.** for Other Post-Employment Benefits (OPEB) actuarial services.
9. PURCHASING AND PROCUREMENT/BUILDING & GROUNDS
Award Contract No. **C20-220** to **Jefferson State Highways, Inc.** for the Airport Septic Leach Field Replacement project.
10. BEHAVIORAL HEALTH
Approve Contract No. **C20-221**, third amendment to MOU with **California Health & Wellness Plan** for provision of health care services to MHP Medi-Cal beneficiaries.
11. SHERIFF
Ratify Contract No. **C20-222**, Project Agreement G19-03-05-L01/Contract No. C32-32-115, with the **California Department of Parks and Recreation** for on-going OHV Grant-Law Enforcement, effective October 4, 2020.
12. PURCHASING AND PROCUREMENT/BUILDING & GROUNDS
Ratify Contract No. **C20-223**, Second Modification to Contract C20-155 with **Oleg Kovrizhnykh dba OK Construction** for Change Order #2.
13. PURCHASING AND PROCUREMENT/TITLE III
Approve Contract No. **C20-224**, First Modification to Contract C19-014 with **Colusa County Resource Conservation District** for Community Wildfire Protection Plan, effective June 19, 2020.
14. PURCHASING AND PROCUREMENT/PUBLIC WORKS
Approve Contract No. **C20-225**, First Modification to Contract C20-056 with **WGR Southwest, Inc.** for Phase II MS4 Permit Compliance Support services, effective July 1, 2020.
15. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION
Approve purchase of Dell PowerEdge R6525 Server (fixed asset) for the Department of Health and Human Services from SHI International Corp. utilizing the

CMAS Contract #3-19-70-2905D and authorize the Purchasing Agent to sign the purchase order.

16. PURCHASING AND PROCUREMENT/WELFARE ADMINISTRATION
Approve Contract No. **C20-226**, Second Modification to Contract C19-127 (Agreement #EW-2019-05) with **The Regents of the University of California, Davis**, to extend the term of the contract for training Eligibility Workers, effective July 1, 2020.
17. PURCHASING AND PROCUREMENT/TRANSITIONAL HOUSING
Adopt plans, specifications and working details to replace floor covering at Colusa Independence Housing located at 713 D Street, Colusa, CA.
18. PURCHASING AND PROCUREMENT/TRANSITIONAL HOUSING
Adopt plans, specifications and working details for interior painting at Colusa Independence Housing located at 713 D Street, Colusa, CA.
19. APPOINTMENT/PRINCETON FIRE PROTECTION DISTRICT
Reappoint Chris Torres to the Princeton Fire Protection District, effective December 1, 2020 through November 30, 2024. **(Application received: Chris Torres)**
20. APPOINTMENT/CORTINA CREEK FLOOD CONTROL & FLOOD WATER CONSERVATION DISTRICT
Reappoint Peter Peterson to the Cortina Creek Flood Control & Flood Water Conservation District, effective December 15, 2020 to December 14, 2024. **(Application received: Peter D. Peterson)**
21. APPOINTMENTS/RESOURCE CONSERVATION DISTRICT
Appoint Elizabeth Nall, Ted Kingsley, Nas Chaudhary and Walt Seaver as members to the Resource Conservation District, effective November 28, 2020 to fill 4 vacancies. **(Applications Received: Elizabeth Nall, Ted Kingsley, Nas Chaudhary, and Walt Seaver)**
22. APPOINTMENT/SACRAMENTO RIVER FIRE PROTECTION DISTRICT
Appoint Johnny Kimbrell to the Sacramento River Fire Protection District to fill an unexpired term, effective December 15, 2020 through November 26, 2021. **(Application received: Johnny Kimbrell)**
23. COUNTY COUNSEL
Approve Contract No. **C20-227** with **Shaw Law Group** for an employment related investigation and authorize County Counsel to agree to the agreement and proposal effective November 6, 2020.
24. PURCHASING AND PROCUREMENT/CAO
Ratify purchase orders for fixed assets (505111242020, 501111252020, 110811242020, 207611242020, 207611242020 and 102111242020) and software (PC20-110) authorized by the Purchasing Agent enabling Colusa County employees to telework due to Covid-19 Pandemic.
25. PURCHASING AND PROCUREMENT/AIRPORT ENTERPRISE
Approve Contract No. **C20-228**, Task Order No. 3 for On-Call Engineering and Consulting Services under Master Airport Consulting Services Agreement with **Reinard W. Brandley**.

26. CLERK RECORDER/ELECTIONS

Acknowledge receipt of the Certified Election Results for the Presidential General Election held November 3, 2020.

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

IV. HUMAN RESOURCES/PERSONNEL

1. Modify **Resolution No. 20-008**, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19, to allow a Department Head to waive an employee's vacation accrual cap if the employee is assisting with efforts to prevent the spread of COVID-19 and is unable to take time off.

Comments received by Mr. Prentice.

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

HUMAN RESOURCES/ASSESSOR

2. Amend the position allocation schedule for the Assessor's Office as follows:

Add: 1 flexibly staffed allocation of Appraiser I/II/III, PFT, PF Range 23/27/31, \$3,401 - \$4,358/ \$3,755 - \$4,812/ \$4,147 - \$5,314 per month, effective January 1, 2021 (for a total of 3 flexibly staffed Appraiser I/II/III allocations)

Delete: Allocation of Appraisal Aide, PFT, MSC Range 18, \$2,973 - 3,813 per month; upon filling the Appraiser I/II/III position

Comments received by Mr. Prentice.

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

HUMAN RESOURCES/TRANSIT

3. Approve the revised job description for the Operations Supervisor classification.

Comments received by Mr. Prentice.

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

HUMAN RESOURCES/DISTRICT ATTORNEY

4. Discussion regarding salary range change for the classification of District Attorney Investigator.

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

9:43 a.m. (9:30 a.m. item on the agenda) PUBLIC HEARING

Chair Carter makes time for a Public Hearing and adoption of a Resolution approving the Arbuckle-College City Fire Protection District's 2020 Fire Development Impact Fee Study and Fee Proposal.

Comments received by Mr. Plucker, Mr. Gross, and Chief Cox.

9:59 a.m. Chair Carter Opens the Public Hearing and calls for Public Comment. Hearing none, Chair Carter closes the Public Hearing.

COMMUNITY DEVELOPMENT DEPARTMENT

1. Adopt **Resolution No. 20-051** approving the Arbuckle-College City Fire Protection District's 2020 Fire Development Impact Fee Study and Fee Proposal.

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

Chair Carter declares a recess at 10:00 a.m. and reconvenes at 10:06 a.m. with all Supervisors present.

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.
David Prentice, Human Resources Department.
Mike Azevedo, Public Works Department
Angela Gross, Kaline Moore, CAO's Office.
Daurice Kalfsbeek-Smith, Supervisor Elect.
Greg Plucker, Community Development Department.
Arnie Gross, Assessor's Office.
John Carrion, Woody Yerxa, Nancy Loudon,
Dick Lau, Colusa citizens.
Susan Meeker, Pioneer Review.

Present via Teleconference: Matt Beauchamp, District Attorney's Office.
Steve Gimblin, Yuba City citizen.
Jerry Brown, Former Governor of California.

Chair Carter makes time to hear additional Staff Reports.

Mr. Azevedo states that the Transit agency will be closed until January 1, 2021.

V. AUDITOR

1. Approve Special Claims as follows:

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
639655	AIRPORT	SACRAMENTO RIVER AVIATION	\$430.00

Comments received by Ms. Tyler.

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

VI. PURCHASING AND PROCUREMENT/PUBLIC HEALTH

1. Make a finding that competitive bidding would not be in the public interest and authorize the Purchasing Agent to process the order of one unbudgeted Ultra Low Temperature Freezer to store COVID-19 vaccine from K2scientific.

Comments received by Ms. Gross.

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

PURCHASING AND PROCUREMENT/CENTRAL SERVICES

2. Adopt **Resolution No. 20-052** declaring twenty-five vehicles from ten Departments as surplus county property and authorize the Purchasing Agent to dispose of them.

Comments received by Ms. Gross and Ms. Tyler.

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

PURCHASING AND PROCUREMENT/CAO

3. Approve the purchase of 55 unbudgeted Dell Precision 3551 Laptops with Dell Thunderbolt Docks and 55 Microsoft Office Professional Plus licenses due to Covid-19 Pandemic to enable County employees to Telework and authorize the Purchasing Agent to sign the purchase order.

Comments received by Ms. Gross and Ms. Tyler.

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

VII. COUNTY COUNSEL

1. Introduction by title only, of a proposed Ordinance amending Article XII of Chapter 2 of the County Code regarding Claims against the County.

Comments received by Mr. Kropf.

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

COUNTY COUNSEL/AIRPORT

2. Approve ground lease with **R.S. Gimblin** at County Airport for Hanger 24 location effective December 1, 2020 subject to payment of rental value of \$42.61 for ~~October~~ November 2020.

Comments received by Mr. Kropf, Mr. Gimblin, Mr. Yerxa, and Ms. Tyler.

Chair Carter directs staff to schedule a meeting with all parties involved to address concerns with the agreement.

RESULT:	TABLED
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VIII. COUNTY ADMINISTRATIVE OFFICE

1. Approve FY 19/20 Revenue and Appropriations Inter-Budget Adjustment No.'s 074-087. **(4/5th vote required)**

Comments received by Ms. Moore.

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

2. Approve FY 20/21 Intra Budget Adjustment No.'s: B-21003 - B-21007.

Comments received by Ms. Moore.

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

3. Approve FY 20/21 Revenue and Appropriations Inter-Budget Adjustment No.'s 002-007. **(4/5th vote required)**

Comments received by Ms. Moore.

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

IX. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

Ms. Tyler states that the last budget adjustments were made for FY19/20 and they are beginning to prepare for Mid-year budget review.

X. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Loudon

COVID Briefings
Regional Housing Authority meeting
Chamber of Commerce Board meeting
Treasury Oversight meeting
Behavioral Health Board meeting
VFW meeting

Supervisor Boes

COVID Briefings
Regional Housing Authority meeting
DA Office Tour
Karen's House meeting
Courthouse Tree Lighting

Supervisor Carter

Sierra Sac Valley EMC meeting
RCRC Special Executive Committee meetings
Sac Valley Basin Wide Air Pollution Control Council meeting
COVID Briefings
RCRC Board of Directors meeting
RCRC ESJPA meeting
CSAC Rural County COVID meetings
Colusa Groundwater Authority Public Outreach meetings
Mid & Upper Sac River Regional Flood Management Plan Coordinating
Committee meeting
Courthouse Tree Lighting

Chair Carter makes time to present a Proclamation to Supervisor Loudon commemorating his service as District II Supervisor.

Adopt a Proclamation of the Colusa County Board of Supervisors Honoring John D. Loudon upon his retirement As District II Supervisor of Colusa County.

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

Chair Carter adjourned the meeting at 11:19 a.m. to reconvene in Regular Session on January 5, 2021 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