

Board of Supervisors

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



County of Colusa

Robert J. Muszar, Interim Clerk to
the Board of Supervisors/Risk/Safety
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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

April 7, 2015

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 7th day of April 2015 at the hour of 9:00 a.m.. Present: Mark D. Marshall, Chair, Gary J. Evans, Denise J. Carter, and John D. Loudon: Absent: Kim Dolbow Vann.

Chairman Marshall calls to order the April 7, 2015 Regular Session at 9:00 a.m., with all Supervisors present, except Supervisor Vann.

Present: Matt Bently, Deputy County Counsel.
Bob Muszar, CAO/Clerk to the Board/Safety/Risk
Management.
Elizabeth Kelly, Director, Health & Human Services.
Peggy Scroggins, Auditor-Controller.
Cindy Lovelace, Director, Human Resources Department.
Scott Lanphier, Michael Azevedo, Public Works.
Kaline Moore, Purchasing & Procurement.
Mary Winters, Colusa citizen.
Ben Felt, Ron Simmons, Williams Community Center.
Robert Aeron, Grimes citizen.
Joe Damiano, Renee McCormick, Ag Department.
Joe Garofalo, Neil Pearson, Sheriffs' Department.
Yolanda Tirado, Ann Nordyke, Board Clerks

Opening Prayer - Pledge of Allegiance.

MINUTES APPROVAL

1. Minutes Approval
Board of Supervisors – Regular Meeting – March 24, 2015

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

PERIOD OF PUBLIC COMMENT

Mr. Simmons states he would like to thank the Veterans in Williams for allowing the Veterans building to be converted into the Williams Community Center. He further thanks the Board members for all their help.

Mr. Arens states he lives in the Grimes area and when coming to Colusa he noticed orchards growing weeds and being watered. He states with the water situation the way it is something should be done about watering weeds.

Chairman Marshall suggests contacting Supervisor Loudon to discuss the issue.

ANNOUNCEMENT OF CLOSED SESSION

Mr. Bently announces the Board will meet at 1:15 p.m. later this day under Government Code Section 54957(b) (1) to conduct interviews for the position of County Librarian.

I. STAFF REPORTS

Mr. Muszar updates the Board members regarding the County Seal and the words "In God We Trust" to be displayed in the Boards' Chamber. Discussion is held, with no action taken.

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

Ms. Lovelace announces the following individuals received Kudo cards in the month of March 2015.

Tomika Arce	Behavioral Health Services
Jeannie Scroggins	Behavioral Health Services
Rita Glascock	Clerk-Recorder's Office
Benet Guidera	Health & Human Services
Eb Mendenhall	Health & Human Services
Lorri McKey	Health & Human Services
Kham Phrommavongxay	Health & Human Services
Edith Stafford	Human Resources
Justin Hammons	Information Technology
Dusty Whiting	Planning & Building - Maintenance
Lela Martinez	Public Works Department
Robert Norman	Public Works Department
Jayne Britt	Public Works Department

She further states the winner for the month of March is Ed Mendenhall. She states Mr. Mendenhall will receive a \$25 gift card to a Colusa County vendor.

II. HUMAN RESOURCES

1. **SHERIFF**

Consider approving a Step 5 appointment for James Saso, Assistant Sheriff, PFT, MGT Range 56, Step 5, \$8,496.00 per month effective April 12, 2015. **Requires 4/5th vote.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

2. **HEALTH & HUMAN SERVICES - 5011**

Consider adding an additional position of Social Worker Supervisor I, PFT, PF Range 31, \$3,606.00 - \$4,605.00 per month, effective May 1, 2015 to the Department of Health and Human Services - allocated positions for budget unit 5011.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John D. Loudon, District II
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

3. **SAFETY OFFICER**

Presentation of Loss Prevention and Safety activities.

Mr. Manouse states he would like to remind everyone that April is distracted drivers month. He further speaks to the following:

- Coaching,
- Training, (ethics, loss prevention, leadership, and new hire)
- Encouraging supervisors to be visible within their departments,
- Heat training,
- Ergonomics checks,
- Panic button maintenance,
- Emergency action plan, and
- Annual Fire Extinguisher maintenance.

Brief discussion is held, with no action taken.

III. PURCHASING AND PROCUREMENT

1. **HEALTH & HUMAN SERVICES**

Consider approving the purchase of custom desk for the foyer area of the Department of Health & Human Services building from Affordable Office Furniture and Supplies in an amount not to exceed \$1,871.65 and authorize the Purchasing Agent to purchase same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	John D. Loudon, District II
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

2. **AG COMMISSION/WILLIAMS MIGRANT CENTER**

Consider approving the purchase of chairs from School Specialty, in an amount not to exceed \$16,125.00, for the Williams Migrant Center and authorize the Purchasing Coordinator to purchase same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	Gary J. Evans, District IV
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

3. **SHERIFF**

Consider approving the purchase of a vehicle for the Sheriff's Office from Hoblit Motors, in the amount of \$27,850.50 and authorize the Purchasing Agent to purchase same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

9:30 AM PUBLIC HEARING

PUBLIC WORKS

Public Hearing to discuss the submittal of an application in response to the 2015 State Community Development Block Grant (CDBG) Notice of Funding Availability (NOFA) to apply for grant funding from the Economic Development, Public Infrastructure Improvements, Planning and Technical Assistance allocation of the State Community Development Block Grant (CDBG) program.

Mr. Azevedo states the Community Development Block Grant (CDBG) Committee recommended pursuing a Notice of Funding Availability (NOFA) application for the 2015 cycle. He states in order to move forward with the recommendation of the Committee the governing body (Board of Supervisors) must hold two public hearings to solicit public input, with this being the second of the two required hearings.

9:30 a.m. Chairman Marshall opens the Public Hearing and calls for public comment. Hearing none, Chairman Marshall closes the Public Hearing.

Mr. Lucas states on the contents of the application the County has \$220,000 for Micro-enterprise, \$280,000 for Business Financial Assistance Programs, and 1,900,000 for public improvements of curbs, gutters and sidewalks in Princeton, Maxwell, and Arbuckle and \$100,000 for a feasibility study for the Colusa County Grown Project.

ADMINISTRATION

Consider adopting **Resolution No. 15-013**, a Resolution Approving an Application for Funding and The Execution of a Grant Agreement and any Amendments Thereto From The Economic Development, Public Infrastructure Improvements & Planning And Technical Assistance Allocation Of The State CDBG Program and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

IV. AUDITOR

1. Consider approving 2014-15 Revenue and Appropriations Inter-Budget Adjustments #046-061 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
SHERIFF	00101	2021	467510	\$4,446.35
SHERIFF	00101	2021	51012	\$3,571.22
SHERIFF	00101	2021	51022	\$273.19
SHERIFF	00101	2021	53220	\$601.94
DRUG ENFRC	00101	2022	51012	\$3,362.49
DRUG ENFRC	00101	2022	51022	\$257.23
DRUG ENFRC	00101	2022	479355	\$9,728.75
DRUG ENFRC	00101	2022	57164	\$9,728.75
BOATING	00101	2024	454608	\$11,969.96
BOATING	00101	2024	53120	\$3,710.00
BOATING	00101	2024	53220	\$153.23
BOATING	00101	2024	53230	\$497.16
BOATING	00101	2024	57064	\$7,609.57
ROAD	00110	3010	479285	\$900.00
ROAD	00110	3010	479360	\$1,177.00
ROAD	00110	3010	467700	\$19,120.08
ROAD	00110	3010	53180	\$961.47
ROAD	00110	3010	53230	\$18,158.61
ROAD	00110	3010	59390	(\$14,256.00)
ROAD	00110	3010	53230	\$14,256.00
ROAD	00110	3010	454165	\$22,657.89
ROAD	00110	3010	53230	\$22,657.89
ROAD	00110	3010	455500	(\$44,240.60)
ROAD	00110	3010	53230	(\$44,240.60)
LIBRARY	00101	6021	479310	\$1,618.00
LIBRARY	00101	6021	53230	\$1,618.00
LIBRARY	00101	6021	479910	\$1,250.00
LIBRARY	00101	6021	53230	\$1,250.00
LIBRARY	00101	6021	479910	\$2,550.98
LIBRARY	00101	6021	53230	\$2,550.98
LIBRARY	00101	6021	479910	\$5,418.63
LIBRARY	00101	6021	53230	\$5,418.63
LIBRARY	00101	6021	479910	\$231.50
LIBRARY	00101	6021	53250	\$231.50
LIBRARY	00101	6021	479910	\$410.72
LIBRARY	00101	6021	53230	\$410.72
COMMUNICATIONS	00101	2020	57140	(\$30,449.29)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	John D. Loudon, District II
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

2. AUDITOR
Consider approving Intra Budget Adjustments Nos: 15059 through 15069.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

3. AUDITOR
Presentation and discussion of Revenue and Expenditures Status Reports for the County operating funds for the month ended February 28, 2015.

Ms. Scroggins states Revenue is at 50% and Expenditures are at 51%. She further expresses concern regarding Advertising, Fairs & Exhibits, and Realignment-Social Services. Discussion is held, with no action taken.

V. APPOINTMENTS

1. **Colusa County Groundwater Management Commission**
Consider appointment of Matt LaGrande to the Colusa County Groundwater Management Commission, effective April 7, 2015 through April 6, 2019. **(Applications received Mark Morris, Robert Moriconi and Matt LaGrande) Continued from March 24, 2015.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

2. **Cypress Hill Cemetery District**
Consider appointment of Kirk Kirchgatter to the Cypress Hill Cemetery District, effective April 7, 2015 through April 6, 2019. **(Applications received: Conella B. Edgerly, Sr., and Kirk Kirchgatter) Continued from March 24, 2015.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

CONSENT AGENDA

Approve Consent Agenda Items 1 through 11 as follows:

1. **PURCHASING AND PROCUREMENT/HEALTH & HUMAN SERVICES**

C15-029 Approve First Modification to C12-193 between the County of Colusa and **Office of Education (CCOE)**, Children's Services Division for Stage 1 Child Care services, increasing the contract amount by \$60,000 for a total amount not to exceed \$155,404, and placing additional responsibilities on CCOE pertaining to required meetings; providing enough invoice detail to allow DHHS to reconcile monthly costs; projecting future costs; and ensuring participants' eligibility to Stage 1 services, effective January 1, 2015 through June 30, 2015, and authorize the DHHS Director, Elizabeth Kelly to sign.

2. **HEALTH AND HUMAN SERVICES**

Approve Out-of-State travel for the Department of Health and Human Services' (DHHS) Program Manager for Child Welfare Services (CWS), Donna Dennis, and CWS Supervisor, Danielle Padilla, to attend the annual meeting and training conference of the Association of Administrators of the Interstate Compact on the Placement of Children (AAICPC) in Reno, Nevada from April 24th through April 28th, 2015.

3. **BEHAVIORAL HEALTH**

C15-030 Approve Memorandum of Understanding between the County of Colusa and **California Health and Wellness Plan** for Coordination of Services, effective January 1, 2015 through December 31, 2015, with a sixty (60) day written termination clause by either party and authorize the Director of Behavioral Health, Terence M. Rooney, to sign.

4. **PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH**

C15-031 Approve First Modification to contract C14-205 between the County of Colusa and **Tracy Woo**, modifying the following:

- Services to be performed to include the preparation of post-audit responses,
- Termination date from February 1, 2015 to June 30, 2015 and
- Modify compensation from \$20,000 to \$25,000

with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.

5. **SHERIFF**

Adopt **Resolution No. 15-014**, a Resolution of The Colusa County Board of Supervisors Authorizing the Colusa County Sheriff, On Behalf Of Colusa County, To Execute The California State Parks Boating and Waterways Safety and Enforcement Financial Aid Program Agreement, Sign Reimbursement Claims On Behalf Of Colusa County, and Authorizing the Colusa County Auditor to Certify the Amount of The Prior Year's Vessel Taxes and authorize the Chair to sign the Resolution.

C15-032 Further, approve an Agreement between the County of Colusa and **California Department of Parks and Recreation, Division of Boating and Waterways**, for the purpose of performing boating safety and enforcement activities, effective July 1, 2015 through June 30, 2016, in an amount not to exceed \$107,210.00, with a sixty (60) days written termination clause by either party and authorize the Sheriff to sign.

6. AG COMMISSIONER

C15-033 Approve annual contract #15-73-06-0250-RA-SF between County of Colusa and **United States Department of Agriculture, Animal and Plant Health Inspection Service-Wildlife Services (APHIS-WS)**, to assist residents, property owners, businesses and governmental agencies in resolving wildlife damage problems and to conduct control activities in accordance with Federal, State and Local laws and regulations, effective July 1, 2015 through June 30, 2016, in the amount of \$65,864.08, and authorize the Chair to sign.

7. SHERIFF

C15-034 Approve and ratify the modification for Law Enforcement contract 11-LE-11051360-208 (C10-262) between the County of Colusa and the **USDA Forest Service Mendocino National Forest**, effective October 1, 2014 through September 30, 2015, with terms and conditions as set forth in Modifications 10, 11 and 12, authorize the Sheriff to sign Modification 12 and the Chair to sign Exhibit A and Exhibit B.

8. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH SERVICES

Approve the plans, specifications and working details of the Request for Bids for an access control system at the Behavioral Health Building and authorize the Chairman to sign the Notice to Bidders. Further, set April 23, 2015 at 3:00 p.m. to receive and open sealed bids and direct the Clerk to publish and post Notice for same.

9. PURCHASING AND PROCUREMENT/PRINCETON LIBRARY/PARK

Approve the plans, specifications and working details of the Request for Bids for sprinkler and sidewalk repair/replacement and the removal of one tree and tree root(s) at the Princeton Library/Park and authorize the Chair to sign the Notice to bidder. Further, set April 23, 2015 at 3:30 p.m. to receive and opens sealed bids and direct the Clerk to publish and post Notice for same.

10. COUNTY COUNSEL/REVENUE & RECOVERY

Adopt **Resolution No. 15-015**, a Resolution of the Colusa County Board of Supervisors Designating the Colusa County Counsel as the Colusa County Financial Evaluation Officer and authorize the Chair to sign.

11. ADMINISTRATION

Approve letter to Governor Brown regarding the Local Groundwater Sustainability Funding in the 2015-2016 Budget and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, District V
SECONDER:	Gary J. Evans, District IV
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

VII. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Carter

Meetings/functions attended:

Assisted in planning & implementing native grass plantings at the 5th Street Stairs in Colusa.

LAFCo meeting.

Sac Valley BCC meeting.

Community Action Partnership meeting.
 Transportation-Transit Agency Commission meeting.
 CSAC-EIA, Technology Committee Webinar.
 Groundwater meetings.

Supervisor Loudon

Meetings/functions attended:

Participated in Virginia Read.
 Review A87 work orders for maintenance issues.
 Attended State of Jefferson presentation in Williams.
 Met with Chamber of Commerce re: funding.
 Attended Ethics training.
 Tour of Animal Shelter.
 Swearing in of Police Chief, Josh Fitch.
 Attended Chamber of Commerce Board meeting.
 Attended Colusa Rural Fire dinner.
 VFW, Quilt singing & recording session.

VIII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

Chairman Marshall speaks to Governor Browns' first statewide mandatory water reductions. Discussion is held, with no action taken.

IX. CLAIMS

1. AUDITOR

Consider approving Claims Register Sheets from March 24, 2015 through April 6, 2015.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

2. AUDITOR

Consider approving Special Claims.

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
570281	Public Defender	Mike Hermann Investigations	\$180.00
570282	Public Defender	Steidlmayer Law	\$4,806.00
570283	Public Defender	Law Offices of John K. Hinely	\$652.50
570284	Behavioral Health	Colusa County One-Stop	\$9,555.00
570285	Airport	Ascent Aviation Group	\$30,537.01
570286	Behavioral Health	Tracy L Woo, MFT	\$2,250.00
570287	Road	Gallaway Enterprises	\$1,125.00

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Denise J. Carter, District V
AYES:	Denise J. Carter, Gary J. Evans, John D. Loudon, Mark D. Marshall
ABSENT:	Kim Dolbow Vann

Chairman Marshall declares a recess at 9:47 a.m. and reconvenes at 1:15 p.m. to convene in Closed Session and reconvenes at 3:04 p.m. into Regular Session with all Supervisor present, except Supervisors Evans and Vann.

Present: Bob Muszar, CAO/Clerk to the Board/Safety/Risk Management.
Ann Nordyke, Board Clerk.

1:15 p.m. CLOSED SESSION

Chairman Marshall announces under Government Code Section 54957(b)(1) the Board of Supervisors met to conduct interviews for the position of County Librarian. He states there was no reportable action.

Chair Marshall adjourned the meeting at 3:05 p.m. to reconvene in Regular Session on April 21, 2015 at the hour of 9:00 a.m.

Mark D. Marshall, Chair

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

BY _____
Ann Nordyke, Deputy Clerk