

Board of Supervisors

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County of Colusa

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COLUSA COUNTY Board of Supervisors

Agenda

November 23, 2021

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

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.

You can listen to the meeting by dialing one of the numbers below:

Phone: 1-916-246-0723
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Conference Code: 401978 **DO NOT PUT YOUR PHONE ON HOLD**

9:00 a.m. CALL TO ORDER

- Opening Prayer - Pledge of Allegiance
- Period of Public Comment
- Report out of November 9, 2021 Closed Session
- 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.

CONSENT AGENDA

Approve Consent Agenda Item No.'s 1 through 17.

1. BOARD OF SUPERVISORS

Approve the Minutes from the November 9, 2021 Regular meeting and the November 15, 2021 Special meeting.

2. AG COMMISSION

Approve Standard Agreement (No.21-0283-000-SG) with the **California**

Department of Food and Agriculture for the Bee Safe Program, effective July 1, 2021.

3. APPOINTMENT/WILLIAMS FIRE PROTECTION DISTRICT
Reappoint Samuel Reynolds (Dist. 3) to the Williams Fire Protection District to serve a 4-year term effective July 18, 2021 through July 17, 2025. **(Application Received: Samuel Reynolds)**
4. APPOINTMENT/COLUSA CEMETERY DISTRICT
Reappoint Janice Bell to the Colusa Cemetery District Board, effective December 9, 2021 through December 8, 2025. **(Application received: Janice Bell)**
5. COUNTY COUNSEL
Approve Fourth modification to contract with Attorney, **John E. B. Myers, Esq.**, for dependent children legal representation, effective December 31, 2021.
6. HEALTH AND HUMAN SERVICES
Approve the First Modification to the Agreement for Professional Services with **Youth of Change** for the provision of Wraparound services.
7. HEALTH AND HUMAN SERVICES
Approve Subcontract (Agreement No. 21-007) with the **Chico State Enterprises**, for Senior Nutrition Program funding, effective July 1, 2021, and authorize County Administrative Officer to sign.
8. HUMAN RESOURCES/PERSONNEL
Reconsider Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.
9. PURCHASING AND PROCUREMENT
Declare three vehicles from two Departments as surplus County property and authorize the Purchasing Agent to dispose of same.
10. PURCHASING AND PROCUREMENT
Ratify 1st Amendment to a software agreement with **OpenGov, Inc.**, effective October 27, 2021.
11. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve 2nd Modification to agreement with **Noel J. O'Neill**, for Interim Behavioral Health Director services, effective November 1, 2021.
12. PURCHASING AND PROCUREMENT/PUBLIC WORKS
Approve contract with **ADKO Engineering** to provide the County with Surveyor services, effective November 1, 2021.
13. PURCHASING AND PROCUREMENT/HEALTH AND HUMAN SERVICES
Approve contract with **Susan Haun, bda Strategies By Design**, for evaluation of the tobacco education program, effective January 1, 2022.

14. PURCHASING AND PROCUREMENT/PROBATION
Approve a 5 year Equipment Lease agreement with **Superior California Office Equipment** and Maintenance agreement with **Advanced Document** for 2 new copy machines.
15. SHERIFF/OES
Adopt a Resolution certifying continuance of local drought emergency, first proclaimed by Sheriff Garofalo on June 16, 2021, ratified by the Board on June 22, 2021, continued on Aug. 17, 2021 and October 12, 2021
16. SHERIFF
Adopt a Resolution authorizing the Sheriff to apply for and execute the California State Parks Boating and Waterways Safety and Enforcement financial aid program and approving an agreement with the **California Department of Parks and Recreation**, effective July 1, 2022, to sign reimbursement claims, and authorizing the County Auditor to certify the amount of prior year's vessel taxes.
17. TREASURER
Accept October 2021 Treasury Monthly Investment Report as presented.

END OF CONSENT AGENDA

III. COUNTY OFFICE OF EDUCATION

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

IV. AUDITOR

1. Approve Special Claims.

V. HUMAN RESOURCES

1. Approve a Step 3 appointment for Teresa Henderson, Deputy Director of Health & Human Services, MGT Range 35, \$9,227 per month, effective her date of hire. **(4/5th vote required)**
2. Approve the following actions to be effective December 1, 2021:
 - A. Delete the existing classification of Office Assistant I; change the title of the existing "Office Assistant II" to "Office Assistant I"; change the title of the existing "Office Assistant III" to "Office Assistant II"; approve the revised job description to create a flexibly staffed Office Assistant I/II classification at the following salary ranges: Office Assistant I: MSC09 (\$2,450 – \$3,140), Office Assistant II: MSC13 (\$2,705 - \$3,470); Office Assistant II-AG MSC43 (\$2,885-\$3,686)
 - B. Adopt the range adjustment for the classifications of Office Assistant Supervisor from MSC16 (\$2,915 -\$3,737) to MSC19 (\$3,140 - \$4,027) per month.
 - C. Amend the Position Allocation Schedule for the following departments with the above changes: Agriculture (559), Behavioral Health Services (713), Health and Human Services

(811) and Probation (150/535)

3. Adopt Revised Job Class Table reflecting classification range changes adopted by the Board on November 23, 2021.
- VI. AG COMMISSION/MIGRANT HOUSING**
1. Adopt the resolution approving the 2021-2023 fiscal year rehabilitation contract with the **State of California Department of Housing and Community Development** for the Williams Migrant Center.
 2. **SITTING AS THE COLUSA COUNTY AIR POLLUTION CONTROL DISTRICT**
Adopt a Resolution Approving and Authorizing the Application to Administer The Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program for Fiscal Year (FY) 2021-22, and Authorize the Air Pollution Control Officer to sign on behalf of the County.
- VII. HEALTH AND HUMAN SERVICES**
1. Adoption of the Resolution authorizing Colusa County Department of Health and Human Services to apply for the Federal Emergency Solutions Grant Program.
 2. **SITTING AS IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY BOARD**
Approve the Public Authority rate change due to increase in the minimum wage for IHSS service providers effective January 1, 2022 as follows: \$15.00 per hour minimum wage, \$0.50 per hour wage supplement, \$0.80 per hour for payroll taxes, and \$0.43 for the Administrative portion of the rate for a total Public Authority rate of \$16.73 per hour.
- VIII. COMMUNITY DEVELOPMENT DEPARTMENT**
1. Approve a contract with **Rural Community Assistance Corporation** to prepare LEAP Grant funded income surveys in the communities of Arbuckle, Maxwell, and Princeton.
- IX. PURCHASING AND PROCUREMENT/CO-OP EXTENSION**
1. Approve Equity Lease Agreement with **Enterprise FM Trust** for a Ford F-250 Super Cab Pickup for Cooperative Extension and authorize the Purchasing Agent to sign the agreement.
- X. COUNTY ADMINISTRATIVE OFFICE**
1. Approve FY 21/22 Revenue and Appropriations Intra-Budget Contingency Request Adjustments No. B-22041. **(4/5 vote required)**
 2. Approve FY 21/22 Revenue and Appropriations Inter-Budget Adjustments No. 006 -008. **(4/5 vote required)**
- XI. BOARD OF SUPERVISORS**
1. Approve the 2022 Board of Supervisors meeting schedule.
 2. Approve Letter to Citizens Redistricting Commission concerning State and Federal Legislative District Boundaries.

3. **SITTING AS THE COLUSA COUNTY BOARD OF EQUALIZATION**
Adopt Findings of Facts and Ruling on Assessment Appeal No. 20-06 Olam Tomato Processors Inc., upholding the Assessor's valuation.

XII. SUPERVISORS' REPORTS OR COMMENTS

XIII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

RECESS

XIV. CLOSED SESSION/COUNTY COUNSEL

1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
Anticipated Litigation pursuant to Government Code Section 54956.9 (d)(4): One matter.
2. CONFERENCE WITH LEGAL COUNSEL-EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Pursuant to Gov't Code section 54957

11:00 a.m. **REDISTRICTING/BOARD OF SUPERVISORS**

1. Discussion/direction on the Redistricting proposals for County Supervisorial Districts based on 2020 Census data.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview 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**.

Note: No Board action shall be taken on comments received.

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.