

Board of Supervisors

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



COUNTY OF COLUSA

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Minutes

April 3, 2012

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 3rd day of April 2012 at the hour of 8:00 a.m., Present: Supervisors Gary J. Evans, Chairman, Thomas A. Indrieri, Denise J. Carter, Kim Dolbow Vann and Mark D. Marshall. Absent: None.

Chairman Evans calls to order the Regular meeting of April 3, 2012 at 8:05 a.m., with all Supervisors present.

Present: Thomas R. Parker, County Counsel.
Cindy Lovelace, Assistant Personnel Director.
Yolanda Tirado, Ann Nordyke, Board Clerks.

Mr. Parker states the Board of Supervisors will consider the Closed Session Agenda matters as posted.

Supervisor Marshall states an item arose after the posting of the April 3, 2012 Agenda regarding a letter of support to the City of Williams for their 2012 CDBG application for the improvements to the Williams Community Center at 860 C Street, Williams, CA. and requests the matter be brought on for consideration and possible action.

ADMINISTRATION: It is moved by Supervisor Carter, seconded by Supervisor Indrieri that the Board finds that a matter arose after the posting of the April 3, 2012 Agenda regarding a letter of support to the City of Williams for their 2012 CDBG application for the improvements to the Williams Community Center at 860 C Street, Williams, CA. Further, this matter will be placed under Administration at 10:30 a.m. Motion carried: All yes. Absent: None.

Chairman Evans declares a recess at 8:06 a.m. to convene in Closed Session and reconvenes in Regular Session at 9:15 a.m., with all Supervisors present.

Present: Thomas R. Parker, County Counsel.
Peggy Scroggins, Auditor-Controller.
Cindy Lovelace, Assistant Personnel Director.
Elizabeth Kelly, Interim Director, Health & Human Services.
Jim Bell, Joan Carr, Brad Danielson, Public Works.

Steve Hackney, Director, Planning & Building.
 Mary Winters, Michael Davies, Colusa citizens.
 David Wells, Mike Riordan, Robert Sutton, Maxwell Fire
 Protection District.
 Joe Garofalo, Sheriff's Office.
 David Wilkinson, Consultant CDBG.
 Kay Spurgeon, Barbara Pennebaker, Office of Education.
 Wendy Burke, County Librarian.
 Yolanda Tirado, Ann Nordyke, Board Clerks.

Prayer by Chairman Evans. Pledge of Allegiance.

ADMINISTRATION: It is moved by Supervisor Indrieri, seconded by Supervisor Marshall to approve the Minutes of March 20, 2012 Regular Session. Motion carried by the following vote:

AYES: Supervisors Indrieri, Carter, Marshall, and Evans.

NOES: None.

ABSENT: None.

ABSTAIN: Supervisor Vann.

Chairman Evans makes time for a Period of Public Comment.

Mr. Riordan requests that a matter regarding Prop 172 funds for six combined fire protection districts be placed on the April 17, 2012 Agenda. He also requests that County Counsel be directed to review the request prior to the April 17, 2012 Board meeting.

Chairman Evans directs the Board Clerk to give copies of the Fire Districts Agenda request to County Counsel and the Auditor-Controller.

9:18a.m. Mr. Parker states the Board considered the following Closed Session matters:

Under the provisions of Government Code Section 54957 and 54957.6, the Board of Supervisors met with Personnel and County Counsel to discuss upcoming negotiations, provide direction and take action as necessary. He states there was nothing to report at this time.

Under the provisions of Government Code Section 54957, the Board of Supervisors met with the Personnel Director to discuss the employment of public employees and provide direction. He states there was nothing to report at this time.

Under the provisions of Government Code Section 54956.9, the Board discussed with Legal Counsel and the Personnel Director pending/potential litigation, provide direction and take appropriate action. He states no formal action was taken and there was nothing to report at this time.

Mr. Parker states the following Closed Session matters have not been discussed and will be continued to later today:

Under the provisions of Government Code Section 54957, the Board will discuss with the Personnel Director departmental updates regarding personnel matters and discipline.

Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation will be conducted for the position of Deputy Director of Behavioral Health Services.

9:20 a.m. (9:05 a.m. item on Agenda) STAFF REPORTS

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

Ms. Burke updates the Board on items that pertain to the County Libraries. She further states Friday, April 20, 2012 at noon the Colusa County Library will be hosting a luncheon and party to honor volunteers and friends to celebrate the thousands of hours given to support the Library's book collection, programs and services and distributes Flyer regarding same.

Ms. McCormick states the Williams Migrant Housing Center located at 400 Theater Road, Williams, California, will be conducting a Facility Tour and Program Information Day, Thursday, April 12, 2012 at 9:00 a.m. and distributes Flyer regarding same.

9:23 a.m. (9:10 a.m. item on Agenda) PERSONNEL/DHHS – HUMAN SERVICES – 5011: It is moved by Supervisor Carter, seconded by Supervisor Indrieri to approve filling the vacancy of one flexibly staffed Social Worker I-IV, PFT, PF Range 19/23/27/29, \$2,445.00 - \$2,972.00 /\$2,695.00 - \$3,277.00/\$2,972.00 - \$3,613.00/\$3,121.00 - \$3,794.00 per month, effective April 1, 2012 and fill utilizing the Merit System hiring list. Motion carried: All yes. Absent: None.

PERSONNEL/DEPARTMENT OF PUBLIC WORKS – 3010: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve filling the vacancy of Equipment Maintenance Supervisor, MSC, Range 28, \$3,016 - \$3,666 per month, effective April 1, 2012. Motion carried: All yes. Absent: None.

Chairman Evans makes time to consider filling multiple vacancies of Summer Help, Road Maintenance Worker I, TPT, MSC Range 12, \$12.56 per hour, effective April 1, 2012.

Ms. Lovelace states an error was made on the Agenda Request regarding the per hour amount and the effective date and requests the per hour amount be changed to reflect \$11.77 per hour and the effective date be changed to July 1, 2012.

PERSONNEL/DEPARTMENT OF PUBLIC WORKS – 3010: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to approve filling multiple vacancies of Summer Help, Road Maintenance Worker I, TPT, MSC Range 12, ~~\$12.56~~ \$11.77 per hour, effective ~~April~~ July 1, 2012. Motion carried: All yes. Absent: None.

PERSONNEL/SHERIFF – 2011: It is moved by Supervisor Vann, seconded by Supervisor Carter to authorize a **Step 5** appointment for Leanne Knutson, Deputy Sheriff, PFT, DSA Range 36, Step 5, \$4,188.00 per month. Motion carried: All yes. Absent: None.

9:28 a.m. (9:15 a.m. item on Agenda) Chairman Evans makes time to approve Request for Proposals for the procurement and installation of one (1) 300kw emergency diesel powered backup generator including housing and fuel storage system for the Colusa County Historic Courthouse.

Supervisor Carter expresses concern regarding detail in the Technical Data as it pertains to No's. 6 and 9. Discussion is held.

SHERIFF/REQUEST FOR PROPOSALS: It is moved by Supervisor Carter, seconded by Supervisor Indrieri to approve Request for Proposals for the procurement and installation of one (1) 300kw emergency diesel powered backup generator including housing and fuel storage system for the Colusa County Historic Courthouse at 547 Market Street, Colusa, CA. Further, set April 24, 2012 at 10:00 a.m. to receive and open RFPs and direct the Clerk to publish and post same. Motion carried: All yes. Absent: None.

C12-053 9:32 a.m. (9:20 a.m. item on Agenda) COUNTY LIBRARY: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve "Mango Languages Terms of Sale" Agreement between the County of Colusa County Library and **Creative Empire, LLC, d/b/a Mango Languages** for online language learning service subscription, effective April 1, 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. Motion carried: All yes. Absent: None.

C12-054 9:38 a.m. (9:25 a.m. item on Agenda) CENTRAL SERVICES/CHILD SUPPORT: It is moved by Supervisor Carter, seconded by Supervisor Vann to approve "Supplement to Lease or Other Credit Agreement-Additional Equipment" and Non-Appropriation Addendum, between the County of Colusa Central Services and **Advanced Document Concepts/Wells Fargo Leasing** for Kyocera fax add-on feature for the Child Support Department's copy machine equipment through the county-wide lease program, effective April 3, 2012, with terms and conditions as set forth in the Lease and authorize the Chairman to sign. Motion carried: All yes. Absent: None.

Present: Steve Hackney, Director, Planning & Building.

9:40 a.m. (9:30 a.m. item on Agenda) Chairman Evans makes time for a Public Hearing to solicit public input and discuss the submittal of a Community Development Block Grant (CDBG) application in response to the 2012 CDBG Notice of Availability (NOFA). The Colusa County Agricultural Department is applying for a \$1,583,920. CDBG grant for the following eligible activities:

1. Improvements to the Colusa Migrant Housing Center's wastewater System

Activity Amount:	\$1,280,000.
Activity Delivery:	\$ 97,600.

2. Improvements to the Colusa Migrant Housing Center's child care facility
Activity Amount: \$100,000.
3. General Administration \$106,320.

Mr. Wilkinson states if awarded the grant funds will be used to upgrade the Williams Migrant Center and speaks briefly to same.

Chairman Evans calls for public comment.

9:45 a.m. Hearing none, Chairman Evans closes the Public Hearing.

AG COMMISSION/MIGRANT HOUSING/RESOLUTION: It is moved by Supervisor Marshall, seconded by Supervisor Vann to adopt **Resolution No. 12-007**, a Resolution of the Board of Supervisors County of Colusa Approving An Application For Funding And The Execution Of A Grant Agreement And Any Amendments Thereto From The Community Development Allocation Of The State Community Development Block Grant (CDBG) Program authorize the Chairman to sign the Resolution and the Director of Migrant Housing to sign the Application and any related documents. Resolution passed and adopted by the following vote:

AYES: Supervisors Indrieri, Carter, Vann, Marshall, and Evans.

NOES: None.

ABSENT: None.

9:48 a.m. (9:40 a.m. item on the Agenda) HEALTH AND HUMAN SERVICES: It is moved by Supervisor Marshall, seconded by Supervisor Carter to approve a Contingency request in the amount of \$12,000.00 for the Department of Health and Human Services to increase appropriations for the General Assistance Program. Motion carried: All yes. Absent: None.

9:52 a.m. (9:45 a.m. item on Agenda) Chairman Evans makes time to consider Introduction and first reading, by title only, of An Ordinance of the Board of Supervisors of the County of Colusa Repealing Sections 2-45, and 2-46 of the Colusa County Code in Their Entirety and Substituting New Sections 2-45, and 2-46.

Mr. Parker states the recent addition of two staff members at the Public Works Department necessitated the changes requested in the mentioned Code Sections. He further states by repealing the Code Sections mentioned and adding New Code Sections will clarify the provisions of the Section.

Discussion is held regarding stating the Title differently, separating sections, County Surveyor being appointed by the Board, and looking at the duties and clarifying them at the same time.

Following discussion, Chairman Evans continues the matter of the proposed Ordinance to the April 17, 2012 Board meeting for further Board consideration.

10:05 a.m. (9:50 a.m. item on Agenda) Chairman Evans makes time to discuss/consider obtaining new RFPs or renewing existing agreements with Botanical landscapes for lawn/grounds maintenance for the Colusa Historical Courthouse and River Glen Subdivision.

Mr. Hackney states the contracts for the Historical Courthouse and River Glen Subdivision are coming to an end and requests direction as to whether staff should proceed with a request for RFP's or continue with the existing landscaper. Discussion is held.

PLANNING AND BUILDING: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to renew the existing agreements with Botanical Landscapes for lawn/grounds maintenance for the Colusa Historical Courthouse and River Glen Subdivision for a period of twelve (12) months. Further, direct the Director of Planning and Building to return at a later date with a contact for same for further Board consideration. Motion carried: All yes. Absent: None.

10:10 a.m. (9:55 a.m. item on Agenda) PUBLIC WORKS/RESOLUTION: It is moved by Supervisor Marshall, seconded by Supervisor Carter to adopt **Resolution No. 12-008**, a Resolution of the Colusa County Board of Supervisors Adopting A Records Retention Schedule For The Department Of Public Works and authorize the Chairman to sign. Resolution passed and adopted by the following vote:

AYES: Supervisors Indrieri, Carter, Vann, Marshall, and Evans.

NOES: None.

ABSENT: None.

10:12 a.m. (10:00 a.m. item on Agenda) APPOINTMENTS, COMMITTEES, COMMISSIONS AND BOARDS: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to re-appoint the following:

Agriculture/Air Pollution Control Affairs Advisory Committee

- Charles Marsh, effective April 17, 2012 – April 18, 2015 and
- Jeff Miller, Member at large, effective May 8, 2012 – May 9, 2015.

Air Pollution Control District Hearing Board

- Randy Johnson, effective April 3, 2012 through April 4, 2015.

Revolving Loan Fund Advisory Committee

- Bill Rohde effective April 3, 2012 through April 4, 2017.

Motion carried: All yes. Absent: None.

10:14 a.m. (10:05 a.m. item on Agenda) Chairman Evans makes time for an update regarding the Upstate CA Regional Consortium Broadband Project.

Ms. Emerson states the Northern California Connect Consortium (NECCC) and the Upstate California Connect Consortium (UCCC) mission is to develop and facilitate the implementation of a broadband infrastructure plan that will provide a cohesive, integrated and robust regional middle-mile and countywide Backbone Systems and community last-mile network infrastructure that will interconnect 11 counties in Northern California together for the first time. Noting at the same time, NECCC and UCCC will coordinate efforts with two other regional groups charged with planning for the other five counties to develop and implement a plan for a comprehensive and cohesive infrastructure that will encompass all 16 counties.

Ms. Emerson further speaks to the following:

Strategic Planning Framework,
Goals,
Building Blocks to Broadband in Northern California, and
Northern California Regional Middle Mile, Fiber Planning.

Discussion is held, with no action taken.

Chairman Evans declares a recess at 10:50 a.m. and reconvenes at 11:00 a.m., with all Supervisors present.

Present: Thomas R. Parker, County Counsel.
Peggy Scroggins, Auditor-Controller.
Yolanda Tirado, Ann Nordyke, Board Clerks.

AUDITOR-CONTROLLER: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve Intra-Budget Transfer Nos. 12033 through 12044. Motion carried: All yes. Absent: None.

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

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue & Appropriations:</i>				
Library	00101	6021	479910	\$8,900.
Total				\$8,900.
Library	00101	6021	57361	\$8,900.
Total				\$8,900.
Road Fund	00110	3010	441900	\$1,874.70
Total				\$1,874.70
Road Fund	00110	3010	57064	\$1,874.70
Total				\$1,874.70

Motion carried: All yes. Absent: None.

Chairman Evans makes time for a presentation and discussion of Revenue and Expenditure Status Reports for the County operating funds for the month ended February 29, 2012.

Ms. Scroggins states revenue is at 54% and expenditures are at 54% and expresses concern regarding Public Defender, Social Welfare, Care of Juveniles and Burial of indigents. Discussion is held, with no action taken.

AUDITOR-CONTROLLER: It is moved by Supervisor Indrieri, seconded by Supervisor Carter to approve the use of Contingencies, in the amount of \$3,191.00, for General Fund Department 40111-Substance Abuse/Crime Prevention within the General Fund to provide reimbursement of cost plan expenditures in Fund 02796-Prop 36. Motion carried: All yes. Absent: None.

Chairman Evans makes time for discussion and direction to the County Auditor regarding presentations re: the County's OPEB liability.

Ms. Scroggins states in the past the Auditor-Controller has presented information to the Board of Supervisors regarding the County's OPEB liability, included in those discussions was a recommendation that the County establish an irrevocable trust as provided for in GASB45. She further states she has been investigating potential trustees and would like direction from the Board whether they want presentations to the full Board, or a committee made up of two Board members and the County Auditor to meet with possible OPEB trustees, attend various presentations, and make a final recommendation to the full Board. Discussion is held.

Following discussion, it is the consensus of the Board members that a committee, made up of Supervisors Evans, Carter, and Ms. Scroggins, Auditor-Controller, meet with the various OPEB trustees and then return to the Board with a final recommendation for the County's OPEB irrevocable trust.

Chairman Evans makes time for an Informative report regarding Unemployment Insurance and Benefits.

Ms. Scroggins distributes a document titled "Unemployment Insurance" and states Unemployment Insurance is available for a number of reasons, and to be eligible claimants must meet the following requirements:

- Have received enough wages during the base period to establish a claim.
- Be totally or partially unemployed.
- Be unemployed through no fault of his/her own.
- Be physically able to work.
- Be available for work which means to be ready and willing to immediately accept work.
- Be actively looking for work.

She further states benefits are calculated using an individual's earnings

during a specific 12 moth period (this is called a base period) the base period can include more than one employer. Noting the base period begins approximately 15-17 months prior to the date the claim is filed. Discussion is held, with no action taken.

Chairman Evans makes time to consider a letter of support for the City of Williams regarding their 2012 CDBG grant application for the improvements to the Williams Community Center a County owned building located at 860 C Street, Williams, California.

Supervisor Marshall states the language in the previous letter the Board approved endorsing the City of Williams 2012 CDBG grant application was not acceptable. He further states a revised letter for the Board's approval has been submitted. Brief discussion is held.

ADMINISTRATION: It is moved by Supervisor Marshall, seconded by Supervisor Vann to approve a letter of support for the City of Williams providing a formal endorsement from the County for the 2012 CDBG grant application for the improvements to the Williams Community Center a County owned building located at 860 C Street, Williams, California and authorize the Chairman to sign. Motion carried: All yes. Absent: None.

Chairman Evans makes time to consider Consent Agenda Items 1 through 5.

Mr. Parker requests Consent Item No. 4 be pulled from the Consent Agenda at this time.

Chairman Evans pulls from the Consent Agenda Item No. 4 as follows:

PUBIC WORKS: Set April 17, 2012 at 9:30 a.m. for a Public Hearing on the qualifications of the candidate(s) for the position of Colusa County Road Commissioner pursuant to the requirements of the Street and Highways Code Section 2006(a). Candidate: Joan E. Carr.

CONSENT AGENDA: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to approve Consent Agenda Item Nos. 1 through 3 and 5 as follows:

C12-055 1. AUDITOR-CONTROLLER: Approve Unemployment Compensation Services Model Agreement between the County of Colusa Auditor-Controller's Office and **TALX Corporation** which provides unemployment claims administration services and other related services to the County, effective May 1, 2012 through April 30, 2015, with terms and conditions as set forth in the agreement and authorize the Chairman to sign.

2. SAFETYBELTSAFE U.S.A./PROCLAMATION: Adopt a Proclamation of the Board of Supervisors County of Colusa Declaring April 15-21, 2012 as Safety Seat Checkup Week and authorize the Chairman to sign.

C12-056 3. PUBIC WORKS: Ratify Agreement 1112-13 between the County of Colusa Public Works Department and **Chrisp Company** for the installation of thermoplastic pavement markings at various county locations, effective March 21, 2012

through June 30, 2012, in an amount not to exceed \$18,319.80, with a Fifteen (15) day written termination clause by either party and signed by the Director of Public Works on behalf of the Board of Supervisors.

C12-057 5. SHERIFF: Approve an agreement between the County of Colusa Sheriff's Department and **Steele Leasing LLC** for helicopter assistance to the Sheriff's Office for Investigation, Recon, Eradication and Recovery of Illegal marijuana grows discovered within Colusa County, effective through December 30, 2012, with terms and conditions as set forth in the agreement and authorize the Chairman to sign. **Consent motion carried: All yes. Absent: None.**

SUPERVISOR REPORTS AND/OR COMMENTS

Supervisor Indrieri

Meetings/Functions attended

Sheriffs' meeting in Grimes.

Colusa Western Days.

Indian Gaming Commission.

Supervisor Carter

Meetings/Functions attended

Butte County Public meeting on CVFPP regarding Cherokee Canal.

City Council meeting.

Indian Gaming Committee meeting.

Western Days.

DWR briefing on CVFPP System wide Investment approach.

Chairman Evans inquires as to any State or Federal Legislation and or General Budgetary Matters.

Brief discussion is held regarding the makeup of the Budget Committee and procedures that will be followed during negotiations.

AUDITOR: It is moved by Supervisor Carter, seconded by Supervisor Vann to approve Claim Register Sheets for the period of March 20, 2012 through April 2, 2012. Motion carried by the following vote:

AYES: Supervisors Carter, Vann, Marshall, and Evans.

NOES: None.

ABSENT: None.

ABSTAIN: Supervisor Indrieri.

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

<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
DHHS-Ambulance	C & L Home Service	\$45.00
Planning & Building	Ron Azevedo Backflow	\$580.00
Building & Grounds	WKD Electric	\$985.00

Probation	Trinity County Probation	\$2,625.00
Roads	Ritchie Bros Auctioneers	\$73,484.25

Motion carried: All yes. Absent: None.

Chairman Evans makes time to consider approving Board of Supervisors Meeting Schedule for July – December 2012. (On file in Board Clerk's Office) Brief discussion is held.

ADMINISTRATION/BOARD CLERKS: It is moved by Supervisor Vann, seconded by Supervisor Marshall to approve Option 3 of the Board of Supervisors Meeting Schedule for July – December 2012. Motion carried: All yes. Absent: None.

Chairman Evans declares a recess at 11:45 a.m. and reconvenes at 1:30 p.m., with all Supervisors present.

Present: Cindy Lovelace, Assistant Personnel Director.
Yolanda Tirado, Ann Nordyke, Board Clerks.

Chairman Evans states Closed Session Item D as follows has been pulled from the Closed Session Agenda:

Under the provisions of Government Code Section 54957, the Board will discuss with the Personnel Director departmental updates regarding personnel matters and discipline.

Chairman Evans further states Closed Session Item E, as follows has been continued to the April 17, 2012 Board meeting due to the unavailability of County Counsel:

Under the provisions of Government Code Section 54957, a Public Employee Performance Evaluation will be conducted for the position of Deputy Director of Behavioral Health Services.

The Board adjourns at 1:50 p.m. to reconvene in Regular Session on April 17, 2012 at the hour of 9:00 a.m.

Gary J. Evans, Chairman

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

BY _____
Ann Nordyke, Deputy Board Clerk