

Board of Supervisors

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County of Colusa

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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Agenda

October 7, 2014

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 AM

CALL TO ORDER

1. Opening Prayer - Pledge of Allegiance
2. Period of Public Comment
3. MINUTES APPROVAL
Minutes Approval
Board of Supervisors – Regular Meeting – September 23, 2014
Minutes Approval
Board of Supervisors – Special Meeting – September 30, 2014
4. Announcement of Closed Session

I. 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.

II. PERSONNEL

1. PERSONNEL/AG
Consider creating a new position of Water Resources Coordinator at PF Range 36, \$4,072.00 - \$5,199.00 per month, effective November 1, 2014, and authorize same.
2. PERSONNEL/PUBLIC WORKS
Consider reinstating the position of Public Works Superintendent, PFT, MGT Range 15, \$4,322.00 - \$5,519.00 per month, effective November 1, 2014, and approve same.

3. PERSONNEL/PUBLIC WORKS
Consider adding two (2) new positions of Road Maintenance Worker I/II, PFT, MSC Range 12/16, \$2,243.00 - \$2,865.00/\$2,474.00 – \$3,160.00 per month, effective November 1, 2014, and authorize same.
4. PERSONNEL/PUBLIC WORKS - 3010
Consider the following:
Deleting two positions: Public Works Supervisor, PFT, MGT Range 5, \$3,385.00 - \$4,322.00 per month, effective September 30, 2014, and

Public Works Supervisor, PFT, MGT Range 5, \$3,385.00 - \$4,322.00 per month, effective December 31, 2014; and

Adding: Public Works Supervisor, PFT, MSC Range 29, \$3,399.00 - \$4,322.00 per month, effective October 1, 2014.

Public Works Supervisor, PFT, MSC Range 29, \$3,399.00 - \$4,322.00 per month, effective January 1, 2015.
5. PERSONNEL/CAO
CAO-Personnel - 1040
Consider adding a position of Personnel Analyst, PFT, CNF Range 32, \$3,659.00 - \$4,672.00 per month, effective November 1, 2014.

III. COLUSA COUNTY OFFICE OF EDUCATION

1. ADMINISTRATION
Update by Superintendent of Schools Kay Spurgeon regarding the Williams Settlement site visits.

IV. PURCHASING AND PROCUREMENT

1. PURCHASING AND PROCUREMENT/IT
Consider accepting software bids for the county-wide computer upgrades/ standardization; and awarding bid to CDW-G, the lowest responsible bidder.
2. PURCHASING AND PROCUREMENT/HEALTH AND HUMAN SERVICES
A. Consider a finding that competitive bidding, pursuant to Section 17-4 of Chapter 17 of the Colusa County Code, for the purchase of a 2014 Ford F-150 for the Environmental Health Department is not in the best interest of the public and accept the following quotes:
- | | | |
|--|---|-------------|
| Geweke Ford - 2014 Pickup (immediate delivery) | - | \$30,055.00 |
| Wondries Auto Fleet - 2014 Pickup (immediate delivery) | - | \$31,706.20 |
| Hoblit Ford - 2015 Pickup (no 2014 available)
(includes 5% local vendor discount) | - | \$30,635.46 |

Wondries Auto Fleet - 2015 Pickup - \$34,037.88

- B. Consider awarding sale to the lowest responsible bidder, Geweke Ford, in the amount of \$30,055.00 and authorize Purchasing and Procurement to purchase said vehicle.

V. PUBLIC WORKS

1. PUBLIC WORKS/ROAD DEPARTMENT

Consider approving Introduction and first reading by title only, of a proposed Ordinance of the Board of Supervisors of the County of Colusa Amending Ordinance Number 686, granting a County-wide gas pipeline franchise to Vintage Petroleum, Inc., to increase the allowable gas pipe diameter for use, from 4 inches to 8 inches; Further, set November 4, 2014 for public hearing and adoption and direct the Clerk to publish and post.

9:30 AM

PUBLIC HEARINGS

COUNTY COUNSEL

- A. **Public Hearing** to consider a proposed ordinance of the Colusa County Board of Supervisors amending subsection 45.5.6.3.19 of section 45.5 of Chapter 45 of the Colusa County Code ("Nepotism Ordinance"), providing an exception to existing employees whose family members are elected to office, adding provisions to mitigate potential nepotism and expanding the definition of family to include domestic partners.
- B. Consider second reading, by title only, and adoption of a proposed ordinance of the Colusa County Board of Supervisors amending subsection 45.5.6.3.19 of section 45.5 of Chapter 45 of the Colusa County Code ("Nepotism Ordinance"), providing an exception to existing employees whose family members are elected to office, adding provisions to mitigate potential nepotism and expanding the definition of family to include domestic partners, authorize the Chair to sign the Ordinance and direct the Clerk to publish.
- C. **Public Hearing** to consider adoption of a proposed Ordinance of the Colusa County Board of Supervisors Amending Chapter 17 of the Colusa County Code, Regarding the County's Purchasing System.
- D. Consider second reading, by title only, and adoption of a proposed Ordinance of the Colusa County Board of Supervisors Amending Chapter 17 of the Colusa County Code, Regarding the County's Purchasing System, authorize the Chair to sign and direct the Clerk to publish.

RECESS**CONSENT AGENDA 1-20**

1. AUDITOR
Approve 2013-14 Appropriations Intra-Budget Adjustments: 14117.
2. PLANNING & BUILDING
Approve a contract between the County of Colusa Planning and Building Department and **Big T's Trees** for removal of three (3) trees located at 85 E. Webster Street, effective October 7, 2014 through November 1, 2014, in an amount not to exceed \$1,400.00, with a fifteen (15) day written termination clause by either party and authorize the Chair to sign.
3. BEHAVIORAL HEALTH
Approve contract between the Colusa County Behavioral Health Services and **Tracy Woo** for consulting services, effective October 1, 2014 through February 1, 2015, in an amount not to exceed \$20,000.00, with a thirty (30) day written termination clause by either party and authorize the Board Chair to sign.
4. PURCHASING AND PROCUREMENT
Declare a sheriff's office vehicle as surplus county property with a value of less than five hundred dollars (\$500.00) and authorize Purchasing and Procurement to dispose of the vehicle using Metro Towing.
5. PURCHASING AND PROCUREMENT
Declare Public Works Inventory List as Surplus, authorize Central Services to auction using public surplus website to sell and Approve Public Works writing off the value of the inventory from their accounting records in the amount of \$38,125.24.
6. PUBLIC WORKS/ROAD DEPARTMENT
Approve Notice to Bidders, Special Provisions, and Proposal for a Job Order Contract to Provide Electrical Services on an As-Needed Basis, set October 22, 2014 at 10:00 a.m. to receive and open sealed bids, and direct the Clerk to publish and post notice.
7. PURCHASING AND PROCUREMENT
Approve request for proposal package to perform evaluation and update of onsite wastewater system practices and policies for the development of local agency management plan for the Environmental Health Division, and authorize the Chair to sign the Notice to Bidders. Further, set November 3, 2014 at 5:00 p.m. to receive and open sealed bids/proposals and direct the Clerk to publish and post Notice to Bidders.

8. HEALTH AND HUMAN SERVICES
Ratify grant agreement number EA25-14-0028 between Colusa County Health and Human Services/Environmental Health and **CalRecycle** for the 2014/15 Local Enforcement Agency (LEA) grant program for permitting, inspection and enforcement of regulations for operation of county solid waste facilities, effective July 1, 2014 through October 28, 2015, in the amount of \$16,268 and signed by the Director of Health and Human Services.
9. HEALTH AND HUMAN SERVICES
Accept the grant between the County of Colusa and the Governor's Office of Emergency Services (Cal OES) in the amount of \$20,000 with a \$5,000 matching funds requirement, for a total \$25,000 project, effective October 15, 2014 through September 15, 2015 for the purpose of updating the county's Hazardous Materials Area Plan (HMAP) under the Hazardous Materials Emergency Preparedness (HMEP) grant program and authorize the Director of the Department of Health and Human Services to sign all related documents.
10. HEALTH AND HUMAN SERVICES
Approve the contract between Colusa County, through its Department of Health and Human Services (DHHS), Environmental Health Division, and **Boykin Consulting Services** for completion and updating of the Hazardous Materials Area Plan (HMAP), effective October 15, 2014 through September 30, 2015, in an amount not to exceed \$19,840.00, with a fifteen (15) day written termination clause by either party and authorize the Chair to sign.
11. LIBRARY
Approve a one-year renewal of the Baker and Taylor Book Leasing between the County of Colusa Library and **Baker and Taylor** to provide the Library with 240 leased book units annually, effective October 1, 2014, in the amount of \$4,635.62 and authorize the Chair to sign.
12. CHILD SUPPORT
Approve the 2014-15 Plan of Cooperation ("POC) between the State Department of Child Support Services ("DCSS") and **Colusa County through its Department of Child Support Services**, effective October 1, 2014 through September 30, 2015, with terms and conditions as set forth in the POC and authorize the Child Support Services Director to sign.
13. AG COMMISSIONER
Approve annual contract #14-0409-SF between Colusa County and California Department of Food and Agriculture for the Phytophthora

ramorum-Regulatory (SOD), effective July 1, 2014 through June 30, 2015, in the amount of \$1475.25, and authorize Board Chair to sign all documents pertaining to contract.

14. PROBATION

Approve out of state travel for Juan Gil to attend Council Facilitator Training in Las Vegas, Nevada October 23-24, 2014.

15. SHERIFF

Approve purchase of a two gated utility trailer, in the amount of \$1,838.75, to be funded from the FY 2008-09 Rural & Small Counties Assistance Funding source (RLE).

16. ADMINISTRATION

Re-appoint Zoe Brandenberger to the Stonyford Indian Valley Cemetery District, effective October 9, 2014 through October 8, 2018. **(Applications received: Zoe Brandenberger)**

17. ADMINISTRATION

Approve Colusa County Membership Dues to NACo for January 1, 2015 through December 31, 2015.

18. ADMINISTRATION

Ratify Letter of Support to Mr. Roger Niello, President & CEO Sacramento Metro Chamber regarding the Capital Regional Small Business Development Center and signed by the Chair.

19. PURCHASING AND PROCUREMENT

Approve extending the deadline to obtain informal bid submissions for lawn service at various County sites to October 10, 2014 at 3:00 pm.

20. PERSONNEL/PROBATION

Probation - 2035

Delete: Deputy Probation Officer I/II, PFT, DSA Range 31/35, \$3,352.00 - \$4,280.00/\$3,696.00 - \$4,719.00 per month, effective June 30, 2014.

Probation -AB-109 - 02528

Add: Deputy Probation Officer I/II, PFT, DSA Range 31/35, \$3,352.00 - \$4,280.00/\$3,696.00 - \$4,719.00 per month, effective July 1, 2014.

END OF CONSENT AGENDA

- VII.** ADMINISTRATION
1. ADMINISTRATION
 Consider selection of CSAC Board of Directors member for 2014-15.
2. ADMINISTRATION
 Consider adopting A Resolution Of The Colusa County Board of Supervisors, State of California, Urging The Governor To Take An Active Role At The Federal Level To Require The Federal Government To Properly Manage Federal Lands In Order To Mitigate The Potential For Threatened Wildfires In California and authorize the Chair to sign.
- VIII.** SUPERVISORS' REPORTS OR COMMENTS
- IX.** STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS
- X.** CLAIMS
1. AUDITOR
 Consider approving Claims Register Sheets from the period September 23, 2014 through October 6, 2014 (Regulars).
2. AUDITOR
 Consider approving Special Claims.
- XI.** CLOSED SESSION
1. COUNTY COUNSEL
 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 Government Code Section 54956.9(a), Rominger v. Colusa County, et al. In the California Third District Court of Appeals, Case No. C073815.
- XII.** **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.