

## Board of Supervisors

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## COUNTY OF COLUSA

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BOARD CHAMBERS  
547 MARKET STREET  
COLUSA, CA 95932

# Agenda

## August 2, 2011

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.

8:00 a.m.     CALL TO ORDER

8:05 a.m.     CLOSED SESSION: If the Board of Supervisors does not complete the Closed Session items in the time allotted they will reconvene as time permits.

- A.     Under the provisions of Government Code Section 54596.9(a), the Board will consider Carolyn T. Brumley vs. County of Colusa, et. al., Colusa County Case No. CV23807.
- B.     Under the provisions of Government Code Section 54957, the Board will meet with Counsel and the Personnel Director to discuss an issue of employee discipline.
- C.     Under the Provisions of Government Code Section 54957, a Public Employee Performance Evaluation will be conducted for the Personnel Director. **(Continued from July 26, 2011)**
- D.     Under the provisions of Government Code Section 54956.9(b), the Board will discuss with Legal Counsel significant exposure to Litigation in one (1) Case.

9:00 a.m.

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of July 26, 2011 Special Session.
- Period of Public Comment.

- Announcement of Closed Session.

9:05 a.m. 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.

9:10 a.m. PERSONNEL

A. **Behavioral Health Services – Mental Health – 4013**

Consider authorization to hire a pool of extra help: After Hours Client Sitters, TPT, \$25.00 per shift while scheduled and an additional \$10.00 per hour if called to work, effective August 1, 2011.

B. **Health And Human Services – Human Services – 5011**

Consider approving the following recommended step increase as a result of the Board of Supervisors completing the performance evaluation, held on July 26, 2011 for Elizabeth Kelly, Deputy Director, PFT, MGT Range 32, from Step 1 to Step 2, \$6,202.00 per month, effective June 1, 2011.

C. **Public Works – 3010**

Consider approving a contract between the County of Colusa and Clay Castleberry, as Interim Director of Public Works, effective July 27, 2011, with terms and conditions as set forth in the contract and authorize the Chairman to sign.

9:15 a.m. SHERIFF

A. Consider approving purchase of the following unbudgeted Fixed Asset: Quantum Tape Drive backups for the Sheriff's ATIMS Server system, from CDW-G, in the amount of \$1,472.00.

B. Consider approving an agreement between the County of Colusa Sheriff's Department and **Cross Electric Company** for a diesel powered emergency backup generator and installation for the City of Colusa, effective August 1, 2011 through December 1, 2011, in the amount of \$53,872.25, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.

C. Consider a finding that it is in the best interest of the county/public to waive the County formal bid process and approve the purchase of (2) 2011 Ford Crown Victoria patrol units, from Downtown Ford Sales, Sacramento, CA., in an amount not to exceed \$50,00.00, to be funded as follows: \$39,000.00 using RLE Grant Funding and \$11,000.00 using At-Fault Driver Insurance Pay-out. (Will be utilizing State Bid # 1-09-23-14 (Enforcement Vehicles).

9:20 a.m. UC COOPERATIVE EXTENSION

Discussion regarding the new State Capitol Display and its completion.

9:30 a.m. PUBLIC HEARINGSA. **County Clerk Recorder-Elections**

Public Hearing to consider a proposed Resolution of the Board of Supervisors of the County of Colusa, State of California, Adopting A Revised Fee Schedule for Various Services provided by the County Clerk/Registrar of Voters.

1. Consider adopting a Resolution of the Board of Supervisors of the County of Colusa, State of California, Adopting a Revised Fee Schedule for Various Services provided by the County Clerk/Registrar of Voters and authorize the Chairman to sign.

B. **Planning & Building/CDBG**

Public hearing to consider the following matters:

A review and discussion of the annual Grantee Performance Report for the county's open CDBG grant 08-STBG-5163, Maxwell Public Utility District wastewater treatment project, for the period July 1, 2010 to June 30, 2011.

Discussion of local needs and potential future activities that the county can apply for under 2011-2012 CDBG Super Notice of Funding Availability (NOFA).

9:40 a.m. AG COMMISSIONER/AIRPORT SPECIAL

- A. Consider accepting bids received for the Airport Improvement project (AIP) 13 Phase 2 Security Fencing, Gates, AWOS III, PAPI, Regulator Upgrade, and Rotating Beacon/Tower Rehabilitation as follows:

1.	BC Schmidt Construction	\$353,700.00
2.	Velluntini Corp, dba Royal Electric	\$352,563.00
3.	Frank Webb Construction	\$264,910.00
4.	Cal Electro, Inc	\$274,885.13

- B. Consider awarding the bid for the Airport Improvement project (AIP) 13 for received for the Airport Improvement project (AIP) 13 Phase 2 Security Fencing, Gates, AWOS III, PAPI, Regulator Upgrade, and Rotating Beacon/Tower Rehabilitation.
- C. Consider approving "Second Amendment to Agreement" to C09-191, for Phase 2 Security Fencing, Gates, AWOS III, PAPI, Regulator Upgrade, and Rotating Beacon/Tower Rehabilitation between the County of Colusa Ag Commissioner's Office/Airport and **Mead & Hunt, Inc.**, effective August 2, 2011, with terms and conditions as set forth in the Second Amendment and all other terms and conditions to remain in full force and effect and authorize the Director of Airport Operations to sign on behalf of the Board of Supervisors.

9:45 a.m. PROBATION  
Consider designating the Colusa County Probation Department as the County Entity for Post-Release Supervision Responsibilities.

9:50 a.m. CENTRAL SERVICES

A. **Behavioral Health Services**

1. Consider accepting bids for Media Consulting Services for the Behavioral Health Department for the MHSA related program services as received and opened on July 20, 2011 as follows:
  - Kathy Craigo Media Consulting \$40.00/hour
2. Consider awarding the bid for Media Consulting Services to Kathy Craigo Media Consulting, at the rate of \$40.00/hour. **Further**, approve agreement for professional services between the County of Colusa Behavioral Health Department and **Kathy Craigo Media Consulting**, for media consulting services, effective August 2, 2011 through June 30, 2012, at the rate of \$40.00 per hour and not to exceed \$25,000.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.

B. **Health and Human Services**

1. Consider a finding that it is in the best interest of the county/public to waive the County's formal bid process for the purchase of (1) one changeable road sign for the Department of Health and Human Services, to be used for public safety needs such as use during special events, or extreme weather conditions. One-time funds in the amount of \$16,230.00 are available through the State –California Department of Public Health, to be expended no later than August 9, 2011.
2. Consider accepting proposals for (1) one changeable road sign for the Department of Health and Human Services, as follows:
  - Capitol Barricade, Inc.
 

Option #1	\$15,944.86
Option #2	\$19,476.86
  - Kustom Signals, Inc.
 

Option #1	\$17,282.34
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3. Consider awarding the proposal to Capitol Barricade, Inc., in the amount of \$15,944.86. **Further**, approve the purchase of (1) one changeable road sign, Model – Ver-Mac PCMS-320, in the amount of \$15,944.86, for the Department of Health and Human Services, to be used for public safety needs

such as use during special events, or extreme weather conditions, to be funded with One-time funds available through the State California Department of Public Health.

9:55 a.m. COUNTY TREASURER-TAX COLLECTOR

- A. Consider accepting the Colusa County Treasurer's Monthly Investment Report for the month of June 2011.
- B. Consider adopting a Resolution of the Colusa County Board of Supervisors Authorizing Investments of County Monies in Local Agency Investment Fund and authorize the Chairman to sign.

10:00 a.m. PUBLIC WORKS/BIDS

- A. Consider approving Notice to Contractors, Special Provision and Proposal for a Master Job Order Contract to Provide Tree Service on an As-Needed Basis and authorize the Chairman to sign the Notice to Contractors. Further, set August 17, 2011 at 10:00 a.m. to receive and open seals bids and direct the Clerk to publish and post notice for same.
- B. Consider approving Notice to Contractors, Special Provision and Proposal for a Master Job Order Contract to Provide Towing Services on an As-Needed Basis and authorize the Chairman to sign the Notice to Contractors. Further, set August 17, 2011 at 10:00 a.m. to receive and open sealed bids and direct the Clerk to publish and post notice for same.

10:10 a.m. PERSONNEL/EMPLOYEE RECOGNITION

Employee Recognition Presentation honoring County Employees reaching milestone years of service for the County of Colusa between January 1, 2011 and June 30, 2011. Reception immediately following in the Board of Supervisors Conference Room 102B, First Floor, Historic Courthouse.

Employee	Department	Years	Position
Norma Avila	DHHS	10	Account Clerk III
Donna Davis Deabel	BHS	10	Therapist III
Candy Grimm	Library	10	Fiscal Program Analyst
Heather Haas	Sheriff	10	Correctional Officer
Carla Hendy	Ag Admin	15	Admin Secretary II
Russell Jones	Sheriff	15	Lieutenant
Jeanne Broderman	Probation	25	Fiscal Admin Officer
Linda Johnson	Child Support	25	Accounting Tech
Shane Maxey	Sheriff	25	Lieutenant
Mark Troughton	Sheriff	25	Sergeant
Mary Anne Azevedo	Ag Comm	30	Assistant Ag Comm

**10:30 a.m. RECESS**

- 10:45 a.m. ARTOIS RICE TRUST/WILLIAM SHERIDAN  
Consider whether the County should participate in the Williamson Act, as amended in the "urgency statute" signed into law as AB 1265 on July 15, 2011.
- 11:00 a.m. ADMINISTRATION  
**Continued** Public Hearing Public Hearing to consider Redistricting Proposals for County Supervisorial Districts based on 2010 Census data.
- 11:10 a.m. PLANNING AND BUILDING
- A. Consider adopting a Resolution Of The County Of Colusa Board Of Supervisors To Direct The Director Of Planning And Building To Amend Ordinance No. 534 To Include Solar Energy Facilities And To Bring This Amendment Back To The Board Of Supervisors For It's Consideration and authorize the Chairman to sign.
- B. Consider approving agreement between the County of Colusa Planning and Building Department and **Marquee Fire Protection** for repairs to the sprinklers in the Criminal Justice Facility, effective August 2, 2011 through September 30, 2011, in an amount not to exceed \$3,865.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.
- C. Consider approving "Agreement For Professional Services First Time Homebuyer Program Housing Rehab 10-HOME-6992" between the County of Colusa Planning and Building Department and **NeighborWorks**, effective August 2, 2011 through December 31, 2013, with terms and conditions as set forth in the Agreement and authorize the Chairman to sign.
- D. Consider approving agreement between the County of Colusa Planning and Building Department and **Arana's Five Star Landscaping**, for the landscaping and irrigation renovation at the Williams Library, effective July 2, 2011 through September 5, 2011, in an amount not to exceed \$14,806.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.
- E. Consider approving agreement between the County of Colusa Planning and Building Department and **Arana's Five Star Landscaping**, for landscaping and irrigation renovation at the Arbuckle Library, effective July 2, 2011 through September 5, 2011, in an amount not to exceed \$12,100.00, with a fifteen (15) day written termination clause by either party and authorize the Chairman to sign.
- 11:15 a.m. AUDITOR-CONTROLLER
- A. Consider approving changes in Revenue and Appropriations as follows: Requires 4/5 votes

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue &amp; Appropriations:</i>				
Family Literacy	00101	6023	479910	\$1,315.79
Family Literacy	00101	6023	53230	\$1,315.79
Total				\$1,315.79

- B. Consider approving Intra-Budget Transfers No. 11021 through 11024.
- C. Discussion and possible action to waive the County's formal bid process and approve the purchase of Employee Access Center (EAC) software Module from Sungard/Pentamation. Further, approve Add-On Quote, effective August 2, 2011, in the amount of \$9,458.00, with terms and conditions as set forth in the Add-On Quote and authorize the Auditor-Controller to sign on behalf of the Board of Supervisors. **(Continued from June 28, 2011)**
- D. Consider approving the following requests for Contingencies from the 2010-11 budget:
  - 1. \$2,500.00 for Advertising, Fairs and Exhibits to cover unbudgeted contribution to the State Fair to assist with informational publications. Payment authorize June 14, 2011.
  - 2. \$104,378.00 for the Board of Supervisors to cover cost liability settlement. Settlement Agreement and Release of all claims approved by the Board of Supervisors on June 28, 2011, on the Consent Agenda.
- E. Consider approval of the Colusa County Credit Card Policies and Procedures Manual. **(Continued from June 28, 2011)**

**12:00 NOON RECESS**

**CONSENT AGENDA ITEMS 1-15**

- 1. HEALTH AND HUMAN SERVICES: Approve Memorandum of Agreement between the County of Colusa Health and Human Services and **the Sacramento County Department of Human Assistance** in which the DHHS is a member county of the North State/Orange CAPI Consortium, effective July 1, 2010 through June 30, 2015, with terms and conditions as set forth in the Memorandum of Agreement and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors.
- 2. HEALTH AND HUMAN SERVICES: Approve maintenance agreement for a Public Health fax machine between the County of Colusa Health and Human Services

and **Ray Morgan Company**, effective July 1, 2011 through June 30, 2012, with terms and conditions as set forth in the Agreement and authorize the Interim Director of Health and Human Services to sign on behalf of the Board of Supervisors.

3. BEHAVIORAL HEALTH SERVICES: Approve Modification to Agreement No. C09-169, between the County of Colusa Behavioral Health Services and **the Colusa County Office of Education** to provide outreach and education to children, youth, families, school staff and communities, and **modifying** the following:

Page 1, Item 3 "TIME OF PERFORMANCE" to be effective through June 30, 2013,

Page 1, Item 5 "COMPENSATION" as set forth in Exhibit B and not to exceed \$50,000.00 per school year without additional written authorization from the County,

Page 2, "Written Notification" shall be modified to read as follows:

"If to the County      Colusa County Department of Behavioral Health  
    Attention: Director  
    162 E Carson Street  
    Colusa, CA 95932

with all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.

4. BEHAVIORAL HEALTH SERVICES: Approve Modification to Agreement C10-153, between the County of Colusa Behavioral Health Services and the **Colusa Indian Community Council** to provide mental health services linkage to the Native American Community through outreach and engagement and system development efforts for local members and their families of the Cachil Dehe Wintun Tribe, with terms and conditions as set forth in the Modification and all other terms and conditions to remain in full force and effect and authorize the Chairman to sign.
5. AG COMMISSIONER: Approve Cooperative Agreement No. 11-0263-SF, between the County of Colusa Ag Commissioner's Office and the **Department of Food and Agriculture (CDFA)** for the Light Brown Apple Moth, effective July 1, 2011 through September 30, 2011, in an amount not to exceed \$1,629.00 and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors.
6. AG COMMISSIONER: Approve Cooperative Agreement No. 10-0113-SF, between the County of Colusa Ag Commissioner's Office and the **Department of Food and Agriculture (CDFA)** to reimburse the Department of Agriculture for activities to carry out European Grapevine Moth (EGVM) trapping activities, effective February 1, 2011 through June 30, 2011, in an amount not to exceed \$4,690.00 and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors.
7. AG COMMISSIONER: Approve Cooperative Agreement No. 11-0189-SA, between the County of Colusa Ag Commissioner's Office and the **Department of Food**



- and Agriculture (CDFA)** for the Nursery Inspection Program, effective July 1, 2011 through June 30, 2012, in an amount not to exceed \$500.00 and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors.
8. AG COMMISSIONER: Approve Cooperative Agreement No. 11-0174-SF, between the County of Colusa Ag Commissioner's Office and the **Department of Food and Agriculture (CDFA)** for the European Grapevine Moth (EGVM) trapping program, effective July 1, 2011 through December 31, 2011, in an amount not to exceed \$5,132.00 and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors.
  9. LIBRARY: Approve Pre-Employment Preparation Worksite Agreement between the County of Colusa County Library and **Colusa County One-Stop** for the Library to become a worksite that provides working experience to one or more One-Stop clients, effective July 22, 2011 through June 30, 2012, with terms and conditions as set forth in the agreement and authorize the County Librarian to sign on behalf of the Board of Supervisors.
  10. LIBRARY: Approve Master Service Agreement between the County of Colusa County Library and **Tutor.com** for subscription to 700 online one-on-one homework tutoring sessions for lessons taught to County school children in first through twelfth grades, effective July 15, 2011 through July 14, 2012, in the amount of \$8,050.00, with a thirty (30) day written termination clause by either party and authorize the County Librarian to sign on behalf of the Board of Supervisors.
  11. PLANNING & BUILDING/PUBLIC HEARING: Set public hearing on **August 16, 2011 at 9:30 a.m.**, at the Colusa County Board of Supervisors chamber, 547 Market Street, Suite 108, Colusa, CA., to consider a lease and sub-recipient agreement and other related documents between the County of Colusa and the Williams Community Center Association and direct the Clerk to publish and post Notice of Hearing.
  12. PUBLIC WORKS: Ratify Colusa County Public Works contract #1112-03 for towing services, between the County of Colusa Public Works Department and **Sanders Heavy Towing**, effective July 6, 2011 through August 31, 2011, with terms and conditions as set forth in the contract and signed by the Director of Public Works on behalf of the Board of Supervisors.
  13. PUBLIC WORKS: Ratify Colusa County Public Works contract #1011-31, for repair accident damage to guardrail on River Road at Boggs Levee (PM 8.2), between the County of Colusa Public Works Department and **Central Fence Company, Inc.**, effective June 23, 2011 through July 31, 2011, with terms and conditions as set forth in the contract and signed by the Director of Public Works on behalf of the Board of Supervisors.
  14. PUBLIC WORKS: Ratify Colusa County Public Works contract #1011-29 to provide cattle-guard addition and modify fencing to increase Roadway width-Peterson Road; County Road No. 47, between the County of Colusa Public Works Department and **Close the Gate Fencing Company**, effective June 15, 2011

through July 15, 2011, with terms and conditions as set forth in the contract and signed by the Director of Public Works on behalf of the Board of Supervisors.

- 15. PUBLIC WORKS: Ratify Colusa County Public Works contract #1112-01 for pick up and disposal of waste oil and by-products, between the County of Colusa Public Works Department and **Ramos Environmental Services**, effective July 1, 2011 through June 30, 2012, with terms and conditions as set forth in the contract and signed by the Director of Public Works on behalf of the Board of Supervisors.

*All items are approved by one motion unless pulled by a Board member for separate discussion or action.*

**END OF CONSENT AGENDA**

*OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:*

- 16. ADMINISTRATION
  - A. Discussion of letter dated July 22, 2011 from Secretary of the Interior Ken Salazar sent to all Members of Congress asking them to identify lands administered by the Bureau of Land Management (BLM) that are ready for designation as wilderness by the Congress.
  - B. Consider approving 2011 Revised Joint Exercise of Powers Agreement between the Counties of Colusa, Glenn, Sutter and Yuba County and **the North Central Counties Consortium**, effective August 2, 2011, with terms and conditions as set forth in the JPA and authorize the Chairman to sign.
- 17. Supervisors' Reports or Comments.
- 18. State or Federal Legislation/General Budgetary Matters.
- 19. Review Claims Register Sheets.
- 20. Agenda Review.
- 21. Correspondence.

FILE NO.	CORRESPONDENCE RECEIVED	STATUS
11-13	Letter dated July 19, 2011 from Fish & Game re: Notice of proposed regulatory action relating to commercial herring fishery.	Filed
11-14	Letter dated July 20, 2011 from Fish & Game Commission re: Notice of Change of date of discussion and/or adoption hearing for various issues.	Filed

**ADJOURN**

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the jurisdiction 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 within the 15 minutes allocated per issue. **Note:** *No board action shall be taken on comments made under this comment period.*

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.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk (located in the Board Chamber), 547 Market Street, Colusa, CA 95932 during regular business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday.