

Board of Supervisors

Kim Dolbow Vann, District I
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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YOLANDA TIRADO, CHIEF BOARD CLERK
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Minutes

August 13, 2013

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 13th day of August 2013 at the hour of 9:00 a.m., Present: Supervisors, Denise J. Carter, Chair, Gary J. Evans, Thomas A. Indrieri, Kim Dolbow Vann and Mark D. Marshall. Absent: None.

Chair Carter calls to order the Regular meeting of August 13, 2013 at 9:00 a.m., with all Supervisors present.

Present: John Ketelsen, Interim County Counsel.
Peggy Scroggins, Auditor-Controller.
Cindy Lovelace, Personnel Director.
Bob Muszar, Consultant.
Mary Winters, Colusa Citizen.
Elizabeth Kelly, Director, Health & Human Services.
Scott Lanphier, Michael Azevedo, Public Works.
Darla Marazzo, Treasurer-Tax Collector's Office.
Terrance Rooney, Michael Laffin, Behavioral Health Services.
Yolanda Tirado, Ann Nordyke, Board Clerks.

Prayer by Chair Carter. Pledge of Allegiance.

ADMINISTRATION: It is moved by Supervisor Evans, seconded by Supervisor Indrieri to approve the Minutes of the July 30, 2013 Regular Session. Motion carried: All yes. Absent: None.

Chair Carter makes time for a period of public comment. Hearing none, Chair Carter closes the period of public comment.

9:05 a.m. STAFF REPORTS

Mr. Lanphier updates the Board member on items as they pertain to his Department. He further states Mr. Mike Azevedo has been promoted to the Assistant Public Works Director and speaks briefly to same.

Ms. Kelly requests the 9:30 a.m. item A under the Health and Human Services Department regarding a Memorandum of Understanding with the Colusa County Office of Education (COE) for shared Colusa COE staff in regards to activities

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conducted as part of the Foster Youth/Homeless Education and Child Welfare Services be pulled at this time.

Chair Carter so directs.

Present: Mary Anderson, Director, Child Support.
Angela Gross, Central Services.
Dan Charter, Treasurer/Tax Collector.

9:10 a.m. Chair Carter states the following Personnel requests are being pulled from the August 13, 2013 Agenda until after the Budget Committee meets.

TREASURER/TAX COLLECTOR – 1022: Consider adding the position of Account Clerk III, PFT, MSC Range 14, \$2,448.00 - \$2,977.00 per month effective September 1, 2013 and delete the position vacated by the promotion.

PERSONNEL/TREASURER/TAX COLLECTOR – 1022: Consider deleting the position of Account Clerk I, PPT (53.33%), MSC Range 5, \$1,963.00 - \$2,389.00 per month, effective August 31, 2013 and adding the flexibly staffed position of Account Clerk I/II, PPT (53.33%), MSC Range 5/10, \$1,963.00 - \$2,389.00/\$2,220.00 - \$2,700.00 per month, effective September 1, 2013.

BEHAVIORAL HEALTH DEPARTMENT – 4013: Consider adding a second position of Deputy Director-Adult Services, PFT, MGT Range 30, \$6,430.00 - \$7,815.00 per month, effective August 15, 2013.

BEHAVIORAL HEALTH DEPARTMENT: Consider approving the revised job description for the position of Electronic Health Record Coordinator, MSC Range 27, \$3,363.00 - \$4,088.00 per month, effective September 1, 2013 and authorize to fill the position.

SHERIFF – 2021: Consider adding a limited term position of Sheriff's Technician, DSA Range 20, \$3,115.00 - \$3,787.00 per month, effective October 1 – December 31, 2013 for training purposes.

HEALTH AND HUMAN SERVICES – 5011: Consider adding an additional position of Human Services Supervisor, PFT, MSC Range 30, \$3,618.00 - \$4,398.00 per month, effective September 1, 2013 and delete the position vacated by the promotion.

DEPARTMENT OF PUBLIC WORKS – 3010: Consider adding the following positions and authorize to fill effective September 1, 2013:

- Two positions of Road Maintenance Worker I/II, PFT, MSC Range 12/16, \$2,331.00 - \$2,835.00/\$2,571.00 - \$3,126.00 per month.
- Road Maintenance Lead Worker, PFT, MSC Range 25, \$3,203.00 - \$3,893.00 per month.
- Two positions of Engineering Technician Trainee, MSC Range 16, \$2,571.00 - \$3,126.00 per month.

CHILD SUPPORT – 2017: Consider adding bilingual pay of \$50.00 per month for Jayro Pina, Child Support Assistant II, effective August 14, 2013.

Ms. Anderson requests the Board members to consider the Personnel request of bilingual pay for Mr. Jayro Pina, Child Support Assistant II.

Chair Carter so directs.

Ms. Anderson speaks in support of approving bilingual pay for Mr. Pina noting that if the Department was to advertise the position as bilingual preferred it would limit the applicant pool. Brief discussion is held.

PERSONNEL/CHILD SUPPORT – 2017: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to approve bilingual pay of \$50.00 per month for Jayro Pina, Child Support Assistant II, effective August 14, 2013. Motion carried by the following vote:

AYES: Supervisors Indrieri, Marshall and Carter.

NOES: Supervisors Evans and Vann.

ABSENT: None.

CONSENT AGENDA: It is moved by Supervisor Evans, seconded by Supervisor Indrieri to approve Consent Agenda Item Nos. 1 through 9 as follows:

- AUDITOR: Approve changes in Revenue and Appropriations as follows:

DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>Increase Revenue & Appropriations:</i>				
Sheriff	00101	2021	454608	\$1,628.17
Total				\$1,628.17
Sheriff	00101	2021	51012	\$1,117.02
Sheriff	00101	2021	51022	\$85.45
Sheriff	00101	2021	53170	\$425.70
Total				\$1,628.17
DEPARTMENT NAME	FUND #	DEPT #	ACCT#	AMOUNT
<i>To Increase (Decrease) Appropriations:</i>				
Sheriff-SLESF	02340	002340	53140	\$207.50
Sheriff-SLESF	02340	002340	53170	\$82.30
Sheriff-SLESF	02340	002340	53230	\$1,212.35
Sheriff-SLESF	02340	002340	57039	\$8,742.54
Sheriff-SLESF	02340	002340	57058	\$637.37
Sheriff-SLESF	02340	002340	57064	\$21,311.31
Total				\$32,193.37

2. SHERIFF/OFFICE OF EMERGENCY SERVICES: Approve California Emergency Management Grant Program (EMPG) Application for fiscal year 2013 (July 1, 2013 through June 30, 2014), total project cost of \$104,334.00 (in-kind match amount \$52,167.00), and authorize the Sheriff to sign application and receive and spend funds.

3. TREASURER-TAX COLLECTOR: Accept the Colusa County Treasurer-Tax Collector's monthly investment report for July 2013.

C13-178 4. AG COMMISSION: Approve Standard Agreement 13-0073, between the County of Colusa Ag Commission and **the Department of Food and Agriculture** for Exotic Pest Detection/Trapping, effective July 1, 2013 through June 30, 2014, in an amount not to exceed \$9,860.00 and authorize the Ag Commissioner to sign on behalf of the Board of Supervisors.

C13-179 5. LIBRARY: Approve an agreement between the County of Colusa Library and **Creative Empire, LLC, dba Mango Languages** for online language learning service subscription, effective August 1, 2013 through July 31, 2014, in an amount not to exceed \$2,433.00, with a thirty (30) day written termination clause by either party and authorize the Chair to sign.

6. HEALTH AND HUMAN SERVICES/VETERANS SERVICES: Approve Medi-Cal Certification of Compliance, California Department of Veterans Affairs (CDVA) Medi-Cal Cost Avoidance Program, effective July 1, 2013 through December 31, 2013 and authorize the Chair to sign.

7. HEALTH AND HUMAN SERVICES/VETERANS SERVICES: Approve Subvention Certificate of Compliance, California Department of Veterans Affairs (CDVA) County Subvention Program, effective July 1, 2013 through December 31, 2013 and authorize the Chair to sign.

8. HEALTH AND HUMAN SERVICES/VETERANS SERVICE: Approve Reservation Request Form between the Colusa County Veterans Services and the Colusa Regional Medical Center for the 2013 Family Health Fair, to be held October 24, 2013, from 10:00 a.m. through 2:00 p.m. in the Main Exhibit building at the Colusa County Fairgrounds, in the amount of \$50.00 due by August 30, 2013 and authorize the Director of Health and Human Services to sign the Form on behalf of the Board of Supervisors.

C13-180 9. HEALTH AND HUMAN SERVICES: Approve an agreement between the County of Colusa Health and Human Services and **Glenn County Through Its Health And Human Services Agency** for the provision of Child Welfare Services/Case Management System (CWS/CMS) staff training, effective July 1, 2013 through June 30, 2014, with terms and conditions as set forth in the Agreement and authorize the Director of Health and Human Services to sign on behalf of the Board of Supervisors. **Consent motion carried: All yes. Absent: None.**

SUPERVISORS' REPORTS OR COMMENTS

Supervisor Evans

Meetings/Functions attended

LAFCo meeting.

Met with State, Public Works and Department of Reclamation re: possible grant.

Transportation & Transit.

Discussions with Glenn County re: potential JPA.
Met with Farmers in Williams.
Met with constituents re: Forest Management.

Supervisor Indrieri

Meetings/Functions attended

Discussion with constituents re: the County's jurisdictions/boundaries.

Supervisor Vann

Meetings/Functions attended

Flood Control issues on Freshwater Creek.
Road work on Leesville and Freshwater Roads.
Discussions with Recology re: Cortina.
Discussions re: Premier Mushroom Open House.
RCRC Executive meeting.
CSAC Executive meeting.
Williams City Council meeting.
Transportation & Transit.

Calls regarding:

Cortina and Road issues.
Supervisor Vann states the annual Arbuckle BBQ and car show will be held October 27, 2013.

Supervisor Marshall

Meetings/Functions attended

Discussion with constituents re: Road work, Cortina Landfill, and flood control issues.
Discussion regarding Premier Mushrooms Open House.
Supervisor Marshall speaks to the need to address the flood issues West of Williams in the near future.

Supervisor Carter

Meetings/Functions attended

Sac Valley BCC Board meeting.
Department Head meeting.
Airport Advisory meeting.
Indian Gaming meeting.
Central Valley Flood Protection Board.
Met with Public Works re: Flood related issues, FEMA, SBFCA.
LAFCo meeting.
Aerial tour of East Park/Stonyford.
Agenda review.

9:27 a.m. (9:25 a.m. item on Agenda) CENTRAL SERVICES/HEALTH AND HUMAN SERVICES: It is moved by Supervisor Indrieri, seconded by Supervisor Marshall to authorize the Director of Health and Human Services to proceed with purchase of computer systems for the Child Welfare Unit in an amount not to exceed \$4,134.00, utilizing the State's established list of approved vendors to provide the equipment needed. (No cost to the County, utilizing State and Federal allocations) Motion carried: All yes. Absent: None.

9:30 a.m. At the request of the Director of Health and Human Services, Chair Carter pulls from the August 13, 2013 Agenda the following matter:

Memorandum of Understanding between the County of Colusa Health and Human Services and the Colusa County Office of Education for shared Colusa COE staff in regards to activities conducted as part of the Foster Youth/Homeless Education and Child Welfare Services.

Chair Carter declares a recess at 9:30 a.m. to sit as the In-Home Supportive Services Public Authority Board and reconvenes in Regular Session at 9:31 a.m. with all Supervisors present.

Present: John Ketelsen, Interim County Counsel.
Peggy Scroggins, Auditor-Controller.
Mary Winters, Colusa citizen.
Scott Lanphier, Mike Azevedo, Public Works.
Bob Muszaar, Consultant.
Elizabeth Kelly, Director, Health & Human Services.
Yolanda Tirado, Ann Nordyke, Board Clerks.

C13-181 IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to approve the MOU between the County of Colusa In-Home Supportive Services Authority and **the Glenn County In-Home Supportive Services Public Authority** for Administrative Services, effective July 1, 2013 through June 30, 2014, in an amount not to exceed \$30,000.00, with a thirty (30) day written termination clause by either party and authorize the Chair to sign. Motion carried: All yes. Absent: None.

Chair Carter adjourns at 9:31 a.m., as the In Home Supportive Services Public Authority and reconvenes in Regular Session, with all Supervisors present.

Present: John Ketelsen, Interim County Counsel.
Peggy Scroggins, Auditor-Controller.
Mary Winters, Colusa citizen.
Scott Lanphier, Mike Azevedo, Public Works.
Bob Muszaar, Consultant.
Elizabeth Kelly, Director, Health & Human Services.
Yolanda Tirado, Ann Nordyke, Board Clerks.

Chair Carter inquires as to any State, Federal Legislation or General budgetary matters.

Supervisor Vann speaks briefly to various State and Federal Legislation and to upcoming Budget meetings. Discussion is held, with no action taken.

9:40 a.m. PUBLIC WORKS/RESOLUTION: It is moved by Supervisor Vann, seconded by Supervisor Evans to adopt **Resolution No. 13-030**, a Resolution of the Colusa County Board of Supervisors Certifying Approval and Authorizing Submission of a Grant Application for a Feasibility Study and Environmental Documentation for the Colusa Basin Drain Flood Management, Phase II, with the Yuba Feather Flood Protection Program under the Department of Water Resources and authorize the Chair to sign. Resolution passed and adopted by the following vote:

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

NOES: None.

ABSENT: None.

PUBLIC WORKS/BIDS: It is moved by Supervisor Vann, seconded by Supervisor Evans to approve Notice to Bidders, Special Provisions, Bid Book for Construction on County Roads Various Location Road Striping Contract No. 800000Striping and authorize the Chair to sign. Further, set August 29, 2013 at 10:00 a.m. to receive and open sealed bids and direct the Clerk to publish and post notice for same. Motion carried: All yes. Absent: None.

PUBLIC WORKS/BIDS: It is moved by Supervisor Evans, seconded by Supervisor Indrieri to approve Notice to Bidders, Special Provisions, Bid Book for Construction on County Roads Pavement Obliteration Various Locations Contract No. 800000-PO (portions of Leesville-Lodoga Road, Leesville Road and Bear Valley Road) and authorize the Chair to sign the Notice to Bidders. Further, set August 29, 2013 at 10:30 a.m. to receive and open sealed bids and direct the Clerk to publish and post notice for same. Motion carried: All yes. Absent: None.

PUBLIC WORKS/BIDS: It is moved by Supervisor Marshall, seconded by Supervisor Evans to approve Notice to Bidders, Special Provision, Bid Book for Construction on County Roads Pavement Hankins Road-Eastcamp to Zumwalt Roads and King Road-Tehama Colusa Canal to SR20 and authorize the Chair to sign the Notice to Bidders. Further, set August 29, 2013 at 10:30 a.m. to receive and open sealed bids and direct the Clerk to publish and post notice for same. Motion carried: All yes. Absent: None.

Present: Joe Damiano, Renee McCormick, Ag Department.
Steve Hackney, Director, Planning & Building.
Jeff Gilbert, Chief, Williams Fire Protection Authority.

C13-182 9:50 a.m. PLANNING AND BUILDING: It is moved by Supervisor Marshall, seconded by Supervisor Vann to approve an agreement between the County of Colusa Planning & Building and **Orihuela Landscape** for landscape services at the following locations: Arbuckle Library located at 610 King Street, Arbuckle, CA; Williams Library located at 901 E Street, Williams, CA; Princeton Library located at 232 Prince Street, Princeton, CA; and Plaza Building located at 220 12th Street, Colusa, CA, effective September 1, 2013 through August 31, 2014, in a total amount of \$9,840.00, with a fifteen (15) day written termination clause by either party and authorize the Chair to sign. Motion carried: All yes. Absent: None.

9:59 a.m. (9:55 a.m. item on Agenda) AG COMMISSION/MIGRANT HOUSING CENTER/BIDS: It is moved by Supervisor Indrieri, seconded by Supervisor Vann to approve Notice to Bidders for construction of the Lift Station and Force Main Improvements at the Williams Migrant Housing Center and direct the Chair to sign the Notice to Bidders. Further, set September 12, 2013 at 1:30 p.m., to receive and open sealed bids and direct the Clerk to publish and post Notice to Bidders. Motion carried: All yes. Absent: None.

10:06 a.m. (10:00 a.m. item on Agenda) Chair Carter makes time for appointments to the Williams Fire Protection Authority and states the Board is in receipt of an additional application from Mr. Samuel Reynolds.

Mr. Gilbert speaks briefly to the applicants who submitted applications noting it is hard to get people to volunteer and come to the meetings and are very appreciative to those individuals who do apply and participate. Discussion is held.

APPOINTMENTS/WILLIAMS FIRE PROTECTION AUTHORITY: It is moved by Supervisor Marshall, seconded by Supervisor Indrieri to appoint Timothy M. Ingraham and Samuel Reynolds to the Williams Fire Protection District to fill the vacancies created by Troy Thompson and Kelly Ornbaun. Motion carried: All yes. Absent: None.

APPOINTMENTS/IHSS ADVISORY COMMITTEE: It is moved by Supervisor Indrieri, seconded by Supervisor Marshall to re-appoint Minnie Lawrence to the In-Home Supportive Services Advisory Committee, effective August 16, 2013 through August 15, 2015. Motion carried: All yes. Absent: None.

AUDITOR: It is moved by Supervisor Vann, seconded by Supervisor Marshall to approve Claim Register Sheets for the period of July 30, 2013 through August 12, 2013. Motion carried by the following vote:

AYES: Supervisors Evans, Vann, Marshall and Carter.

NOES: None.

ABSENT: None.

ABSTAIN: Supervisor Indrieri.

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

<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
Behavioral Health	Michael Laffin	\$170.32
County Counsel	Remcho, Johansen & Purcell	\$11.62
Behavioral Health	Woodland Memorial Hospital	\$5,022.00
Behavioral Health	Dee-Dee Stout Consulting	\$3,500.00
Various	Messick Ace Hardware	\$803.65
Public Defender	Law Offices of John K. Hinely	\$472.50
Sheriff	Valley Clinical & Consulting	\$450.00
District Attorney	Tri-County Petroleum	\$529.82
Behavioral Health	Tri-County Petroleum	\$1,366.14
DHHS	Tri-County Petroleum	\$1,290.06
Co-Op Extension	Tri-County Petroleum	\$737.70
Road	Tri-County Petroleum	\$8,636.60
Ag Commissioner	Tri-County Petroleum	\$1,600.94
Various	Tri-County Petroleum	\$11,556.46
District Attorney	Office Depot	\$198.85
Probation	Office Depot	\$383.44

Ag Commissioner	Reading Oil	\$1,311.26
Auditor-Controller	Reading Oil	\$60.52
Various	Reading Oil	\$196.22

Motion carried: All yes. Absent: None.

The Board adjourns at 10:10 a.m. to reconvene in Regular Session on August 27, 2013 at the hour of 9:00 a.m.

Denise J. Carter, Chair

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

BY _____
Ann Nordyke, Deputy Board Clerk II