

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
Manager
Yolanda Tirado, Chief Deputy Clerk
to the Board
Ann Nordyke, Deputy Clerk to the
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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Minutes

August 25, 2015

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 25th day of August 2015 at the hour of 9:00 a.m. Present: Mark D. Marshall, Chair, Denise J. Carter, Gary J. Evans, Kim Dolbow Vann and John D. Loudon. Absent: None.

Chairman Marshall calls to order the August 25, 2015 Regular Session at 9:00 a.m., with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Bob Muszar, ICAO/Clerk to the Board/Safety/Risk Management.
Elizabeth Kelly, Director, Health & Human Services.
Robert Zunino, Assistant Auditor-Controller.
Cindy Lovelace, Director, Human Resources Department.
Jim Watson, General Manager, Sites JPA.
Kaline Moore, Purchasing & Procurement.
Mary Winters, Colusa citizen.
Randy Murphy, Glenn County citizen.
Neil Pearson, Sheriff's Office.
Stacey Costello, County Librarian.
Bill Fenton, Chief Probation Officer.
Denice Britton, Registered Consulting Arborist.
Todd Manouse, Risk Management.
Randy Robertson, Rachael Ridley, Trindel Insurance.
Yolanda Tirado, Ann Nordyke, Board Clerks.

Opening Prayer – Pledge of Allegiance.

MINUTES APPROVAL

1. Minutes Approval
Board of Supervisors – Regular Meeting – August 11, 2015.

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

PERIOD OF PUBLIC COMMENT

None.

ANNOUNCEMENT OF CLOSED SESSION

Mr. Kropf announces the Board will consider the following Closed Session matters later this day:

1. CONFERENCE WITH LABOR NEGOTIATOR
California Government Code Section 54957.6
Agency Negotiator: Robert J. Muszar
Employee Organizations: All
2. PUBLIC EMPLOYMENT
California Government Code 54957. One matter.
3. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION
Significant exposure to litigation. California Government Code section 54956.9(d)(2): One matter.
4. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL INITIATION OF LITIGATION
California Government Code Section 54956.9(d)(4): Two matters.

Mr. Kropf further states an additional matter arose after the posting of the August 25, 2015 Agenda regarding Public Employment: California Government Code 54957, One matter, and requests the matter be brought on for consideration.

Additional Closed Session-PUBLIC EMPLOYMENT: California Government Code 54957 (One matter).

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

VI. COUNTY ADMINISTRATIVE OFFICE

3. Chairman Marshall states due to the travel time of Denise Britton, Consulting Arborist, the Board will hear her update/recommendation regarding the overall condition of the American Elm trees located on the Market Street side of the Historic Courthouse in Colusa and possibly provide direction to staff at this time.

Mr. Muszar states in mid-July, within about an 8 to 10 day period, one of the American Elm trees located in front of the Historic Courthouse dropped two limbs of

significant size without warning. He states the first caused no damage, and the second caused minor damage to surrounding trees, a bench and temporarily impeded the use of the sidewalk. He states further because of the significance of the trees and based on the recommendation of Richards Tree Service Arborist, a consulting arborist was contracted to provide a second opinion. Noting Ms. Denice Britton, a certified consulting arborist was selected to do the work and is in attendance to give a presentation regarding the trees.

Ms. Britton states she examined five (5) American Elms to determine their overall condition and evaluate the risk they present to the public and for the County of Colusa. She states she inspected each tree from a bucket truck, probing and sounding the limbs and trunks. She states she had a crew dig out the root collars to determine if there was a potential for whole tree failure as a result of decay or disease. She states further she found these historic trees to be seriously compromised by decay resulting from severe topping at approximately 30' to 40' that occurred many years ago. She states further in her opinion, these trees are too decayed to leave in place in their current condition, and they present a high risk to the public, especially to vehicular traffic and pedestrians going to and from the courthouse. Lengthy discussion is held regarding the following recommendations:

Alternative 1. Least risky and most impact.

- Remove all the trees to eliminate the hazards and reduce the costs of future pruning.
- Grind the stumps to the depth of at least 12" - 24", or through the wood of the tree base, so that new trees can be planted.
Remove as much other root material as possible from the planting holes.
- Replace the trees this fall.

Alternative 2. More risk and less impact.

- Remove Trees 1 and 3.
- Grind the stumps to a depth of at least 12" - 24", or through the wood of the tree base, so that new trees can be planted.
Remove as much other root material as possible from the planting holes.
- Perform crown reduction pruning on trees, 2, 4, and 5. Commit to a three (3) year pruning cycle on the remaining trees until the new trees are established (up to 10 years) and then remove and replace the remaining trees.
- Replant trees 1 and 3 this fall. Commit to annual structural pruning of the young trees for ten (10) years - to establish a central leader and reduce the need for crown reduction pruning.

Alternative 3. Most risk and least impact.

- Retain all the trees and have the crowns reduced by 20 to 25%, using crown reduction cuts wherever possible.
- Commit to a three (3) year pruning cycle on the trees.
- Monitor the trees before each pruning to see if any new cracks have formed in the wood below the old topping cuts. Adjust pruning recommendations accordingly.
- Be prepared to remove and replace any trees that form cracks in the wood below the old topping cuts.

Further, discussion is held regarding the various alternatives.

Following discussion, it is the consensus of the Board members to authorize Mr. Muszar, ICAO to move forward with the removal of all five (5) trees with the possibility of propagating one of the trees.

I. STAFF REPORTS

Ms. Kelly updates the Board members on items as they pertain to her Department.

II. 1. HUMAN RESOURCES/SHERIFF - 2021

Consider authorizing a PERS Annuitant/extra help position of Sheriff's Technician, TPT, DSA Range 20, Step 2, \$18.79 per hour, effective August 26 - December 31, 2015. (Position is limited to 28 hours per week and 960 hours in a fiscal year.)

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

C15-132 2. HUMAN RESOURCES

Consider approving a contract between the County of Colusa Human Resources Department and the **Appeal Democrat** for employment advertising, effective June 1, 2015 through May 31, 2016, at the Daily rate of \$15.91 and the Sunday Rate of \$16.80 per column inch and authorize the Human Resources Director to sign on behalf of the Board of Supervisors.

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

III. AUDITOR

1. Consider approving 2014-15 Revenue and Appropriations Inter-Budget Adjustments #115-129 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	PROJ. #	AMOUNT
Library	00101	6021	479910		\$322.77
Library	00101	6021	53230		\$322.77
Library	00101	6021	479910		\$189.14
Library	00101	6021	53230		\$189.14
Library	00101	6021	479910		\$149.48
Library	00101	6021	53230		\$149.48
Library	00101	6021	479910		\$153.72
Library	00101	6021	53230		\$153.72

Sheriff	00101	2021	53180		\$2,222.71
Dev Fee - Sheriff Adm	02336	002336	59452	7360	\$18,710.00
Jail	00101	2031	479910	7360	\$18,710.00
Jail	00101	2031	53180	7360	\$18,710.00
District Attorney	00101	2016	479910		\$27,667.30
District Attorney	00101	2016	57143		\$27,667.30
DA - Indian Gaming	02258	002258	57143		\$2,723.61
Trial Court Security	02342	002342	452810		\$38,414.33
Trial Court Security	02342	002342	59452		\$38,414.33
Sheriff - SLESF	02340	002340	51012		\$90.51
Sheriff - SLESF	02340	002340	51021		\$17.58
Sheriff - SLESF	02340	002340	51022		\$6.84
Sheriff - SLESF	02340	002340	53050		\$112.39
Sheriff - SLESF	02340	002340	53120		\$1,305.94
Sheriff - SLESF	02340	002340	53170		\$359.23
Sheriff - SLESF	02340	002340	53230		\$9,906.61
Sheriff - SLESF	02340	002340	53250		\$1,087.08
Sheriff - SLESF	02340	002340	53251		\$300.00
Sheriff - SLESF	02340	002340	57011		\$7,769.06
Sheriff - SLESF	02340	002340	57034		\$9,341.75
Sheriff - SLESF	02340	002340	57057		\$14,819.19
Sheriff - SLESF	02340	002340	57064		\$4,099.29
Sheriff - SLESF	02340	002340	57157		\$10,084.38
Jail - SLESF	02341	002341	53050		\$816.21
Jail - SLESF	02341	002341	53090		\$67.71
Jail - SLESF	02341	002341	53170		1,417.70
Jail - SLESF	02341	002341	53220		373.42
Stonyford Substn Mnt	02333	002333	53130		631.75
Civil Fee Captl Prj	02331	002331	57111		4,264.51
Sheriff	00101	2021	453402		(109,111.00)
Sheriff	00101	2021	51012		(53,765.00)
Sheriff	00101	2021	51022		(4,113.00)
Sheriff	00101	2021	53170		4.00
Sheriff	00101	2021	57147		(51,237.00)

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

2. Consider approving Intra Budget Adjustments No's: 15150 through 15164 and 15165 through 15184.

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

IV. PLANNING & BUILDING

1. Consider Introduction, by title only, of an Un-codified Ordinance of the Colusa County Board of Supervisors Creating an Expedited, Streamlined Permitting Process for Small Residential Rooftop Solar Systems. **Further**, set a Public Hearing September 8, 2015 at 9:30 a.m. for second reading and possible adoption and direct the Clerk to publish and post Notice of Hearing.

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

V. PURCHASING AND PROCUREMENT/COLUSA COUNTY LIBRARY

1. Consider approving the purchase of un-budgeted printers for the County Libraries using funds from the Guy M. Morse Trust in an amount not to exceed \$3,965.00 and authorize the Purchasing Agent to make purchase.

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

VI. COUNTY ADMINISTRATIVE OFFICE/RISK MANAGEMENT

1. Presentation of the annual safety award by Gene Herndon, Trindel Insurance Fund.

Mr. Manouse states two representatives from Trindel Insurance Fund are present to award a County employee with the Trindel Annual Safety award.

Mr. Robertson speaks to Mr. Kevin Scott's contributions to safety within his department and reads the following into the record:

"Kevin maintains the Colusa County Transit Maintenance Facility, the Transit Fleet and a number of County Department vehicles. Annually the California Highway Patrol inspects each of the Transit vehicles and Kevin has an unblemished record on safety audits. Beyond the vehicles, Kevin maintains the Transit yard and shop facility in a clean, well-organized manner constantly making safety his first priority. He uses safe work practices to complete his tasks and always wears the proper personal protective equipment. He is eager to assist his coworkers and handles safety issues in a timely fashion reducing the likelihood of future losses. Kevin consistently makes safety a top priority in the shop and is greatly deserving of this recognition".

He presents Mr. Scott with a plaque and a Trindel jacket.

C15-133 2. COUNTY ADMINISTRATIVE OFFICE

Consider adopting **Resolution No. 15-040**, a Resolution of the Colusa County Board of Supervisors Approving First Modification To Tri-County Regional Juvenile Rehabilitation Facility Joint Exercise of Powers Agreement as Set Forth in the Amendment to the Agreement, effective ~~July 1,~~ August 25, 2015 and authorize the Chair to sign. **Further**, approve First Amendment to the Joint Exercise of Powers Agreement for the Establishment and Operation of the Tri-County Regional Juvenile Rehabilitation Facility, by and between the County of Colusa and the **County of Yuba** and the **County of Sutter**, effective ~~July 1,~~ August 25, 2105, with modifications as set forth in the First Amendment and all other terms and conditions to remain in full force and effect and authorize the Chair to sign.

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

VII. APPOINTMENT/ARBUCKLE CEMETERY DISTRICT

1. Consider appointment of Jeffrey B. Hass to the Arbutle Cemetery District Board, to fill the vacancy created by Walt Foster, effective August 25, 2015 through August 24, 2019. (**Applications received:** Jeffrey B. Hass)

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

CONSENT AGENDA

Approve Consent Agenda Item Nos. 1 through 10 as follows:

C15-134 1. PURCHASING AND PROCUREMENT/COUNTY ADMINISTRATIVE OFFICE
Ratify emergency purchase of contractual services between the County of Colusa and **Denice Britton**, Arborist, effective July 22, 2015, with terms and conditions as set forth in the contract and signed by the CAO. (Pursuant to Colusa County Code Chapter 17, Section 17-3 and Policy 401, Section 4.1.3.3)

C15-135 2. PURCHASING AND PROCUREMENT/HEALTH AND HUMAN SERVICES
Approve First Modification to C13-083, between Colusa County and the **Colusa County One Stop** for provision of staffing and payroll services, modifying Item 4A. Compensation increasing the total from \$35,000.00 to \$45,000.00, with all other terms and conditions to remain in full force and authorize the Chair to sign.

C15-136 3. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH
Approve Second Modification to contract C13-148, between the County of Colusa and the **Colusa County Office of Education** to provide outreach and education to children, youth, families, school staff, communities, extending the contract through June 30, 2016, and modifying the name of the superintendent and the address,

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

C15-137 4. COUNTY COUNSEL/PROBATION DEPARTMENT

Approve Probation's Day Reporting Center Lease between the County of Colusa and landlord **Jerry Payne**, effective September 1, 2015 through June 30, 2017 in the amount of \$800 per month from September 1, 2015 through June 30, 2016 and \$850.00 per month from July 1, 2016 through June 30, 2017, with a thirty (30) day written termination clause and authorize the Board Chair to sign the lease.

5. TREASURER

Accept Treasurer's Monthly Investment Report for July 2015.

6. DISTRICT ATTORNEY

Approve out of state travel for Fiscal Program Analyst Sharon Reische to attend the Journal Technologies Professionals Training Conference 2015 in Logan Utah 10/20-23/15.

7. ADMINISTRATION

Delete Policy No. 500 Defensive Driving Policy (adopted June 2, 1990) and renumber updated Driving Policy (adopted June 5, 2009) to Policy No. 500, Driving Policy.

8. AUDITOR

Set Public Hearing for September 22, 2015, at 1:30 p.m. for the purpose of hearing proposals for revisions to the Recommended County of Colusa Fiscal Year 2015-16 Budget and direct the Clerk to publish and post Notice of Hearing.

9. SHERIFF

Adopt **Resolution No. 15-041**, a Resolution of the Colusa County Board of Supervisors Re-certifying and Adding Additional Supporting Detail to the County's Proclamation of a Local Drought Emergency and authorize the Chair to sign.

10. ADMINISTRATION/Assessor/Board of Equalization

Sitting as the Board of Equalization, Colusa County Assessment Appeals Board

Set October 20, 2015 at 10:45 a.m. for an Assessment Appeal Hearing for the following:

1. Royale Energy, Inc.: **Appeal #15-07**, APN 035-750-012-000 for value placed on land and mineral rights (Lonestar East 1 Lonestar Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.

2. Royale Energy, Inc.: **Appeal #15-08**, APN 035-750-010 for value placed on land and mineral rights (Gobel 21-1 Lonestar Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.

3. Royale Energy, Inc.: **Appeal #15-09**, APN 035-750-006-000 for value placed on land and mineral rights (Lonestar 2 Lonestar Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.

4. Royale Energy, Inc.; **Appeal #15-10**, APN 035-750-005-000 for value placed on land and mineral rights (Lonestar 1 Lonestar Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.
5. Royale Energy, Inc.; **Appeal #15-11**, APN 035-710-004-000 for value placed on land and mineral rights (Goddard 7-1 Forbes) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.
6. Royale Energy, Inc.; **Appeal #15-12**, APN 035-710-003-000 for value placed on land and mineral rights (Morrow 1-7 Williams Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.
7. Royale Energy, Inc.; **Appeal #15-13**, APN 035-710-002-000 for value placed on land and mineral rights (Parks 9-2 Lonestar Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.
8. Royale Energy, Inc.; **Appeal #15-14**, APN 036-040-009-000 for value placed on land and mineral rights (Dorset#1 No field) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.
9. Royale Energy, Inc.; **Appeal #15-15**, APN 036-040-008-000 for value placed on land and mineral rights (Zodiac #1 No field) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.
10. Royale Energy, Inc.; **Appeal #15-16**, APN 035-710-007-000 for value placed on land and mineral rights (Magnum #1 Williams Gas) for tax year 2014-15 and direct the Clerk to send Notice of Hearing to Applicant.

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

IX. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Evans

Meetings/functions attended:
Sites JPA Special meeting

Supervisor Carter

Meetings/functions attended:
NSV IRWM, Tac meeting.
Drought Task Force meeting.
Met with Director of Public Works, re: Princeton Speed Reduction project.

Supervisor Loudon

Meetings/functions attended:
Training with Todd Manouse, Risk Management.
Met with Director of Behavioral Health.

Ad-hoc meeting re: HVAC.
 Chamber of Commerce, lunch mob.
 Met with Davis Ranch's re: Safe Harbor agreement.
 VFW meeting.
 Arbuckle School, flag raising.
 Colusa Catholic School, flag raising.
 Grimes Water District meeting.
 Helped build VFW arch at Colusa Memorial Park.

X. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

None.

XI. CLAIMS/AUDITOR

1. Consider approving Claim Register Sheets for period August 11, 2015 through August 24, 2015.

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

2. Consider approving Special Claims.

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
575438	Public Defender No contract for services	Mehr Law	\$60.30
575439	Public Defender No contract for services	Mehr Law	\$4,927.50
575440	Public Defender No contract for Services	Steidlmayer Law	\$252.00
575441	Public Defender No contract for Services	Steidlmayer Law	\$855.00
575442	Public Defender No contract for Services	Steidlmayer Law	\$126.00
575443	Public Defender No contract for Services	Steidlmayer Law	\$63.00
575444	Public Defender No contract for Services	Steidlmayer Law	\$333.00
575445	Public Defender No contract for Services	Steidlmayer Law	\$522.00
575446	DHHS Contract expired	Colusa Regional Medical Center	\$5,987.73
575447	Behavioral Health Contract expired	Skyway House	\$4,711.24
575448	Sheriff SLESF	En Pointe Technologies Sales	\$5,734.90
575449	Sheriff Fixed asset purchased prior to budget adoption	Hoblit Motors	\$27,850.50
575450	Animal Control	Office Depot	\$210.69

575451	Fixed asset purchased prior to budget adoption		
	Sheriff SLESF	Proforce	\$1,424.05
	Fixed asset purchased prior to budget adoption		

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

Chairman Marshall declares a recess at 10:17 a.m. to convene in Closed Session and reconvenes in Regular Session at 1:32 p.m. with all Supervisors, except Supervisors Evans and Vann present.

Present: Bob Muszar, ICAO/Clerk to the Board/Safety/Risk Management.
Marcos Kropf, County Counsel.
Ann Nordyke, Board Clerk.

Chairman Marshall makes time for announcement of Closed Session.

Mr. Kropf states the Board considered Closed Session matters as follows:

XII. CLOSED SESSION/COUNTY COUNSEL

1. CONFERENCE WITH LABOR NEGOTIATOR
California Government Code Section 54957.6
Agency Negotiator: Robert J. Muszar
Employee Organizations: All
He states there was no reportable action.
2. PUBLIC EMPLOYMENT
California Government Code 54957. One matter.
He states there was no reportable action.
3. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION
Significant exposure to litigation. California Government Code section 54956.9(d)(2): One matter.
He states there was no reportable action.
4. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL INITIATION OF LITIGATION, California Government Code Section 54956.9(d)(4):
Two matters.
He states there was no reportable action.
5. PUBLIC EMPLOYMENT
California Government Code 54957. One matter.
He states there was no reportable action.

Chairman Marshall adjourned the meeting at 1:34 p.m. to reconvene in Regular Session on September 8, 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