

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

June 30, 2015

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

- Opening Prayer - Pledge of Allegiance.
- MINUTES APPROVAL
Minutes Approval
Board of Supervisors – Regular Meeting – June 16, 2015.
- Period of Public Comment.
- 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.

HUMAN RESOURCES

1. DHHS - Environmental Health Services Division - 4019

Consider approving a step 4 appointment for Jasjit Kang, Environmental Health Manger, PFT, MGT Range 27, **STEP 4**, \$6,969.00 per month, effective July 1, 2015.

2. HUMAN RESOURCES

Department of Public Works - 3010

Consider changing the position allocation for the Department of Public Works by deleting the position of Administrative Secretary II/Commission Secretary, PFT, MSC Range 21, \$2,795.00 - \$3,569.00 per month effective June 30, 2015 and adding the position of Office Assistant II, PFT, MSC Range 5, \$1,946.00 - \$2,491.00 per month, effective July 1, 2015.

3. HUMAN RESOURCES

Behavioral Health Services - 4010/4011/4013

Consider changing the position allocation list to reflect a change in funding sources included in the FY 15-16 Budget as follows:

Substance Abuse Services - 4011

Delete: One position of Bilingual Office Assistant III, PFT, MSC Range 10, \$2,136.00 - \$2,728.00 per month effective June 30, 2015.

Mental Health - 4013

Add: One position of Bilingual Office Assistant III, PFT, MSC Range 10, \$2,201.00 - \$2,821.00 per month effective July 1, 2015.

Delete: One position of Account Clerk I/II, PFT, MSC Range 5/10, \$1,888.00 - \$2,413.00/\$2,136.00 - \$2,728.00 per month, effective June 30, 2015.

Fiscal Program Analyst, PFT, MSC Range 31, \$3,569.00 - \$4,557.00 per month, effective June 30, 2015.

Electronic Health Records Manager, PFT, MGT Range 12, \$4,019.00 - \$5,131.00 per month, effective June 30, 2015.

Behavioral Health Services- Administration - 4010

Add: One position of Account Clerk I/II, PFT, MSC Range 5/10, \$1,946.00 - \$2,491.00/\$2,201.00 - \$2,821.00 per month, effective July 1, 2015.

Fiscal Program Analyst, PFT, MSC Range 31, \$3,706.00 - 4,748.00 per month, effective July 1, 2015.

Electronic Health Records Manager, PFT, MGT Range 12, \$4,141.00 - \$5,308.00 per month, effective July 1, 2015.

4. HUMAN RESOURCES

Consider approving Mandatory Paid Sick Hours Policy to comply with the Healthy Workplaces, Healthy Families Act of 2014, effective July 1, 2015.

5. HUMAN RESOURCES

Consider replacing the current Family Care Leave Policy #308 adopted June 25, 1996 with a revised Medical and Family Leave Policy effective July 1, 2015.

III.

PUBLIC WORKS

1. PUBLIC WORKS/ROAD DEPARTMENT

Introduction and first reading, by title only, of An Ordinance Of The Colusa County Board Of Supervisors Amending Colusa County Code Chapter 12, Section 12.17.1, Changing The Designation Of Putnam Way From Two Separate Segments Of Through Streets To Three Separate Segments Of Through Streets, And Section 12.17.2 Adding The Intersection Of Putnam Way And I-5 Undercrossing Road As A Stop Intersection. **Further**, set July 28, 2015 at 9:30 a.m. for a public hearing and direct Clerk to publish and post Notice of Hearing for same.

2. PUBLIC WORKS

Consider adopting A Resolution Of The Colusa County Board Of Supervisors Authorizing A California Department Of Parks And Recreation Division Of Boating And Waterways Grant From The Watercraft Revolving Fund For A Boat Launch Facility At East Park Reservoir and authorize the Chairman to sign.

3. PUBLIC WORKS

Consider adopting a Resolution by the Colusa County Board of Supervisors, The Governing Body of Colusa County Service Area No. 1, Authoring a Representative To Sign a Funding Agreement and Amendments for Finding Under the Public Water System Drought Emergency Response Program; Authorizing Representative to Approve Claims for Reimbursement; Authorizing a Representative to Approve the Budget and Expenditure Summary, and Authorizing a Representative to sign the Final Release Form and Certification of Project Completion; authorize the Chair to sign the Resolution and designate the Assistant Director of Public Works to execute the Funding Agreement, related documents; and Ratify previous actions, if any, taken by CSA #1 relating to the Funding Agreement.

IV. AG COMMISSION

1. AG COMMISSIONER

Consider Introduction and adoption of An Urgency Ordinance Temporarily Restricting New Water Well Permits, Water Well Construction or the Expansion of Existing Water Wells in the County of Colusa, authorize the Chair to sign the Ordinance and direct the Clerk to publish same.

V. PURCHASING AND PROCUREMENT

1. PURCHASING AND PROCUREMENT

Consider awarding/approving the Work Order Contracts for Construction Rental Equipment, without operators between the County of Colusa and the following vendors:
Hertz Equipment Rental - Chico
Road Machinery LLC - Redding
I-5 Rentals, Inc. - Redding
Holt of CA - Yuba City
Neff Rental - Roseville (GSA Contract Rates)
David M. McCullough Excavating - Arbuckle
effective July 1, 2015 through June 30, 2016, with terms and conditions as set forth in the contracts and authorize the chair to sign.

2. PURCHASING AND PROCUREMENT

Consider awarding/approving the Work Order Contracts for Construction Rental Equipment, with operators, between the County of Colusa and the following vendors:
David M. McCullough Excavating - Arbuckle
Dewitt Bros & Co Inc. - Yuba City
Wycoff Construction - Stonyford
Butte Sand & Gravel - Sutter
Cook Construction - Stonyford
effective July 1, 2015 through June 30, 2016 with the amounts as outlined within the contract and authorize the chair to sign.

3. PURCHASING AND PROCUREMENT

Assessor

Consider approving a Gas Well Consulting Contract between Colusa County and **Chuck Niepoth**, effective July 1, 2015 through June 30, 2016, in an amount not to exceed \$9,000.00, with a fifteen (15) day written termination clause by either party and authorize the Chair to sign.

VI. AUDITOR

1. AUDITOR

Consider adopting a Resolution of the Colusa County Board of Supervisors Approving an Application to the California State

Department of Housing and Community Development for Funding Under the HOME Investment Partnerships Program and authorize the Chair to sign the Resolution and the Assistant Director of Public Works to sign all accompanying documents regarding this matter on behalf of the Board of Supervisors.

2. AUDITOR

Consider authorizing the County Auditor-Controller to pay all contracts formally approved by the Board of Supervisors and the CAO.

3. AUDITOR

Consider approving Intra Budget Adjustments Nos: 15103 through 15116.

4. AUDITOR

Consider approving 2014-15 Revenue and Appropriations Inter-Budget Adjustments #074-087 as follows: **Requires a 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
Sheriff	00101	2021	454608	\$2,689.92
Sheriff	00101	2021	51012	\$646.65
Sheriff	00101	2021	51022	\$49.47
Sheriff	00101	2021	53180	\$1,250.00
Sheriff	00101	2021	53250	\$15.00
Sheriff	00101	2021	57039	\$728.80
Sheriff	00101	2021	467505	\$12,524.17
Sheriff	00101	2021	51012	\$11,634.16
Sheriff	00101	2021	51022	\$890.01
Library	00101	6021	479910	\$1,078.67
Library	00101	6021	53250	\$1,003.67
Library	00101	6021	53251	\$75.00
Public Works-Road	00110	3010	59390	(\$4,000.00)
Public Works-Road	00110	3010	59396	(\$29,500.00)
Public Works-Road	00110	3010	59397	(\$156,000.00)
Public Works-Road	00110	3010	53230	\$189,500.00
Public Works-Road	00110	3010	410800	(\$12,336.16)
Public Works-Road	00110	3010	421220	\$52.00
Public Works-Road	00110	3010	421330	(\$2,521.75)
Public Works-Road	00110	3010	421340	\$2,355.00
Public Works-Road	00110	3010	441900	(\$54,000.00)
Public Works-Road	00110	3010	452410	\$31,264.00
Public Works-Road	00110	3010	452411	\$113,184.00
Public Works-Road	00110	3010	467770	(\$1,100.00)
Public Works-Road	00110	3010	479100	\$12.35
Public Works-Road	00110	3010	479220	(\$100.00)
Public Works-Road	00110	3010	479250	(\$65.00)
Public Works-Road	00110	3010	479290	(\$8.00)
Public Works-Road	00110	3010	479326	\$5,000.00
Public Works-Road	00110	3010	479360	(\$86.10)
Public Works-Road	00110	3010	479470	\$1.91
Public Works-Road	00110	3010	53230	\$81,652.25
DPW-RD Dist	00140	3017	410200	2,050.62
DPW-RD Dist	00140	3017	410400	543.42
DPW-RD Dist	00140	3017	410920	6.39
DPW-RD Dist	00140	3017	455800	3,605.00
DPW-Dev Fee SW	04005	0000	479431	91.88
DPW-Dev Fee Adm	02702	002702	479431	3.00
DPW-Dev Fee PW	02697	002697	479431	4,248.00
DPW- Bridge	00111	3016	4101002	0.36
DWP-Bridge	00111	3016	410250	0.28
DPW- Bridge	00111	3016	410300	(46.81)
DWP-Bridge	00111	3016	410320	(46.51)
DPW- Bridge	00111	3016	410400	86.55
DWP-Bridge	00111	3016	410920	(1.10)
DPW- Bridge	00111	3016	454560	3.97
DWP-Bridge	00111	3016	455800	1,736.00
DWP-Bridge	00111	3016	53230	29,500.00
Surveyor	00101	1106	466830	1,950.00
Surveyor	00101	1106	466850	4,670.00
Surveyor	00101	1106	466875	250.00
Surveyor	00101	1106	53060	100.00
Surveyor	00101	1106	53180	6,770.00
DPW-East Park	00154	7012	53180	46,020.87
Solid Waste	04000	0000	468003	85,000.00
Solid Waste	04000	0000	53180	85,000.00

VII. COUNTY ADMINISTRATIVE OFFICE

1. COUNTY ADMINISTRATIVE OFFICE

Consider approving Transition Plan that would implement the Board of Supervisors' decision to transfer responsibility for Employee Benefit Administration from the Auditor-Controller's Office to the Human

Resources Department and direct the Interim County Administrative Officer to implement.

2. COUNTY ADMINISTRATIVE OFFICE

Consider approving Fiscal Year 2015-2016 Recommended (Preliminary) Budget in the total amount of \$81,227,160. **Further**, authorize the Lump-Sum payment of California Public Employees Retirement System Contributions in the total amount of \$3,785,509.

VIII.

APPOINTMENTS

1. ADMINISTRATION

Colusa Cemetery District Board

Consider appointment of William J. Sterk to the Colusa Cemetery District to fill a vacancy created by the resignation of John Arnold, effective through November 28, 2015. **(Applications received: William J. Sterk)**

2. ADMINISTRATION

College City Cemetery District Board

Consider re-appointment of Carole M. Cain to the College City Cemetery District Board, effective July 6, 2015 through July 7, 2019. **(Applications received: Carole M. Cain)**

3. ADMINISTRATION

Arbuckle Cemetery District Board

Consider re-appointment of Wes Robinson to the Arbuckle Cemetery District Board, effective July 24, 2015 through July 25, 2019. **(Applications received: Wes Robinson)**

4. ADMINISTRATION

Stonyford Indian Valley Cemetery District

Consider appointment to the Stonyford Indian Valley Cemetery District Board, effective June 29, 2015 through June 30, 2019. **(Applications received: John B. Huttman and Sandra Corbin)**

5. ADMINISTRATION

Williams Cemetery District Board

Consider re-appointment of Nancy Marshall to the Williams Cemetery District Board, effective July 26, 2015 through July 25, 2019. **(Applications received: Nancy Marshall)**

6. ADMINISTRATION

Williams Fire Protection District/Williams Rural Fire

Consider re-appointment of Douglas J. Turner to the Williams Fire Protection District/Williams Rural Fire, effective July 18, 2015 through July 17, 2019. **(Applications received: Douglas J. Turner)**

7. ADMINISTRATION

Air Pollution Control District Hearing Board

Consider re-appointment of Ed Hulbert to the Air Pollution Control District Hearing Board effective July 4, 2015 through July 3, 2018.

(Applications received: Ed Hulbert)

RECESS

CONSENT AGENDA

Approve Consent Agenda Item Nos. 1 through 19 as follows:

1. PUBLIC WORKS/ROAD DEPARTMENT

Approve Notice to Bidders, Special Provisions, and Bid Book for construction on State Route 45 in the town of Princeton Contract Number 300000PR, set July 20, 2015 at 10:00 a.m. to receive and open sealed bids, authorize the Chairman to sign Notice to Bidders and direct the clerk to publish and post Notice.

2. PUBLIC WORKS

Approve Eleventh Modification of C05-112 between the County of Colusa and **Recology Butte Colusa Counties, Inc.**, effective July 1, 2015, modifying Section 5 of the agreement to decrease contractor compensation, in the form of rates charged to subscribers, by 0.19%, and increase to the per ton tipping fee by 0.27% from the rate established in 2014, with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.

3. HUMAN RESOURCES

County Administrative Office/Human Resources/Risk Management

Approve continuation of County insurance for Transit Agency, Transportation Commission, and LAFCO as Named Insured under some of Colusa County's Insurance Policies. (Liability, Workers' Comp and Property) (Note - Not all entities listed are insured under all three programs).

4. ADMINISTRATION

Approve RCRC membership dues for FY 2015-2016 in the amount of \$2,166.00.

5. ADMINISTRATION

Approve California Association of Clerks and Elections Officials membership due for FY 15/16 in the amount of \$150.00.

6. ADMINISTRATION
Approve Out-of-State travel for Supervisor Kim Dolbow Vann to attend the 2015 NACo Annual Conference, July 10, 2015 through July 13, 2015, in Charlotte, North Carolina.

7. ADMINISTRATION
Set July 28, 2015 at 9:30 a.m. for a Public Hearing to review the Community Development Block Grant (CDBG) Annual Grantee Performance Report for CDBG grant #12-CDBG-8377 for the fiscal year 2014-15 and to solicit citizen input.

8. ADMINISTRATION
Adopt a Proclamation of the Colusa County Board of Supervisors Declaring the Month July 2015 as Sexual Assault Awareness Month in Colusa County and authorize the Chair to sign.

9. AG COMMISSIONER
Approve contract #15-0163-SA between the County of Colusa and **the California Department of Food and Agriculture**, for the Petroleum Products Program, effective July 1, 2015 through June, 30, 2016, in the amount of \$1,125.00, with a thirty (30) day written termination clause by either party and authorize the Chair to sign.

10. AG COMMISSIONER
Consider Adopting a Resolution of The Colusa County Board of Supervisors Authorizing the Submittal of an Application, Acceptance of an Allocation of Funds and Execution of a Grant Agreement with the Federal Aviation Administration for an Airport Improvement Program (AIP) grant and authorize the Chair to sign.

11. ASSESSOR
Approve amendment #2 of the Joint Powers Agreement (JPA) C14-013 of the E-Forms Development Project between specified California Counties (Colusa County) and the **Board of Equalization** for the purpose of collecting, storing, and maintaining data necessary to the functions the County Assessor Offices, effective May 28, 2015 with terms and conditions as set forth in Amendment No. 2, with all other terms and conditions to remain in full force and effect and authorize the Colusa County Assessor to sign on behalf of the County.

12. AUDITOR
Authorize the County Auditor-Controller to pay claims as she deems necessary for the time period between July 1, through July 27, 2015.

13. PROBATION
Adopt a Proclamation of the Colusa County Board of Supervisors Declaring July 12-18, 2015 as "Probation Services Week" and authorize the Chair to sign.
14. SHERIFF
Approve the Colusa County Sheriff's Office Field Services Supplemental Law Enforcement Funds Spending Plan 2014-2015, as submitted. (SLESF on file in the Clerk's Office)
15. TREASURER
Accept Treasurer's Monthly Investment Report for May 2015.
16. PURCHASING AND PROCUREMENT
Purchasing and Procurement
Approve modification to contract C14-105 between Colusa County and **Reading Oil, Inc.**, modifying Section 2, Term of the contract from June 30, 2015 to June 30, 2016, with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.
17. PURCHASING AND PROCUREMENT
Purchasing and Procurement
Approve modification to contract C14-106 between Colusa County and **Davies Oil Co., Inc.**, modifying Section 2, Term of contract extending the term from June 30, 2015 to July 31, 2015, with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.
18. PURCHASING AND PROCUREMENT
Health and Human Services
Approve a contract between Colusa County, through the Department of Health and Human Services (DHHS), and the **Colusa County Office of Education (CCOE)** for provision of Stage One Child Care services under the CalWORKs program, effective July 1, 2015 through June 30, 2016, in an amount not to exceed \$95,000, with a fifteen (15) day written termination clause by either party and authorize the Chair to sign.
19. HEALTH AND HUMAN SERVICES
Approve a 15 year lease and installation agreement between the County of Colusa and **Modern Building Systems, Inc.**, for a new modular building to be installed at the Department of Health and Human Services (DHHS), effective June 30, 2015, in monthly rent installment of \$5,901.35 plus local sales tax for the duration of the agreement and authorize the Board Chair to sign and initial each page where indicated.

END OF CONSENT AGENDA

- X. SUPERVISORS' REPORTS OR COMMENTS
- XI. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS
- XII. CLAIMS
1. AUDITOR
Consider approving Claim Register Sheet for the period June 16, 2015 through June 29, 2015.
 2. AUDITOR
Consider approving Special Claims.
- XIII. CLOSED SESSION
1. PUBLIC EMPLOYMENT
California Government Code 54957. One matter.
 2. CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION
Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(4): One matter.

ADJOURN**3:00 PM TRANSPORTATION AND TRANSIT AGENCY MEETING**

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.