

## Board of Supervisors

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



## COUNTY OF COLUSA

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BOARD CHAMBERS  
547 MARKET STREET, SUITE 108  
COLUSA, CA 95932

# Agenda

## September 24, 2013

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.

9:00 a.m. CALL TO ORDER

- Opening Prayer – Pledge of Allegiance.
- Approval of Minutes of September 5, 2013 Special Session and September 10, 2013 Regular Session.
- Period of Public Comment.
- Announcement of Closed Session.

9:05 a.m. STAFF REPORTS- Note: 3 minutes allowed per Department for Staff Reports.

This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

9:10 a.m. PERSONNEL

A. **Behavioral Health Department – Mental Health - 4013**

1. Consider adding a second position of Deputy Director Clinical Services, PFT, MGT Range 30, \$6,430.00 - \$7,815.00 per month, effective October 1, 2013.
2. Consider the revised job description for the position of Electronic Health Record Coordinator, MSC Range 27, \$3,363.00 - \$4,088.00 per month, effective October 1, 2013 and authorize to fill the position.

- B. **Health And Human Services Department – Public Health - 4012**
1. Consider adding a second position of Health Program Specialist, PFT, PF Range 30, \$3,653.00 - \$4,440.00 per month, effective November 1, 2013.
  2. Consider deleting one unfilled budgeted position of RN, PFT, PF Range 35, \$4,127.00 - \$5,016.00 per month, effective October 31, 2013.
  3. Consider deleting one budgeted unfilled extra help Vocational Assistant, TPT, MSC Range 3, \$1,869.00 - \$2,275.00 per month, effective September 30, 2013.
  4. Consider adding a full time Vocational Assistant, PFT, MSC Range 3, \$1,869.00 - \$2,275.00 per month, effective November 1, 2013.
- C. **Sheriff – 2021**
- Consider adding a limited term position of Sergeant, DSA Range 39, \$4,646.00 - 5,649.00 per month, effective October 1 – December 31, 2013 to cover staff shortages.
- D. **Personnel-Elected**
1. Auditor-1021  
Consider approving a salary increase for the position of Auditor/Controller, ELE Range 13, \$8,907.00 per month to ELE Range 17, \$9,821.00 per month, effective October 1, 2013.
  2. Clerk-Recorder-2070  
Consider approving a salary increase for the position of County Clerk Recorder, ELE Range 8, \$7,886.00 per month to ELE Range 12, \$8,696.00 per month, effective October 1, 2013.
  3. District Attorney -2016  
Consider approving range change for the position of District Attorney from ELE Range 17, \$12,280.00 per month to ELE Range 21, \$12,280.00 per month, effective October 1, 2103.
  4. Sheriff – 2021  
Consider approving a range change for the position of Sheriff from ELE Range 16, \$11,053.00 per month, to ELE Range 20, \$11,053.00 per month, effective October 1, 2013.
- E. **Personnel**
1. Consider a Professional Services Agreement between the County of Colusa and **William Pruitt**, to perform Employment Investigative Services as directed by the Personnel Director, effective August 16, 2013 through August 16, 2014, in an amount not to exceed \$10,000.00, and authorize the Personnel Director to sign on behalf of the Board of

Supervisors.

2. Consider approving a contract between the County of Colusa and **Appeal Democrat** for employment advertising, effective June 1, 2013 through May 31, 2014, at the Daily Rate of \$15.65 and the Classified Rate of \$16.35 per column inch, and authorize the Personnel Director to sign on behalf of the Board of Supervisors.

9:15 a.m. CALIFORNIA STATE ASSOCIATION OF COUNTIES/CSAC  
Update on CSAC activities and legislative issues.

9:30 a.m. PUBLIC HEARINGS  
**Public Works**

- A. Public Hearing to consider vacation of a portion of a Street in the County of Colusa of County Road County Road 137B Sycamore Slough Road-Spur B, beginning at Sycamore Slough Road Spur A and proceeding Northerly 1100 feet to State Route 45.
- B. Consider adopting a Resolution Of The Colusa County Board Of Supervisors Vacating All Of County Road Number 137B Sycamore Slough Road Spur B, authorize the Chair to sign the Resolution and direct the Clerk to record same.

9:35 a.m. BEHAVIORAL HEALTH SERVICES  
Consider approving the Colusa County Behavioral Health MHSA Annual Update for 2012-13 regarding the five work plans (Adult Systems of Care, Wraparound, Children's Systems of Care, Direct Schools and the Native American Collaboration) and authorize the Director of Behavioral Health to sign on behalf of the Board of Supervisors for submission of same to the Mental Health Oversight and Accountability Commission.

9:40 a.m. TREASURER-TAX COLLECTOR  
Consider approving use of Contingency Funds in the amount of \$10,260.00 for Department 1022-Treasurer-Tax Collector to cover negative appropriations balance. **(requires a 4/5<sup>th</sup> vote)**

9:45 a.m. SHERIFF  
Continued discussion and possible action regarding the SB1022 RFP (Request for proposals) funding for Construction of Adult Local Criminal Justice Facilities. **(Continued from September 10, 2013)**

9:55 a.m. AG COMMISSION/MIGRANT FARM HOUSING  
A. Consider rejecting bids for the Migrant Farm Housing Lift Station and Force Main Projects as received and opened on September 12, 2013 at 1:30 p.m. as follows:

1.	RTA Construction	\$835,648.00
2.	Fort Bragg Electric, Inc.	\$848,450.00
3.	TerraCon Pipelines, Inc.	\$849,896.00
4.	Koch & Koch, Inc.	\$966,624.00

- B. Consider authorizing the Director of Migrant Farm Housing to re-bid the Migrant Farm Housing Lift Station and Force Main Project, including the necessary changes and the Pond Decommissioning at a later date.

10:00 a.m. AUDITOR CONTROLLER

- A. Consider adopting a Resolution Of The Colusa County Board Of Supervisors To Adopt And Fix The Property Tax Rates For The County Of Colusa For The 2013-2014 Fiscal Year and authorize the Chair to sign.
- B. **Risk Management**  
Presentation and discussion of Loss Prevention/Safety activities

10:10 a.m. PUBLIC WORKS

- A. Consider approving a Recreational Management Agreement between the County of Colusa, the United States Of America, and the Orland Water Users for the Administration, Operation, Maintenance and Related Improvement for Recreation Uses and Facilities at the East Park Reservoir and authorize the Chair to sign.
- B. Consider approving Colusa County Public Works Agreement for Sanitary Services East Park Reservoir between the County of Colusa and Stony Creek Garbage Services for weekly garbage collection and cleaning of restroom facilities at the East Park Reservoir, effective September 24, 2013 through November 21, 2013, with a maximum contract amount of \$2,000.00 and authorize the Chair to sign.
- C. Consider approving extra help to provide garbage consolidation and inspection of facilities to determine frequency of garbage collection and maintenance of portable toilets.

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

10:45 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.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Gov. Code § 54957 Title: Director of Planning and Building.

11:30 a.m. ASSESSOR/CALIFORNIA ASSESSOR ASSOCIATION/RESOLUTION

- A. Presentation by the California Assessor Association of a Resolution honoring Wayne Zoller, Colusa County Assessor upon his retirement.
- B. Consider adopting a Resolution of the Colusa County Board of Supervisors Honoring Colusa County Assessor Wayne C. Zoller Upon His Retirement and authorize the Chair to sign.

**12:00 NOON RECESS**

1:30 p.m.

PUBLIC HEARING**Auditor**

- A. Public Hearing for the purpose of hearing proposals for revisions to the Recommended County of Colusa Fiscal Year 2013-14 Budget. (Pursuant to Government Code Sections 29081 and 29088 the hearing may be continued from day to day until concluded, but not to exceed a total of 14 calendar days, AND, the Board must adopt the Final Budget by resolution, no later than October 2, 2013).
- B. Consider adopting A Resolution Of The Colusa County Board Of Supervisors Adopting The Fiscal Year 2013-2014 Annual Budget For Countywide Operating Funds And Special Revenue Funds and authorize the Chair to sign.
- C. Consider adopting A Resolution Of The Colusa County Board Of Supervisors Adopting The Fiscal Year 2013-2014 Annual Budget For The Enterprise Funds And The Special Districts Under The Board Of Supervisors and authorize the Chair to sign.
- D. **Sitting as the Colusa County Flood Control and Water Conservation District**  
Consider adopting A Resolution Of The Colusa County Board Of Supervisors Sitting As The Colusa County Flood Control And Water Conservation District, Adopting The Fiscal Year 2013-2014 Annual Budget For The Colusa County Flood Control And Water Conservation District and authorize the Chair to sign.
- E. **Sitting as the Colusa County Air Pollution Control Board**  
Consider adopting A Resolution Of The Colusa County Board Of Supervisors Sitting As The Colusa County Air Pollution Control Board, Adopting The Fiscal Year 2013-2014 Annual Budget For The Colusa County Air Pollution Control and authorize the Chair to sign.
- F. **Sitting as the Colusa County In-Home Supportive Services (IHSS) Public Authority Board**  
Consider adopting A Resolution Of The Colusa County Board Of Supervisors Sitting As The IHSS Public Authority Board, Adopting The Fiscal Year 2013-2014 Annual Budget For The In-Home Supportive Services (IHSS) Public Authority and authorize the Chair to sign.

1:45 p.m.

ADMINISTRATION

- A. Discussion and possible action regarding Assessor's retirement and possible options.
- B. Discussion/direction and possible action regarding CAO matter.
- C. Consider Introduction and first reading, by title only, of An Ordinance Of The Board Of Supervisors Of The County Of Colusa Amending Chapter 2, Section 16.2(A) Of The Colusa County Code regarding a compensation increase for the Board members.

Further, set October 22, 2013 at 10:45 a.m., for a Public Hearing and possible adoption of same and direct the Clerk to publish an post Notice of Hearing.

**3:00 P.M. COLUSA COUNTY TRANSIT AGENCY AND TRANSPORTATION COMMISSION MEETING.**

**CONSENT AGENDA ITEMS 1-17**

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

1. AUDITOR: Approve changes in Revenue and Appropriations as follows:  
Requires 4/5 votes

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase(Decrease) Revenue &amp; Appropriations:</i>				
<b>2012-13</b>				
Road Fund	00110	3010	452399	(\$33,163.07)
Road Fund	00110	3010	452400	\$3,797.22
Road Fund	00110	3010	452410	\$3,199.20
Road Fund	00110	3010	452411	(\$26,624.89)
Road Fund	00110	3010	454165	\$17,758.25
Road Fund	00110	3010	479910	\$2,276.75
Total				(\$48,756.54)
Road Fund	00110	3010	421340	\$225.00
Road Fund	00110	3010	441900	\$9,726.47
Road Fund	00110	3010	479285	\$3,985.20
Total				\$13,936.67
Road Fund	00110	3010	53060	\$2.10
Road Fund	00110	3010	53171	\$136.19
Road Fund	00110	3010	53200	\$5,160.00
Road Fund	00110	3010	55555	\$52.18
Road Fund	00110	3010	57050	\$447.27
Road Fund	00110	3010	57060	\$854.89
Road Fund	00110	3010	53230	\$7,284.04
Total				\$13,936.67
Adult Literacy	00101	6022	479321	\$230.00
Total				\$230.00
Adult Literacy	00101	6022	53230	\$230.00
Total				\$230.00
Library	00101	6021	479910	\$1,078.92

Total				\$1,078.92
Library	00101	6021	53230	\$1,078.92
Total				\$1,078.92
Library	00101	6021	479910	\$110.94
Total				\$110.94
Library	00101	6021	53230	\$110.94
Total				\$110.94
Library	00101	6021	479310	\$335.74
Total				\$335.74
Library	00101	6021	53230	\$335.74
Total				\$335.74
Library	00101	6021	479910	\$751.66
Total				\$751.66
Library	00101	6021	53230	\$751.66
Total				\$751.66
Library	00101	6021	479910	\$1,000.91
Total				\$1,000.91
Library	00101	6021	53230	\$1,000.91
Total				\$1,000.91
Library	00101	6021	479910	\$2,927.96
Total				\$2,927.96
Library	00101	6021	53230	\$2,927.96
Total				\$2,927.96
Senior Nutrition	00108	5033	479910	\$5,257.94
Total				\$5,257.94
Senior Nutrition	00108	5033	55280	\$5,257.94
Total				\$5,257.94

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
To Increase (Decrease) Appropriations:				
<b>12/13</b>				
Emergency Services	00101	2081	554401	\$1,227.
Emergency Services	00101	2081	554451	\$351.
Emergency Services	00101	2081	51021	(\$1,578.)

Total				\$0.00
CLRF11-Local Comm Corr	02528	002528	554401	\$6,439.
CLRF11-Local Comm Corr	02528	002528	554451	\$1,841.
CLRF11-Local Comm Corr	02528	002528	51021	(\$8,280.)
Total				\$0.00
Boating	00101	2024	554401	\$5,292.
Boating	00101	2024	554451	\$1,513.
Boating	00101	2024	51021	(\$6,805.)
Total				\$0.00
Sheriff-Ind Gaming	02339	002339	554401	\$5,957.
Sheriff-Ind Gaming	02339	002339	554451	\$1,703.
Sheriff-Ind Gaming	02339	002339	51021	(\$7,660.)
Total				\$0.00
District Attorney	00101	2016	554401	\$16,872.
District Attorney	00101	2016	554451	\$4,823.
District Attorney	00101	2016	51021	(\$21,695.)
Total				\$0.00
Jail	00101	2031	554401	\$102,762.
Jail	00101	2031	554451	\$29,374.
Jail	00101	2031	51021	(\$132,136.)
Total				\$0.00
Probation-Ind Gaming	02526	002526	554401	\$1,798.
Probation-Ind Gaming	02526	002526	554451	\$514.
Probation-Ind Gaming	02526	002526	51021	(\$2,312.)
Total				\$0.00
Sheriff	00101	2021	554401	\$201,525.
Sheriff	00101	2021	554451	\$57,604.
Sheriff	00101	2021	51021	(\$259,129.)
Total				\$0.00
Probation	00101	2035	554401	\$65,970.
Probation	00101	2035	554451	\$18,857.
Probation	00101	2035	51021	(\$84,827.)
Total				\$0.00
Drug Prevention	00101	2022	554401	\$8,363.
Drug Prevention	00101	2022	554451	\$2,391.
Drug Prevention	00101	2022	51021	(\$10,754.)
Total				\$0.00

2. AUDITOR: Approve Intra Budget Transfers 13091 through 13094.



3. COUNTY COUNSEL: Adopt the Director of Behavioral Health's Response to the 2012-13 Grand Jury Final Report and approve letter from the Board Chair to the Honorable Jeffrey A. Thompson, Presiding Judge regarding Response to the 2012-2013 Colusa County Grand Jury Report and authorize the Chair to sign.
4. SHERIFF: Accept donation from BLS Shooting of one Benjamin Sheridan brand CO2 powered dart rifle, Model number 176B, Serial number N12500379, valued at approximately \$330.00 to be used by trained Sheriff's Office personnel in the apprehension of animals.
5. TREASURER-TAX COLLECTOR: Approve the Colusa County Treasurer-Tax Collector's August 2013 Monthly Investment Report.
6. HEALTH AND HUMAN SERVICES: Approve an agreement between the County of Colusa Health and Human Services and **Seneca Family of Agencies** for Family Finding Search Services, effective September 26, 2013, in an amount not to exceed \$3,000.00, with a fifteen (15) days written termination clause by either party and authorize the Chair to sign.
7. HEALTH AND HUMAN SERVICES: Approve a Memorandum of Understanding between the County of Colusa Health and Human Services and the **Colusa County Office of Education** for shared CCOE staff in regards to activities conducted as part of the Foster Youth/Homeless Education, and Child Welfare Services, effective July 1, 2013 through June 30, 2014, in an amount not to exceed \$21,830.00 and authorize the Director of Health and Human Services and the Colusa County Superintendent of Schools to sign on behalf of the Board of Supervisors.
8. HEALTH AND HUMAN SERVICES: Approve Modification to Agreement C12-213, between the County of Colusa health and Human Services **Sue Graue** for tobacco education services and modifying Exhibit B-Compensation to include reimbursement of mileage and actual expenses at the rate as those allowed officers and employees of the County, as provided for in the County's Travel and Reimbursement Policy, effective September 24, 2013, with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.
9. HEALTH AND HUMAN SERVICES: Approve Subcontract Agreement No. IIC-025-14-9M, between the County of Colusa Health and Human Services and the **CSU, Chico Research Foundation, California State University, Chico on behalf of it program the Area 3 Agency on Aging** for nutrition services, effective October 1, 2013 through June 30, 2014, in the maximum amount of \$29,578.00 and authorize the Chair to sign all related documents.
10. COUNTY LIBRARY: Approve an agreement between the County of Colusa Library and **Baker and Taylor** to provide the library 240 titles with 20 new units each month, effective October 1, 2013, in the total amount of \$4,269.60, and authorize the Chairman to sign.
11. PUBLIC WORKS: Authorize the Director of Public Works to issue an Encroachment Permit to the Arbuckle Revitalization Committee closing Main Street (5<sup>th</sup> Street) between Lucas Street and 6<sup>th</sup> Street, close Hall Street between the railroad tracks

- and the alley between 5<sup>th</sup> and 6<sup>th</sup> Streets and close Amanda Street between 5<sup>th</sup> Street and the alley between 5<sup>th</sup> and 6<sup>th</sup> Streets from 4 a.m. to 4 p.m. on October 27, 2013 for the Annual Car Show and BBA.
12. PUBLIC WORKS: Ratify Agreement 1314-06 between the County of Colusa Public Works and **Durham Stabilization** to pulverize existing asphalt surfaces, effective September 5, 2013 through October 31, 2013, in an amount not to exceed \$15,000.00, 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.
  13. PUBLIC WORKS: Approve Notice to Contractors, Special Provisions and Proposal for a Job Order Contract for Tree Services on an as-needed basis, set October 14, 2013 at 10:00 a.m. to receive and open sealed bids, authorize the Chair to sign the Notice to Contractors and direct the Clerk to publish and post Notice for same.
  14. PUBLIC WORKS: Approve Notice to Contractors, Special Provision and Proposal for a Job Order Contract for Towing Services on an as-needed basis, set October 14, 2013 at 10:00 a.m. to receive and open sealed bids, authorize the Chair to sign the Notice to Contractors and direct the Clerk to publish and post Notice for same.
  15. HISTORICAL RECORDS COMMISSION: Direct the Clerk to publish and post Notice of Vacancy to fill the unexpired term of Marge Kemp-Williams on the Colusa County Historical Records Commission.
  16. CITY OF COLUSA FIRE DEPARTMENT/PROCLAMATION: Adopt a Proclamation of the Board of Supervisors of the County of Colusa, State of California Celebrating the City of Colusa Fire Department's 140 years of Continuous Service from 1873 Through 2013 and authorize the Chair to sign.
  17. CHILD SUPPORT SERVICES: Approve Commercial Lease Agreement between the County of Colusa Child Support Services and **Ralph Keeley, III**, for lease of property located at 217 9<sup>th</sup> Street, Suite A, effective September 1, 2013 through August 31, 2016, at the monthly rate of \$3,000.00, and authorize the Chair to sign. **(Continued from September 10, 2013)**

### END OF CONSENT AGENDA

#### OTHER ITEMS TO BE CONSIDERED AS TIME PERMITS:

18. Supervisors' Reports or Comments.
19. State or Federal Legislation/General Budgetary Matters.
20. Review Claims Register Sheets.
21. ADMINISTRATION
  - A. Consider selection of the CSAC Board of Directors Delegate and Alternate for calendar year 2014. (Current delegate is Supervisor Kim

Dolbow Vann.)

- B. Discussion/consideration regarding a proposed agreement with Kathy Craigo Media Consulting.
- C. Consider allowing the Virginia Read and the Pacific Fly Quilters Community Event to take place in the Courthouse.
- D. Consider approving a letter of support for Head Start Grant application and authorize the Chair to sign.

22. Correspondence.

FILE NO.	CORRESPONDENCE RECEIVED	STATUS
13-60	Thank you note from Safe Haven Drop In Center for support during the Stamp Out Stigma Week.	Filed
13-61	Notice from CA Water Board-Central Valley Regional Water Quality Control Board re: Public Hearing for Development of Central Valley Wide Salt and Nitrate management Plan for incorporation into the Sacramento-San Joaquin & Tulare Lake Basin Plans.	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.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk (located in the Board Chamber), 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.

**AGENDA NOTE:**

The Board of Supervisors will be conducting a yearly evaluation of the job performance of the **Director of Health and Human Services** on October 8, 2013 in a Closed Session meeting. Comments relevant to this subject may be submitted on a form provided by the Personnel Department (458-0420) prior to 5:00 p.m. Wednesday October 2, 2013. Comments need to be written and signed.

The Board of Supervisors will be conducting a yearly evaluation of the job performance of the **Director of Child Support Services** on October 8, 2013 in a Closed Session meeting. Comments relevant to this subject may be submitted on a form provided by the Personnel Department (458-0420) prior to 5:00 p.m. Wednesday October 2, 2013. Comments need to be written and signed.