

## Board of Supervisors

Kim Dolbow Vann, District I,  
Chairman  
Thomas A. Indrieri, District II  
Mark D. Marshall, District III,  
Vice-chair  
Gary J. Evans, District IV,  
Denise J. Carter, District V



## COUNTY OF COLUSA

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### Minutes

December 14, 2010

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 14<sup>th</sup> day of December 2010 at the hour of 8:00 a.m., Present: Supervisors Kim Dolbow Vann, Chairman, Denise J. Carter, Thomas A. Indrieri, Mark D. Marshall and Gary J. Evans. Absent: None.

Chairman Vann calls to order the Regular meeting of December 14, 2010 at 8:00 a.m. with all Supervisors and County Counsel present.

Present: Steve Hackney, Director, Planning and Building.  
Jim Bell, Jon Wrynski, Mike Azevedo, Public Works  
Department.  
William Cornelius, Interim Director, Behavioral Health.  
Yolanda Tirado, Ann Nordyke, Board Clerks.

At the request of Chairman Vann, the 9:30 a.m. Agenda item for the Health and Human Services regarding approval of an agreement with Fox Appraisal for construction oversight inspection services for the Colusa Independence Transitional Housing project will be placed under the Consent Agenda as Consent Agenda Item No. 7. Brief discussion is held.

Following discussion, the Board members concur with Chairman Vann's request to place the agreement with Fox Appraisals under the Consent Agenda.

Chairman Vann declares a recess at 8:02 a.m. to convene in Closed Session and reconvenes in Regular Session at 9:12 a.m., with all Supervisors and County Counsel present.

Present: Nikki Berry, Personnel Director.  
Wayne Zoller, Assessor.  
Mary Winters, Colusa citizen.  
Jim Bell, Jon Wrynski, Mike Azevedo, Public Works  
Department.  
William Cornelius, Michael Laffin, Behavioral Health Services.  
Elizabeth Kelly, Interim Director, Health & Human Services.  
Katherine Ferreira, Central Services.  
Miguel Villasenor, Sheriff's Department.

Mike Murray, Chris Greer, Cooperative Extension.  
Peggy Scroggins, Robert Zunino, Auditor-Controller's Office.  
Wendy Burke, County Librarian.  
Donna Critchfield, City of Colusa Councilmember.  
Yolanda Tirado, Ann Nordyke, Board Clerks.

Prayer by Chairman Vann. Pledge of Allegiance.

ADMINISTRATION/MINUTES: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to approve the Minutes of the December 7, 2010 Regular Session. Motion carried: All yes. Absent: None.

Chairman Vann declares time for a period of public comment. Hearing none, Chairman Vann closes the period of public comment.

Mr. Parker announces the Board met in Closed Session and considered the following matters noting item "F" will be considered later this day:

Under the Provisions of Government Code Section 54957, a Public Employee Performance Evaluation was conducted for the Director of Planning and Building.

Under the Provisions of Government Code Section 54957, a Public Employee Performance Evaluation was conducted for the County Librarian.

Under the Provisions of Government Code Section 54956.9(a) the Board met with County Counsel to discuss pending case Gerald B. DeLucchi as Trustee of the Gerald B. DeLucchi Living Trust Plaintiff, vs. County of Colusa et al., Defendants, Colusa County Superior Court, Case No.CV23754 and provided litigation guidance to staff.

Under the Provisions of Government Code Section 54956.9, the Board discussed with Legal Counsel Potential Litigation in one (1) case and gave litigation guidance to staff.

Under the Provisions of Government Code Section 54957, the Board discussed with Legal Counsel Employee qualification verification issues and provided necessary guidance to staff.

Mr. Parker states the following was continued until later this day:

Under the Provisions of Government Code 54956.9 (c), the Board discussed with Legal Counsel possible litigation in one (1) case.

9:15 a.m. (9:05 a.m. item on Agenda) STAFF REPORTS

Mr. Bell updates the Board on items that pertain to his Department.

Ms. Berry informs the Board members that the Personnel Department office is now located in the Historical Courthouse in Suite 102C.

Mr. Azevedo updates the Board members on items as they relate to Solid Waste, noting that certain solid waste programs offered by the County are not being

utilized by the citizens to their fullest capacity. Brief discussion is held, with no action taken.

9:23 a.m. (9:10 a.m. item on Agenda) PERSONNEL/CLERK 2070/1051: It is moved by Supervisor Marshall, seconded by Supervisor Carter to authorize changing the range for the position of County Clerk Recorder, from ELE Range 1 to ELE Range 8, effective December 1, 2010. Motion carried: All yes. Absent: None.

PERSONNEL/HEALTH AND HUMAN SERVICES – HEALTH – 4012: It is moved by Supervisor Carter, seconded by Supervisor Marshall to authorize revising the requirement for the job description for Public Health Nurse (PHN) I from the *required* one year of experience to *preferred* one year of experience. Motion carried: All yes. Absent: None.

Present: Greg Pankey, IT Director.

9:27 a.m. (9:15 a.m. item on Agenda) COOPERATIVE EXTENSION: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to approve Cooperative Extension county employees' time off and closure of the office during the Holiday season from December 20, 2010 through January 2, 2011. Motion carried: All yes. Absent: None.

Mr. Murray introduces Mr. Chris Greer stating Mr. Greer will be taking over his position after his retirement.

Mr. Greer states that he looks forward to the opportunity to work for the County.

Chairman Vann requests that Mr. Greer return after the first of the year to explain his schedule with Cooperative Extension.

**C10-314** 9:30 a.m. (9:20 a.m. item on Agenda) SHERIFF/JAIL: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve Master Services agreement (Site ID 15116) between the County of Colusa Sheriff's Office and **Securus Technologies, Inc.**, for inmate telephone services, effective February 1, 2011, with terms and conditions as set forth in the agreement and authorize the Sheriff or his designee to sign on behalf of the Board of Supervisors. Motion carried: All yes. Absent: None.

SHERIFF/JAIL/BIDS: It is moved by Supervisor Marshall, seconded by Supervisor Carter to accept the bids for the Sheriff's Office for two (2) desktop Live Scan Machines: L Scan 500 or equivalent with related software and two (2) adjustable cabinets: L Scan 1000P or equivalent as received and opened on December 3, 2010 at 3:00 p.m. as follows:

- Identix Inc., \$63,358.00
- DataWorks Plus \$54,975.00
- Cross Match Sales \$36,826.66
- Cogent Systems \$43,673.21

Motion carried: All yes. Absent: None.

SHERIFF/JAIL/BIDS: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to award the bid for two (2) desktop Live Scan Machines: L Scan 500

or equivalent with related software and two (2) adjustable cabinets: L Scan 1000P or equivalent to **Cross Match Sales**, in the bid amount of \$36,826.66. Motion carried: All yes. Absent: None.

9:39 a.m. (9:25 a.m. item on Agenda) COUNTY LIBRARY: It is moved by Supervisor Marshall, seconded by Supervisor Carter to accept a Grant award in the amount of \$25,000.00 from Sierra Health Foundation to create and implement an E-Train Mobile Learning Center which will use online resources and technology to build literacy skills and strengthen job readiness for County residents in need. Motion carried: All yes. Absent: None.

9:41 a.m. (9:35 a.m. item on Agenda) AUDITOR-CONTROLLER: It is moved by Supervisor Indrieri, seconded by Supervisor Marshall to approve changes in Revenue and Appropriations as follows:

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue &amp; Appropriations:</i>				
Bldg & Grds-Maint	00101	1073	479910	\$83,607.75
Bldg & Grds-Maint	00101	1073	53090	\$19.07
Bldg & Grds-Maint	00101	1073	53130	\$16,219.14
Bldg & Grds-Maint	00101	1073	53170	\$48.71
Bldg & Grds-Maint	00101	1073	53230	\$2,503.92
Bldg & Grds-Maint	00101	1073	57361	\$64,816.93
Total				\$83,607.76

Motion carried: All yes. Absent: None.

Present: Steve Hackney, Director, Planning and Building.  
 Wendy Burke, County Librarian.  
 Donna Critchfield, Colusa City Councilmember.

AUDITOR-CONTROLLER/INFORMATION TECHNOLOGY DEPARTMENT: It is moved by Supervisor Carter, seconded by Supervisor Indrieri that the Board finds that it is in the best interest of the public to waive the County's formal bidding process and approve purchase of new DELL servers for current countywide email system in the amount of \$19,976.15. (GSA contract) Motion carried: All yes. Absent: None.

Chairman Vann makes time to consider establishing a countywide email address requirement.

Mr. Pankey expresses concern with county employees using non-county emails, noting if an employee utilizing a non-county email leaves county employment, the county would not have any control over that email address and could potentially lose county information.

Discussion is held regarding Mr. Pankey drafting a letter regarding same for the Chairs' signature to be distributed to all County Departments, increased A87 cost to Departments, if any, Department Heads supervising employee email addresses,

and making county email addresses a verbal mandate or requirement vs. county policy.

AUDITOR-CONTROLLER/INFORMATION TECHNOLOGY DEPARTMENT: It is moved by Supervisor Marshall, seconded by Supervisor Carter that all County Department Heads and employees will use county email addresses and discontinue use of all other email addresses that are not county issued. Further, direct the IT Director to draft a letter regarding same for the Chairman's signature. Motion carried: All yes. Absent: None.

AUDITOR-CONTROLLER/INFORMATION TECHNOLOGY DEPARTMENT: It is moved by Supervisor Carter, seconded by Supervisor Marshall to approve the following county departments joining the countywide email system with the assigned email license purchases at \$47.00 each license to be funded through each department's budget as follows:

- Health and Human Services           52
- Sheriff                                       80
- Public Works                               30

Motion carried: All yes. Absent: None.

AUDITOR-CONTROLLER/INFORMATION TECHNOLOGY DEPARTMENT: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to authorize the purchase of a backup firewall for the main county network, in an amount not to exceed \$3,000.00, to be funded through the IT Department budget. Motion carried: All yes. Absent: None.

9:55 a.m. (9:45 a.m. item on Agenda) Chairman Vann makes time for consideration of and possible action on Board direction to County Counsel, and Director of Planning and Building to implement SB863 (2010).

Mr. Parker states County staff requests direction from the Board of Supervisors to prepare and bring to the Board in early 2011 the procedural steps set forth in SB 863. He further states County Board of Supervisors must take affirmative action to use SB 863 each fiscal year in order to utilize this law through 2015. He further states the procedural actions required of county staff involves research into the identification of all parcels currently under Williamson Act contract status and their status as ongoing contracts. Noting the County Departments with shared responsibility for implementing SB 863, if approved by the Board, would be County Counsel and the Planning & Building Department.

Discussion is held regarding effective date(s)/implementation of modifications, audits of properties currently in the Williams Act contracts, property ownership changing hands and notification of changes to the County.

COUNTY COUNSEL: It is moved by Supervisor Carter, seconded by Supervisor Evans to direct County Counsel and the Director of Planning & Building Department (staff) to carry out initial implementation efforts of SB 863 for 2012. Further, staff is to concurrently conduct audits of properties within the Williamson Act contracts

and report back to the Board of Supervisors by October 1, 2011 with results of said audits. Motion carried: All yes. Absent: none.

Chairman Vann makes time for introduction and first reading, by title only, of a proposed Ordinance Adding a Special Tax Levy to the Colusa County Code, for the Walnut Ranch Area.

Mr. Parker states the intent of the Board of Supervisors is to assist the residents of the Walnut Ranch Unincorporated Area in their effort to achieve ultimate annexation with the City of Colusa. He states further the residents of the area have requested financial assistance in this endeavor from the County and who also wish to repay the County for monies within a two-year period through the levying of a special tax on their real property parcels as a precondition to the advancement of the requested financial assistance from the County. Discussion is held.

COUNTY COUNSEL: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve introduction and first reading, by title only, of a proposed Ordinance Adding A Special Tax Levy To The Colusa County Code, for the Walnut Ranch Area, adding Chapter 18B to said Code. Further, set January 11, 2011 at 9:30 a.m., for Public Hearing and adoption of the proposed Ordinance and direct the Board Clerk to publish and post Notice of Hearing for same. Motion carried: All yes. Absent: None.

Chairman Vann makes time for discussion of a resolution placing special tax on the April 12, 2011 Special Election Ballot.

Mr. Parker states this item was taken care of within Item A.

CONSENT AGENDA: It is moved by Supervisor Indrieri, seconded by Supervisor Marshall to approve Consent Agenda Item Nos. 1 through 7 as follows:

1. PLANNING AND BUILDING/PARCEL MAP/RESOLUTION: Adopt **Resolution No. 10-064**, a Resolution of the Colusa County Board of Supervisors Authorizing the Recordation of Parcel Map Number 10-2-1, Bruce J. Myers and Katherine M. Myers, authorize the Chairman to sign the Resolution and direct the Clerk to record same.

**C10-315** 2. AG COMMISSIONER: Approve Standard Agreement Number 10-0522, between the County of Colusa Ag Commissioner's Office and **the State of California Department of Food and Agriculture** for Apiary Inspection, effective July 1, 2010 through June 30, 2011, in an amount not to exceed \$9,868.00, with a thirty (30) day written termination clause by either party and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors.

**C10-316** 3. CENTRAL SERVICES/HEALTH AND HUMAN SERVICES: Approve amendment to contract No. C06-276 between the County of Colusa Central Services Department and **Advanced Document Concepts** for a fax option upgrade to the Health and Human Service's equipment (Taskalfa 520i) and add to the equipment and maintenance services agreement as set forth in the amendment and with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.

4. AG COMMISSIONER/RESOLUTION: Adopt **Resolution No. 10-065**, a Resolution of the Colusa County Board of Supervisors Approving the 2010/11 Operation and Maintenance Contract 10-OMS-911 for the Williams Migrant Center and authorize the Chairman to sign the Resolution.

5. AG COMMISSIONER: Amend motion of October 19, 2010 to include the contract amount as follows:

**"C10-258** 3. AG COMMISSIONER/MIGRANT HOUSING: Approve Standard Agreement Number 10-OMS-911, between the County of Colusa Migrant Housing and **the State of California, Department of Housing and Community Development**, for occupancy of the Housing Center(s) for the administration of a program in order to provide housing and housing-related services for migratory workers and their families in California and may contract with housing authorities and other appropriate local, public and private non-profit agencies for the purpose of securing or obtaining such housing and other related services, effective through August 31, 2011, **in the amount of \$439,010.00**, with terms and conditions as set forth in the Agreement and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors."

6. AG COMMISSIONER/PROCLAMATION: Adopt a Proclamation of the Colusa County Board of Supervisors Honoring Harry Krug, Ag Commissioner Upon His Retirement from the Colusa County Ag Commissioner's Office and authorize the Chairman to sign.

**C10-317** 7. HEALTH AND HUMAN SERVICES: Approve agreement for construction oversight inspection services for the Colusa Independence Transitional Housing project between the County of Colusa Health and Human Services and **Fox Appraisal**, effective December 14, 2010, with terms and conditions as set forth in the agreement and authorize the Chairman to sign. **Consent motion carried: All yes. Absent: None.**

AUDITOR: It is moved by Supervisor Carter, seconded by Supervisor Evans to approve Special Claims as follows:

<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
County Counsel	Stoel Rives LLP	\$14,517.00
Clerk Recorder	Matson & Isom Technology	\$35.00
Public Defender	Ed Martinez	\$520.00
Public Defender	Mehr & Mehr	\$464.40
Behavioral Health	James G White MD	\$100.00

Motion carried: All yes. Absent: None.

AUDITOR: It is moved by Supervisor Carter, seconded by Supervisor Evans to approve Claim Register Sheets for the period of December 7, 2010 through December 13, 2010. Motion carried: All yes. Absent: None.

SUPERVISORS' REPORTS OR COMMENTS

Supervisor Carter

CSAC Institute class.

Sierra-Sac EMS meeting.  
Airport Advisory Committee meeting.  
Colusa One Stop JPA meeting.  
Indian Gaming meeting.  
Website work.

Supervisor Carter requests the attendance of one other Supervisor on Monday, December 20, 2010, 10:00 a.m., at the Farm Bureau to discuss the Airport operations upon Mr. Krug's retirement.

Supervisor Indrieri volunteers to attend.

Supervisor Marshall

Chairman Marshall states he will be out of State starting Thursday, December 16, 2010.  
Sierra Sac Valley Meeting.

Supervisor Vann

Chairman Vann states she has been appointed Vice-chair of The Regional Council of Rural Counties and will be closely working on SB863.

Chairman Vann inquires as to any State or Federal Legislation/General Budgetary Matters. She states the swearing-in ceremony for elected officials will take place in the Judges Chambers, Monday, January 3, 2011.

Supervisor Marshall states Alta Gas has contacted him regarding the Wind Energy Project on Walker Ridge and states Alta Gas is interested in working with local schools regarding green energy, specifically wind energy projects. He states further if anyone is interested or knows someone who is interested in this matter to please contact Ms. Tirado, Chief Board Clerk for contact information.

Chairman Vann declares a recess at 10:27 a.m. to reconvene at 10:40 a.m., with all Supervisors and County Counsel present.

Present: Jim Bell, Mike Azevedo, Public Works Department.  
Yolanda Tirado, Ann Nordyke, Board Clerks.

Chairman Vann makes time to consider appointment of two Board members to the YOBG/SB81 Juvenile Hall Construction project. Brief discussion is held.

Following discussion, Chairman Vann appoints herself and Supervisor Marshall to the YOBG/SB81 Juvenile Hall Construction Project.

Chairman Vann makes time to consider RFP's for workers comp general liability coverage.

Supervisors Marshall and Vann recuse themselves and leave the Board's chamber.



Supervisor Carter inquires as to how the County knows if it is getting the best deal possible for workers comp general liability coverage and whether the County goes through a competitive bidding process for same.

Ms. Scroggins states the County belongs to CSAC EIA, who write the program/policies, and work with insurance agencies to obtain the best deals for the Counties.

Discussion is held regarding the County's coverage as it stands currently, caps, how often the competitive bidding process is done, length of contract, joining a Joint Powers Agreement (JPA), and coverage based on County needs with no action taken at this time.

10:55 a.m. Chairman Vann and Supervisor Marshall are now present.

10:56 a.m. Chairman Vann makes time to consider transfer of administrative responsibilities for the CSAs and CSDs.

Supervisor Evans states currently the County has a contract for CSA 1 & 2 water billing with Ms. Karen Anania, a staff member of the Department of Planning and Building, noting last year the Board moved the CSA's to the Department of Public Works and did not move the administrative responsibilities such as the processing of the water bills and the need to address this issue now.

Supervisor Marshall expresses concern in regards to existing employees absorbing the extra responsibilities without additional compensation, should the transfer be approved.

Mr. Bell expresses concern regarding workload, demand on services, and the actual cost of running the CSA's.

Lengthy discussion is held regarding water increases, unsustainable funds, the need to do a cost study on the CSA's to determine the cost of doing business, possibility of adverse affects on Department funding, if the costs are absorbed by the Department, and the possibility of hiring a water person.

ADMINISTRATION/DEPARTMENT OF PUBLIC WORKS/DEPARTMENT OF PLANNING AND BUILDING: It is moved by Supervisor Evans, seconded by Supervisor Carter to approve transfer from the Department of Planning and Building the CSA's- administrative and billing responsibilities from contract services to in-house staff at the Department of Public Works, effective January 1, 2011. Motion carried: All yes. Absent: None.

Chairman Vann continues until re-agendized the transfer of the CSD's at this time.

Chairman Vann makes time to consider appointments to the Sacramento River Conservation Area Forum (SRCAF).

Supervisor Evans states the land owner appointments are due to expire and recommends re-appointing the current Land Owner representatives Mr. Walt

Seavers and Mr. Tom Ellis, as the alternate Land Owner representative. He also suggests appointing Mr. Parker as the governmental representative alternate replacing Supervisor Carter. Discussion is held.

ADMINISTRATION/SACRAMENTO RIVER CONSERVATION AREA FORUM (SRCAF)/APPOINTMENT: It is moved by Supervisor Carter, seconded by Supervisor Evans to reappoint Mr. Walt Seavers, as Land Owner representative and Mr. Tom Ellis as the alternate Land Owner representative. Further, appoint Mr. Parker, County Counsel as the alternate governmental representative, effective December 14, 2010. Motion carried: All yes. Absent: None.

ADNIMISTRATION/PLANNING AND BUILDING: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to approve designating the Director of Planning and Building, to sign on behalf of the Board of Supervisors, Form 504 as it relates to the Williams Veterans Hall project. Motion carried: All yes. Absent: None.

ADMINISTRATION/BOARD CLERKS/REQUEST FOR PROPOSALS: It is moved by Supervisor Marshall, seconded by Supervisor Evans to direct the Board Clerks through Central Services to obtain Request for Proposals for placement of glass on desktops purchased for the Board Clerks, Board members and Personnel Department. Further, direct the Board Clerks to purchase same from the lowest responsible proposal. Motion carried: All yes. Absent: None.

Ms. Tirado apprises the Board members of items set for the January 11, 2011 Agenda.

Chairman Vann declares a recess at 11:24 a.m. to convene in Closed Session and reconvenes at 11:30 a.m. in Regular Session with all Supervisors and County Counsel present.

Present: Yolanda Tirado, Ann Nordyke, Board Clerks.

Mr. Parker announces the Board met in Closed Session to consider the following matter:

Under the Provisions of Government Code 54956.9 (c), the Board discussed with Legal Counsel possible litigation in one (1) case and provided litigation guidance.

The Board adjourns at 11:35 a.m. to reconvene in Regular Session on January 11, 2011 at the hour of 9:00 a.m.

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Kim Dolbow Vann, Chairman

Attest: Kathleen Moran, County Clerk  
and ex-officio Clerk to the Board of  
Supervisors

BY \_\_\_\_\_  
Ann Nordyke, Board Clerk