

Board of Supervisors

Kim Dolbow Vann District I,
Chair
John D. Loudon, District II
Mark D. Marshall, District III,
Vice-chair
Gary J. Evans, District IV
Denise J. Carter, District V,



County of Colusa

Robert J. Muszar, Interim Clerk to
the Board of Supervisors/Risk/Safety
Manager
Yolanda Tirado, Chief Deputy Clerk
to the Board
Ann Nordyke, Deputy Clerk to the
Board II
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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Minutes

October 21, 2014

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 21st day of October 2014 at the hour of 9:00 a.m.. Present: Supervisors Kim Dolbow Vann, Chair, Mark D. Marshall, Gary J. Evans, Denise J. Carter and John D. Loudon. Absent: None.

Chair Vann calls to order the Regular meeting of October 21, 2014 at 9:00 a.m., with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Bob Muszar, Interim CAO/Clerk to the Board/Risk/Safety
Manager.
Mary Winters, Rob Moriconi, Colusa citizens.
Peggy Scroggins, Auditor-Controller.
Ed Hulbert, Colusa Industrial Properties.
Cindy Lovelace, Director, Personnel.
Kaline Moore, Purchasing.
Scott Lanphier, Mike Azevedo, Public Works.
John Contreras, Director, Child Support Services.
Yolanda Tirado, Ann Nordyke, Board Clerks.

Opening Prayer - Pledge of Allegiance

MINUTES APPROVAL

Minutes Approval

Board of Supervisors – Regular Meeting – October 7, 2014

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Mark D. Marshall, District III
AYES:	Loudon, Evans, Carter, Marshall, Vann

Chair Vann makes time for a period of Public Comment. Hearing none, Chair Vann closes the period of Public Comment.

ANNOUNCEMENT OF CLOSED SESSION

1. COUNTY COUNSEL
CONFERENCE WITH LABOR NEGOTIATOR - California Government Code Section 54957.6.
Agency Negotiator Bob Muszar, Employee Organization:
All represented bargaining units except IHSS
2. COUNTY COUNSEL
CONFERENCE WITH REAL PROPERTY NEGOTIATOR - California Government Code section 54956.8 Property: Approximately 4.3 acres consisting of 2 parcels (A.P.N. 017-130-063 and 017-130-046).
Negotiator: Sheriff Scott Marshall
Property Owner: Colusa Industrial Properties
Under negotiation: Potential purchase and related terms.

I. STAFF REPORTS

Mr. Azevedo states the Colusa County 2014 Household Hazardous & Universal Waste Collection event will be held Saturday, November 8, 2014 from 9:00 a.m. -2:00 p.m. at the Colusa County Road Department located at 5714 E Street, Williams, CA.

Mr. Hackney updates the Board members on items as they pertain to his Department.

II. PERSONNEL

1. PERSONNEL/DPW - 3010
Consider creating the new position of County Land Surveyor/Associate Engineer, PFT, PF Range 43, \$4,836.00 - \$6,173.00 per month, effective November 1, 2014.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Loudon, Evans, Carter, Marshall, Vann

III. PUBLIC WORKSC14-211 1. PUBLIC WORKS/ROAD DEPARTMENT

Consider approving Tenth Modification of C05-112 between the County of Colusa and **Recology Butte Colusa Counties, Inc.**, effective October 1, 2014, modifying Section 5 of the agreement to increase contractor compensation, in the form of rates charged to subscribers, by 6.89%, from the rate established in 2013, with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Mark D. Marshall, District III
AYES:	Loudon, Evans, Carter, Marshall, Vann

IV. PURCHASING AND PROCUREMENT

Chair Vann makes time to consider accepting bids for Job Order contract for Tree Service for the Department of Public Works from Richard's Tree Services and West

Coast Arborists.

Supervisor Evans questions if other County Departments will be able to utilize the Tree Services or if the contract is for Public Works specifically.

Discussion is held regarding whether the Board can accept the bids and continue the award of the contracts to the November 4, 2014 Board meeting to modify the contracts to encompass all County Departments.

Following discussion, direction is given to Mr. Muszar, Interim CAO to work with County Counsel and the Public Works Department to modify the contracts for Tree Service to allow all County Departments to utilize the services.

1. PUBLIC WORKS/ROAD DEPARTMENT

Accept bids for Job Order Contract for Tree service from the following:

Richard's Tree Service and
West Coast Arborists

RESULT:	APPROVED [4 TO 1]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	John D Loudon, Gary J. Evans, Denise J. Carter, Mark D. Marshall
NAYS:	Kim Dolbow Vann

C14-212 2. PUBLIC WORKS/ROAD DEPARTMENT

Consider awarding and approving Job Order Contract for Tree service between the County of Colusa (DPW) and **Richard's Tree Service**, effective October 21, 2014 through October 31, 2015, with terms and conditions as set forth in the contract and authorize the Chair to sign.

RESULT:	APPROVED [4 TO 1]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	John D Loudon, Gary J. Evans, Denise J. Carter, Mark D. Marshall
NAYS:	Kim Dolbow Vann

C14-213 3. PUBLIC WORKS/ROAD DEPARTMENT

Consider awarding and approving Job Order Contract for Tree service between the County of Colusa (DPW) and **West Coast Arborists**, effective October 21, 2014 through October 31, 2015, with terms and conditions as set forth in the contract and authorize the Chair to sign.

RESULT:	APPROVED [4 TO 1]
MOVER:	Gary J. Evans, District IV
SECONDER:	Mark D. Marshall, District III
AYES:	John D Loudon, Gary J. Evans, Denise J. Carter, Mark D. Marshall
NAYS:	Kim Dolbow Vann

V. COUNTY COUNSEL1. COUNTY COUNSEL

Consider adopting **Resolution No. 14-034** a Resolution Of The Colusa County Board Of Supervisors And The Colusa City Council Agreeing To The Exchange Of Tax Revenues Following The Proposed Annexation To The City Of Colusa Of Certain Territory Commonly Known As Colusa Industrial Properties and authorize the Chair to sign.

RESULT:	ADOPTED [4 TO 1]
MOVER:	Denise J. Carter, District V
SECONDER:	John D Loudon, Board Member
AYES:	John D Loudon, Gary J. Evans, Denise J. Carter, Kim Dolbow Vann
NAYS:	Mark D. Marshall

2. COUNTY COUNSEL

Consider adopting **Resolution No. 14-035** a Resolution Of The Colusa County Board Of Supervisors Adopting And Ratifying the Amended Colusa County Section 125 Cafeteria Plan And Delegating Authority To Administer the Plan To The Colusa County Auditor Controller, effective January 1, 2014 and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Loudon, Evans, Carter, Marshall, Vann

VI. COUNTY ADMINISTRATIVE OFFICE1. COUNTY ADMINISTRATIVE OFFICE

Consider adopting **Resolution No. 14-036** a Resolution Of The Colusa County Board Of Supervisors Designating The County Administrative Officer As The County Purchasing Agent Pursuant To California Government Code Sections 25500-25509 And Colusa County Code Chapter 17 Section 17-2 and authorize the Chair to sign.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	Gary J. Evans, District IV
AYES:	Loudon, Evans, Carter, Marshall, Vann

2. COUNTY ADMINISTRATIVE OFFICE

Consider modifying Board of Supervisors Policy and Procedures Manual by deleting Policy 401 - Vehicle Purchases; Policy 402 - Bidding Procedures for Public Projects; Policy 403 - Central Services Purchasing Policy; and Policy 601 - Purchase of Fixed Assets and adopting a Comprehensive Purchasing and Procurement Policy designated as **Policy 401 - Purchasing and Procurement Policy**, effective November 6, 2014.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	Mark D. Marshall, District III
AYES:	Loudon, Evans, Carter, Marshall, Vann

Chair Vann makes time to consider Consent Agenda items 1 through 14.

Chair Vann states Consent Agenda Item No. 7, as follows, will be pulled from the Consent Agenda due to calculation errors found by Supervisor Loudon and placed on the November 4, 2014 Agenda for consideration.

7. TREASURER
Accept Treasurer's Monthly Investment Report for September 2014.

CONSENT AGENDA

Approve Consent Agenda Item Numbers 1 through 6 and 8 through 14.

1. AUDITOR
Authorize the County Auditor-Controller to pay claims as she deems necessary for the time period between November 4, through December 9, 2014.
2. CCMC
Designate December 26, 2014 as the 2014 Floating Holiday for the Colusa County Management Coalition (CCMC).
3. ADMINISTRATION
Accept the resignation of John D. Loudon from the Colusa County Planning Commission, effective October 6, 2014.
4. PUBLIC WORKS/ROAD DEPARTMENT
Authorize the Director of Public Works to issue Encroachment Permit 4067 for the Arbuckle Revitalization Committee annual car show on October 26, 2014.

- C14-214** 5. PLANNING & BUILDING
Ratify a contract between the County and **Climate Control** for the replacement of the Heating, Ventilation and Air-Conditioning ("HVAC") system, and an extended 5 year warranty, for the Criminal Justice Facility, effective through February 27, 2015, for a total cost of \$84,825.70, and signed by the Director of Planning and Building.

- C14-215** 6. PUBLIC WORKS/ROAD DEPARTMENT
Ratify Funding Agreement No. PDE-14027 between The County of Colusa and the **California State Water Resources Control Board** Project Number PDE-0600012-001 for a Drought Emergency Grant for Colusa County Service Area 1 Century Ranch, effective September 10, 2014, with terms and conditions as set forth in the Agreement and signed by the Assistant Director of Public Works.

- C14-216** 8. HEALTH AND HUMAN SERVICES
Approve contract between Colusa County, through its Department of Health and Human Services (DHHS), and **NPH Medical Services, dba Nurses and Professional Healthcare**, for the provision of skilled nursing professionals to be utilized on a temporary as-needed basis, effective October 1, 2014 through September 30, 2015, in an amount not to exceed \$8,000, and authorize the Board Chair to sign.

- C14-217** 9. HEALTH AND HUMAN SERVICES
Approve Rental Agreement between the Colusa County Health and Human Services and the **44th District Agricultural Association** for facility usage and janitorial

services on October 30, 2014 to operate the drive-through flu immunization clinic at the Colusa County Fairgrounds, effective through October 30, 2014, with terms and conditions as set forth in the Agreement and authorize the Chair to sign.

10. HEALTH AND HUMAN SERVICES

Approve out-of-state travel request for the Public Guardian and in doing so fulfill the mandate of the Colusa County Superior Court order to transport the conservatee.

C14-218 11. AG COMMISSIONER

Ratify Memorandum of Understanding (MOU) between Colusa County and **California Agricultural Commissioners and Sealers Association (CACASA)** for 14/15 Pesticide Use Reporting, effective July 1, 2014 through June 30, 2015, in the amount of \$6,798.00 and authorize the Board Chair to sign.

12. PLANNING & BUILDING

Adopt **Resolution No. 14-037** a Resolution of the Colusa County Board of Supervisors Authorizing the Recordation of Parcel Map Number 13-7-1, Andrew F. Detlefsen & Ann Detlefsen, authorize the Chair to sign and direct the Clerk to record same.

C14-219 13. CHILD SUPPORT

Approve the First Modification of the Plan of Cooperation between the Colusa County Child Support Department and the **Colusa County Superior Court**, effective October 21, 2014 through October 21, 2015, with terms and conditions as set forth in the First Modification and authorize the Chair to sign.

14. PURCHASING AND PROCUREMENT

Approve the purchase of the county-wide envelope order and authorize the Purchasing Coordinator to purchase same from Tri-City Technologies, in the amount of \$2,850.59.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
AYES:	Loudon, Evans, Carter, Marshall, Vann

VIII. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Carter

Meetings/functions attended:

One-Stop meeting.

Mid/Upper Sac River Regional Flood Planning.

Steelhead Lodge Boat Ramp /Ribbon Cutting.

First Five Board meeting.

Met with City of Colusa regarding downtown parking.

Supervisor Vann

Meetings/functions attended:

Forest Service meeting with Solano County on Fouts.

Marketing Plan update with Department of Public Works.

NCCC & WIB Governing Body Board meeting.

Arbuckle Depot meeting.

Agenda Review.

Site Tour of Adams Company.
CSAC Executive Committee meetings.

IX. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

Chair Vann state she is in receipt of a letter dated September 19, 2014 from Cal OES, Governor's Office of Emergency Services declaring Colusa County a disaster area. She states this declaration is a result of a September 17, 2014, U.S. Department of Agriculture disaster designation due to agricultural losses caused by Drought that occurred January 1, 2014 and continuing. Brief discussion is held, with no action taken.

X. CLAIMS

1. AUDITOR

Consider approving Claims Register Sheets from the period October 8, 2014 through October 21, 2014.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	Gary J. Evans, District IV
AYES:	Loudon, Evans, Carter, Marshall, Vann

2. AUDITOR

Consider approving Special Claims.

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
564255	DHHS	Eagle Security	\$229.74
564256	Road	Avila & Associates	\$21,161.02
564257	Road	Sycamore Environmental	\$3,387.19
564258	Airport	Preferred Carpet Cleaning	\$275.00
564259	Planning & Building-Housing Element	De Novo Planning	\$10,425.00
564260	Build & Grounds/Criminal Just.	Charlie's Electric	\$1,469.84
564261	Build & Grounds/Criminal Just.	WV Alton	\$18,148.11
564262	Public Defender	Law Offices of John K. Hinely	\$675.00
564263	Public Defender	Valley Toxicology Service	\$100.00
564264	Public Defender	Mehr Law Office	\$202.50
564265	County Counsel	Remcho, Johansen & Purcell	\$42.47
564266	Personnel	John Alan Foster PhD	\$300.00
564267	DHHS	Tri County Petroleum	\$924.13
564268	Risk Mgmt	Tri County Petroleum	\$58.86

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Loudon, Evans, Carter, Marshall, Vann

XI. ADMINISTRATION**1. ADMINISTRATION**

Chair Vann makes time to consider assignment of the 2014 Committees, Commission, Board, & District; Department Liaison Assignments and Ah-hoc Committees to Supervisor John D. Loudon.

Discussion is held, with the consensus of the Board members being that, Supervisor Loudon will take on the Ad-hoc Committees and Department Liaison Assignments of former Supervisor Indrieri as follows:

Liaison Assignment

Behavioral Health,
Child Support
Library

Committee/Sub-Committee Assignments

Employee MOU Negotiating Sub-Committee
Zoning Code Sub-Committee
City's Oversight Board-City of Colusa

Chair Vann declares a recess at 9:31 a.m. to convene in Closed Session and reconvenes at 10:11 a.m. in Regular Session with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Bob Muszar, Interim CAO/Clerk to the Board, Risk/Safety
Manager.
Yolanda Tirado, Ann Nordyke, Board Clerks.

XII. CLOSED SESSION

Chair Vann makes time for announcement of Closed Session matters considered.

Mr. Kropf announces Closed Session as follows:

1. COUNTY COUNSEL**CONFERENCE WITH LABOR NEGOTIATOR**

California Government Code Section 54957.6 Agency Negotiator Bob Muszar
Employee Organization: All represented bargaining units except IHSS. He states there was no reportable action.

2. COUNTY COUNSEL**CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

California Government Code section 54956.8, Property: Approximately 4.3 acres consisting of 2 parcels (A.P.N. 017-130-063 and 017-130-046).

Negotiator: Sheriff Scott Marshall

Property Owner: Colusa Industrial Properties

Under negotiation: Potential purchase and related terms.

He states instructions were provided to authorize the Negotiator to make an offer on the proposed purchase property.

Chair Vann adjourns the meeting at 10:13 a.m. to reconvene in Regular Session on November 4, 2014 at the hour of 9:00 a.m.

Kim Dolbow Vann, Chair

Attest: Robert J. Muszar,
Interim Clerk to the Board of Supervisors

BY _____
Ann Nordyke, Deputy Clerk