

Board of Supervisors

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



COUNTY OF COLUSA

KATHLEEN MORAN, COUNTY CLERK
YOLANDA TIRADO, CHIEF BOARD CLERK
ANN NORDYKE, BOARD CLERK II
(530) 458-0508
cocolusa@countyofcolusa.org
boardclerk@countyofcolusa.org
WWW.COLUSACOUNTYCLERK.COM

Minutes

October 11, 2011

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 11th day of October 2011 at the hour of 8:00 a.m., Present: Supervisors Gary J. Evans, Vice-chairman, Denise J. Carter, and Thomas A. Indrieri. Absent: Supervisors Mark D. Marshall and Kim Dolbow Vann.

Vice-chairman Evans calls to order the Regular meeting of October 11, 2011 at the hour 8:00 a.m., with all Supervisors, except Supervisors Marshall and Vann present.

Present: Thomas A. Parker, County Counsel.
Yolanda Tirado, Board Clerk.

8:03 a.m. Mr. Parker announces the Board will consider the following Closed Session matters:

- A. Under the provisions of Government Code Section 54957, the Board will discuss departmental updates regarding potential discipline.
- B. Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation (Annual) will be conducted for the Director of Planning and Building.

Vice-chairman Evans declares a recess at 8:05 a.m. to convene in Closed Session and reconvenes in Regular Session at 9:13 a.m., with all Supervisors, except Supervisor Marshall present.

Present: Thomas A. Parker, County Counsel.
Nikki Berry, Personnel Director.
Peggy Scroggins, Auditor-Controller.
Joe Damiano, Renee McCormick, Ag Commissioner's Office.
Elizabeth Kelley, Interim Director, Health and Human Services.
Jim Bell, Director, Public Works Department.
Steve Hackney, Director, Planning and Building.

Donna Critchfield, Colusa City Councilmember.
Carrie Aldridge, Colusa Home Town Christmas.
Yolanda Tirado, Board Clerk.

Prayer by Vice-chairman Evans. Pledge of Allegiance.

ADMINISTRATION: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve the Minutes of the September 27, 2011 Regular Session. Motion carried: All yes. Absent: Supervisor Marshall.

Vice-chairman Evans makes time for a period of public comment.

Ms. Aldridge speaks to the activities to be held at the Colusa Home Town Christmas event i.e., street closures, the various activities for that night, cleanup of the garbage along the street and the courthouse areas.

Ms. Aldridge requests that employees who work in and around the courthouse be informed that they will be required to move their cars by 2:00 p.m. due to the street closures. Brief discussion is held.

Following discussion, Ms. Aldridge is instructed to send the information to Ms. Tirado and she will email out that information to all employees.

Hearing no further comment, Vice-chairman Evans closes the period of public comment.

Mr. Parker announces the Board considered the following Closed Session matters:

Under the provisions of Government Code Section 54957, the Board discussed departmental updates regarding potential discipline and there was nothing to report.

Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation (Annual) was conducted for the Director of Planning and Building and his performance was deemed satisfactory.

9:21 a.m. (9:05 a.m. item on Agenda) STAFF REPORTS

Ms. Berry states a matter regarding a contract for the Public Works Department arose after the posting of the October 11, 2011 Board of Supervisors Agenda and requests this matter be brought on for Board consideration.

ADMINISTRATION/PERSONNEL/PUBLIC WORKS: It is moved by Supervisor Indrieri, seconded by Supervisor Carter that the Board finds that a matter arose after the posting of the October 11, 2011 Agenda regarding a contract with Clay Castleberry. Further, this matter will be considered under the 9:10 a.m. Personnel matters as item "D". Motion carried: All yes. Absent: Supervisor Marshall.

Ms. Kelly updates the Board on matters that pertain to her department.

Brief discussion is held regarding Section 8 housing issues, the Flu Shot drive through and moving county vehicles not in use to the Public Works yard.

Present: Wendy Burke, County Librarian.
Dan Charter, Darla Marazzo, Treasurer-Tax Collector's Office.

9:26 a.m. (9:10 a.m. item on Agenda) PERSONNEL/DHHS-HUMAN SERVICES-5011: It is moved by Supervisor Vann, seconded by Supervisor Indrieri to approve filling an Extra Help Clerical position, TFT, \$12.00 per hour, effective October 15, 2011, utilizing the Merit Systems hiring list. Motion carried: All yes. Absent: Supervisor Marshall.

PERSONNEL/AG COMMISSION-2060: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to approve filling a vacant Ag Biologist Standards Officer/Air Pollution Standards Officer I/II/III position, PFT, PF Range 25/27/29, \$2,830.00 - \$3,441.00/\$3,121.00 - \$3,794.00/\$3,441.00 - \$4,183.00 per month, effective November 1, 2011. Motion carried: All yes. Absent: Supervisor Marshall.

PERSONNEL/COUNTY COUNSEL -1031: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve the following:

Add: Legal Administrative Assistant, CNF Range 32, \$3,325.00 – \$4,041.00 per month, effective December 1, 2011 and authorize to fill the position.

Delete: Legal Secretary, CNF Range 14, \$2,143.00 - \$2,605.00 per month, effective December 31, 2011.

Motion carried: All yes. Absent: Supervisor Marshall.

C11-258 PERSONNEL/PUBLIC WORKS: It is moved by Supervisor Vann, seconded by Supervisor Indrieri to approve a contract between the County of Colusa Public Works Department and **Clay Castleberry** for services as a Principled Professional (PP), effective October 1, 2011, with terms and conditions as set forth in the contract and authorize the Director of Public Works to sign on behalf of the Board of Supervisors. Motion carried: All yes. Absent: Supervisor Marshall.

9:34 a.m. (9:15 a.m. item on Agenda) Vice-chairman Evans makes time to consider Colusa County Airport Request for Proposals for Airport Land Use Compatibility Plan Update.

Mr. Damiano speaks in support of approving the RFP. Brief discussion is held regarding timelines.

Following discussion, direction is given to Mr. Damiano to work with the Director of Planning and Building as the RFP has to do with land use issues and return at a later date for further Board consideration.

AG COMMISSION/AIRPORT SPECIAL: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve State of California – Department of

Transportation California Aid to Airports Program (CAAP) – Annual Credit Disbursement Request, in the amount of \$10,000.00 and California Aid to Airports Program (CAAP) Certification and authorize the Director of Airport Operation and the Auditor-Controller to sign on behalf of the Board of Supervisors. Motion carried: All yes. Absent: Supervisor Marshall.

At the request of the Migrant Housing Director, Vice-chair Evans pulls the matter regarding the “Contract Wastewater Treatment Plant Information” with HydroScience Operations for the County of Colusa Migrant Housing WW Treatment Facility until reauthorized.

Present: Sharon Reische, District Attorney’s Office.
Russ Jones, Miguel Villasenor, Tony Garofalo, Sheriff’s Office.

9:38 a.m. (9:20 a.m. item on Agenda) TREASURER-TAX COLLECTOR: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to accept the Colusa County Treasurer’s Monthly Investment Report for September 2011. Motion carried: All yes. Absent: Supervisor Marshall.

C11-259 9:42 a.m. (9:25 a.m. item on Agenda) LIBRARY: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to approve California Connects Memorandum of Understanding between the County of Colusa Library and **The Foundation for California Community Colleges**, for ARRA SBA Recovery Act “California Connects”, award number 06-43-B10541, for award year 2011, effective October 15, 2011 through July 31, 2013, with terms and conditions as set forth in the MOU and authorize the Vice-chairman to sign. Motion carried: All yes. Absent: Supervisor Marshall.

9:45 a.m. (9:30 a.m. item on Agenda) Vice-chairman Evans opens a Public Hearing to consider a proposed Ordinance of the Colusa County Board of Supervisors Repealing Chapter 5 of the Colusa County Code Entitled “Building” and Adopting a New Chapter 5.

Vice-chair Evans calls for public comments.

9:46 a.m. Hearing none, Vice-chairman Evans closes the public hearing.

PLANNING AND BUILDING/ORDINANCE: It is moved by Supervisor Vann, seconded by Supervisor Carter to approve second reading, by title only, and adopt **Ordinance 744**, an Ordinance of the Colusa County Board of Supervisors Repealing Chapter 5 of the Colusa County Code Entitled “Building” and Adopting a New Chapter 5, authorize the Chairman to sign the Ordinance and direct the Clerk to publish and post same. Ordinance passed and adopted by the following vote:

AYES: Supervisors Carter, Indrieri and Vann.
NOES: Supervisor Evans.
ABSENT: Supervisor Marshall.

9:50 a.m. (9:35 a.m. item on Agenda) Vice-chairman Evans makes time to discuss collection of fees for the plan check and permit costs for the Williams Veteran's Hall. Discussion is held regarding preliminary plans for construction, cost of the project and whether to waive fees for the plan check and building permit fees, and whether the City of Williams is waiving their fees for this project.

Following discussion, this matter is continued until reagendaized to allow the Director of Planning and Building to contact the City of Williams regarding their fees for this project.

Vice-chairman Evans makes time to consider acceptance of the RFPs for the lawn maintenance at the Arbuckle Library. He questions whether the submitted RFP amounts are on a monthly basis.

Mr. Hackney states that though some of the RFPs don't indicate that the amount submitted is on a monthly basis, it is his understanding that amounts should be on a monthly basis.

PLANNING AND BUILDING/RFPs: It is moved by Supervisor Vann, seconded by Supervisor Indrieri to accept proposals for the Lawn Maintenance at the Arbuckle Library as follows:

- | | | |
|----|------------------|--------------------|
| 1. | Annette Knowles | \$85.00 per month |
| 2. | David Clayton | \$240.00 per month |
| 3. | Luis Jauregui | \$340.00 per month |
| 4. | Abel Gomes | \$350.00 per month |
| 5. | Luis A. Jauregui | \$400.00 per month |

Motion carried: All yes. Absent: Supervisor Marshall.

PLANNING AND BUILDING/RFPs: It is moved by Supervisor Vann, seconded by Supervisor Carter to award proposals for the Lawn Maintenance at the Arbuckle Library to **David Clayton**, in the amount of \$240.00 per month, and direct the Director of Planning and Building to return at a later date with contract for same. Motion carried: All yes. Absent: Supervisor Marshall.

Vice-chairman Evans makes time to consider county Custodial services for the District Attorney's Office, a non county owned building.

Mr. Hackney states that currently the District Attorney employees are doing the cleaning of their office and recommends that the county custodians take over those duties. He states with the addition of the third custodian the custodians would be able to assume the custodial duties at the District Attorney's office, without it impacting the cleaning of the other county offices. Discussion is held as to whether A87 fees will be charged for these services and whether the County is paying for custodial services and not receiving them through the contract approved with the Wintun Indians.

PLANNING AND BUILDING/DISTRICT ATTORNEY'S OFFICE: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to authorize the Department of Planning and Building/Custodial Department to provide custodial services to the District Attorney's Office. Motion carried: All yes. Absent: Supervisor Marshall.

10:05 a.m. (9:45 a.m. item on Agenda) SHERIFF/FIXED ASSETS: It is moved by Supervisor Carter, seconded by Supervisor Vann that the Board finds that it is in the best interest of the County/public to waive the County's formal bid process and approve request to purchase one (1) Motorola MTR3000 Base Station, in the amount of \$9,107.14, utilizing County of San Diego's bid contract #43095, to be fund from IEGSP Grant or RLE funds. Motion carried: All yes. Absent: Supervisor Marshall.

Vice-chairman Evans makes time to consider alternatives to inmate food services contract.

Lt. Villasenor states they have been having issues with the current food provider. He states that he has obtains quotes/proposals from two food providers and requests Board direction. Discussion is held as to the various options available to the Sheriff's Department to provide meals for the inmates.

Following discussion, direction is given that Sheriff's staff and Supervisor Vann meet to discuss options and return at a later date for further Board consideration.

10:24 a.m. (9:50 a.m. item on Agenda) COUNTY COUNSEL: It is moved by Supervisor Vann, seconded by Supervisor Indrieri to accept Robert C. Melton Trust's offer to donate APN 012-170-044-000 to the County of Colusa and authorize the Board Chairman/Vice-chairman and County Counsel to prepare and execute all necessary documents to legally accept the offer. Motion carried: All yes. Absent: Supervisor Marshall.

10:30 a.m. (9:55 a.m. item on Agenda) Vice-chairman Evans makes time to consider Request for Proposals for Countywide Audit Services, which includes County Financial Audit, Local Transportation Commission Financial Audit, Transit Agency Financial Audit, Local Transportation Commission Performance Audit, Transit Agency Performance Audit, County's Investment Policy, Investment Portfolio and Risk, and Compliance Audit, and Federal Financial Assistance Programs.

Ms. Scroggins speaks in support of approving the RFPs. She states that County Counsel would like an Ad Hoc Committee appointed to assist with review of the RFPs and that she respectfully disagrees.

Mr. Parker speaks to the advantages/benefits of having an ad hoc committee appointed, and, states that, if the Board wishes, he would be willing to sit on the committee. Discussion is held.

Following discussion, it is the consensus of the Board members present that an Ad Hoc Committee be established and at least one Board member sit on the committee to assist in reviewing proposals for the Audit.

AUDITOR-CONTROLLER/RFPS: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve Request for Proposals for Countywide Audit Services, which includes County Financial Audit, Local Transportation Commission Financial Audit, Transit Agency Financial Audit, Local Transportation Commission Performance Audit, Transit Agency Performance Audit, County's Investment Policy, Investment Portfolio and Risk, and Compliance Audit, and Federal Financial Assistance Programs. Further, set November 4, 2011 at 4:00 p.m. to receive and open seals RFPs and November 22, 2011 to award. Motion carried: All yes. Absent: Supervisor Marshall.

AUDITOR-CONTROLLER: It is moved by Supervisor Vann, seconded by Supervisor Indrieri to approve Intra Budget Transfer Number 11062. Motion carried: All yes. Absent: Supervisor Marshall.

AUDITOR-CONTROLLER: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to approve changes in Revenue and Appropriations as follows:

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue & Appropriations:</i>				
Risk Management	00101	1101	479328	\$5,800.
Total				\$5,800.
Risk Management	00101	1101	53230	\$5,800.
Total				\$5,800.

Motion carried: All yes. Absent: Supervisor Marshall.

Consent Agenda: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to approve Consent Agenda Item Nos. 1 through 2 as follows:

1. UNREPRESENTED GROUP: Approve request designating November 23, 2011 as the Unrepresented Group's floating holiday for calendar year 2011.
2. CASA DE ESPERANZA/PROCLAMATION: Adopt a Proclamation of the Board of Supervisors of the County of Colusa, State of California Honoring October 2011 as Domestic Violence Month and authorize the Vice-Chairman to sign. **Consent Motion carried: All yes. Absent: Supervisor Marshall.**

SUPERVISORS' REPORTS OR COMMENTS.

Supervisor Indrieri

Market Street Grill first Anniversary, Thursday, October 13, 2011.

Supervisor Carter

Air Pollution/Ag Advisory Committee meeting
Princeton Advisory Committee meeting.
RCD meeting.
CSAC-EIA Board meeting.

AUDITOR: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve Claim Register Sheets for the period of September 27, 2011 through October 10, 2011. Motion carried: All yes. Absent: Supervisor Marshall.

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

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
520359	Migrant Housing	A T E E M Electrical Engineering	\$1,190.00
520360	DHHS	George Hills Company	\$2,072.00
520361	Probation	Trinity County Probation	\$2,325.00
520362	DHHS	Intermedix EMSystems	\$852.84
520363	Behavioral Health	William Hughes MD	\$145.65
520364	Behavioral Health	Laura M Nasatir MD	\$49.97
520365	District Attorney	Reading Oil	\$156.46
520366	District Attorney	Davies Oil	\$48.36
520367	DHHS-Ambulance	C & L Home Service	\$45.00
520368	Behavioral Health	CHWMF-Woodland Clinic	\$224.20
520369	Behavioral Health	CHWMF-Woodland Clinic	\$226.80

Motion carried: All yes. Absent: Supervisor Marshall.

ADMINISTRATION: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to select Supervisor Vann as Delegate and Supervisor Marshall as the alternate to the CSAC Board of Directors for calendar year 2012. Motion carried: All yes. Absent: Supervisor Marshall.

ADMINISTRATION: It is moved by Supervisor Carter, seconded by Supervisor Vann to approve County Membership Dues for January 1, 2012 through December 31, 2012, in the amount of \$400.00 for the National Association of Counties (NACo). Motion carried: All yes. Absent: Supervisor Marshall.

ADMINISTRATION: It is moved by Supervisor Carter, seconded by Supervisor Indrieri to approve fiscal year 2011-2012 membership fees for the following:

National Forest Counties and Schools Coalition, \$66.00, and Regional Council of Rural Counties, \$2,246.00

Motion carried: All yes. Absent: Supervisor Marshall.

Vice-chairman Evans makes time to discuss the procurement of an audio visual and speaker system for the Board of Supervisor's chamber.

Supervisor Carter suggests getting Central Services to get quotes for this project. Discussion is held.

Following discussion, it is the consensus of the Board that Supervisors Carter and Indrieri along with Mr. Brookins from Planning and Building and Mr. Pankey from IT meet and discuss this matter and return to the Board at a later date for further Board consideration.

ADMINISTRATION: It is moved by Supervisor Vann, seconded by Supervisor Indrieri to approve a letter of support to keep the Grimes, California Post Office open and direct County Counsel to draft the letter for the Vice-chairman's signature. Motion carried: All yes. Absent: Supervisor Marshall.

Ms. Tirado apprises the Board members on items for the October 25, 2011 Agenda.

The Board adjourns at 10:55 a.m. to reconvene in Regular Session on October 25, 2011 at the hour of 9:00 a.m.

Gary J. Evans, Vice-chairman

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

BY _____
Yolanda Tirado, Board Clerk