

Board of Supervisors

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



County of Colusa

Wendy G. Tyler, CAO/Clerk to the
Board of Supervisors/Risk Manager
Ann Nordyke, Chief Deputy Clerk to
the Board of Supervisors
Michelle Ponse, Deputy Clerk
Patricia Rodriguez, Deputy Clerk
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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Minutes

May 31, 2016

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 31st day of May 2016 at the hour of 9:00 a.m. Present: Denise J. Carter, Chair, Mark D. Marshall, Gary J. Evans, and John D. Loudon. Absent: Supervisor Kim Dolbow Vann.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO/Clerk to the Board/Risk Manager.
Peggy Scroggins, Robert Zunino, Auditor-Controller's Office.
Cindy Lovelace, Director, Human Resources.
Debbie Hickel, Purchasing & Procurement.
Terence Rooney, Director, Behavioral Health.
Scott Lanphier, Director, Public Works Department.
Stacy Costello, County Librarian.
Mary Anne Azevedo, Interim, Ag. Commissioner.
Joe Garofalo, Miguel Villaseñor, Sheriff's Office.
John Contreras, Director, Child Support Services.
Rose Gallo-Vasquez, County Clerk-Recorder Registrar.
Candyce Roberts, Vanir Construction Management.
Rob Moriconi, Colusa citizen.
Dr. Gregory Burt, MD, Health and Human Services Department.
Yolanda Tirado, Michelle Ponse, Board Clerks.

Opening Prayer - Pledge of Allegiance.

MINUTES APPROVAL

1. Board of Supervisors – Regular Meeting – May 17, 2016.

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

PERIOD OF PUBLIC COMMENT

Dr. Burt updates the Board Members on the staffing levels, Health Care Facility operations, and current negotiations with Medical Specialists to bring back regular hospital services. He further states the Colusa Regional Medical Center is still closed. Discussion is held, with no action taken.

ANNOUNCEMENT OF CLOSED SESSION

Chair Carter makes time for the announcement of Closed Session.

Mr. Kropf announces the Board Members will consider Closed Session matters as follows:

1. COUNTY COUNSEL
CONFERENCE WITH LEGAL COUNSEL –
POTENTIAL INITIATION OF LITIGATION
California Government Code Section 54956.9(d)(4): One matter.
2. COUNTY COUNSEL
PUBLIC EMPLOYMENT
California Government Code 54957. One matter.

I. STAFF REPORTS

Ms. Gallo-Vasquez updates the Board Members on matters that pertain to her Department: noting the increase in voter registrations.

II. HUMAN RESOURCES/SHERIFF - 2021

1. Consider continuing a PERS Annuitant/extra help position of Sheriff's Technician, TPT, DSA Range 21, Step 2, \$19.26 per hour, effective June 1-30, 2016. (Position is limited to 28 hours per week and 960 hours in a fiscal year.)

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

2. HUMAN RESOURCES/AUDITOR-CONTROLLER OFFICE - 1021

Consider amending the position allocation chart by deleting the following positions: one Accountant I, PFT, PF Range 26, \$3,304.00 - \$4,340.00 per month and two Accountant II positions, PFT, PF Range 30, \$3,648.00 - \$4,676.00 and

adding three flexibly staffed positions of Accountant I/II, PFT, PF Range 26/30, \$3,304.00 - \$4,340.00/\$3,648.00 - \$4,676.00 effective June 1, 2016.

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

3. HUMAN RESOURCES/CAO – 1012

Consider creating the position of Executive Assistant to the Board of Supervisors and County Administrative Officer, PFT, CNF Range 32, \$3,799.00 - \$4,867.00 per month, effective July 1, 2016 and add to the position allocation chart.

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

4. HUMAN RESOURCES/AG ADMINISTRATIVE SERVICES - 2059

Consider the appointment of Gregory Hinton as the Agricultural Commissioner for four year term, and also appoint him to serve as the Sealer of Weights and Measures, the Director of Air Quality Standards, the Director of Migrant Housing Program, and the Director of Airport Operations, PFT, DH Range 35, Step 1, \$7,298.00 per month, effective June 1, 2016.

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

III. SHERIFF

1. Chair Carter makes time for a Presentation update on the progress and current status of S.B. 863 (New Jail Construction) after award.

Sheriff Garofalo updates the Board Members on the Jail Project Milestone progress. Discussion is held, with no action taken.

9:40 a.m. Supervisor Vann is now present.

C16-073 2. PURCHASING AND PROCUREMENT/SHERIFF

Consider approving Third Modification to contract C15-021 between the County of Colusa and **Vanir Construction Management**, modifying the Scope of Work

to add services to prepare design-build performance criteria for an additional \$634,605.00, with a new not to exceed amount of \$1,156,400.00, effective May 31, 2016, with all other terms and conditions to remain in full force and effect and authorize the Chair to sign.

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

IV. AUDITOR

1. Consider approving 2015-16 Revenue and Appropriations Inter-Budget Adjustments #047 - 048 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
Public Authority	07526	0000	452800	\$26,518.26
Public Authority	07526	0000	454700	\$25,920.45
Public Authority	07526	0000	53231	\$354.21
Public Authority	07526	0000	55280	\$50,801.00
Public Authority	07526	0000	57011	\$1,283.50
Public Works-Road	00110	3010	410800	\$7,282.75
Public Works-Road	00110	3010	421340	\$2,000.00
Public Works-Road	00110	3010	455500	\$47,916.49
Public Works-Road	00110	3010	467700	\$8,120.70

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

2. AUDITOR

Consider approving Intra Budget Adjustments Nos: 16055 through 16062.

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

Chair Carter makes time for a presentation and discussion of Revenue and Expenditures Status Reports for the County operating funds for the month ended April 30, 2016.

3. AUDITOR

Ms. Scroggins states Revenue is at 77% and Expenditures are at 66 %. Discussion is held, with no action taken.

Chair Carter makes time for approval of the Consent Agenda Item Nos. 1 through 27.

Supervisor Loudon requests Consent Item No. 7, regarding the Megabyte System Contract with Assessors, be pulled from the Consent Agenda and considered separately.

Chair Carter so directs and states Consent Item No. 7 will be considered following approval of the Consent Agenda.

CONSENT AGENDA

Approve Consent Agenda Item Nos. 1 through 6 and 8 through 27 as follows:

C16-074 1. CHILD SUPPORT

Approve First Modification to the Plan Of Cooperation C15-062 between the County of Colusa and the **State of California, and Humboldt County**, modifying the term of the contract to July 1, 2016 through June 30, 2017, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-075 2. CHILD SUPPORT

Approve First Modification to MOU C15-080 between the County of Colusa and **Lake County Department of Child Support Services** for Compromise of Arrears Program (COAP) assistance, extending the term of the MOU through June 30, 2017, effective May 17, 2016, with all other terms and conditions as set forth in the MOU and authorize the Chair to sign.

C16-076 3. CHILD SUPPORT

Approve First Modification to contract C15-081 between the County of Colusa and **State of California, and Lake County**, extending the term of the contract to June 30, 2017, for the provision of audit services of financial records in assigned Child Support cases, effective May 31, 2016, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-077 4. PURCHASING AND PROCUREMENT

Approve Second Modification to Contract C14-153 between the County of Colusa and **Colusa One Stop** modifying the term of the contract to June 30, 2017, "Compensation" to remove the existing language and replace with: "County will pay Contractor compensation not to exceed \$50,000.00 per fiscal year", and "Method of Payment" is modified, effective May 17, 2016, with all other terms and conditions as

set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-078 5. PURCHASING AND PROCUREMENT

Approve First Modification to C15-006, between the County of Colusa and **United Landscape Resource, Inc. dba Botanica Landscaping**, extending the term of the contract to June 30, 2017, in an amount not to exceed \$1,350.00 per month, effective May 17, 2016, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

6. BEHAVIORAL HEALTH

Accept the resignation of Amy Manville from the Mental Health Board effective April 19, 2016 and direct the Clerk to publish and post notice of vacancy.

C16-079 8. PURCHASING AND PROCUREMENT

Approve First Modification to C15-115 between the County of Colusa and **Davies Oil Company**, for fuel, extending the contract to June 30, 2017, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-080 9. PURCHASING AND PROCUREMENT

Approve First Modification to contract C15-116 between the County of Colusa and **Reading Oil Company**, for fuel purchase, modifying the term of the contract to June 30, 2017, with all other terms and conditions as set forth in the contract and authorize the Chair to sign.

10. SHERIFF

Adopt **Resolution No. 16-019**, a Resolution Of The Colusa County Board Of Supervisors Certifying The Continuance Of A Local Drought Emergency and authorize the Chair to sign.

11. TREASURER

Accept the April 2016 Treasurer Monthly Investment Report.

C16-081 12. AG COMMISSIONER

Approve Grant Agreement #3-06-0048-016-2016 between the County of Colusa and the **Federal Aviation Administration** in the maximum amount of \$79,264.00 for Airport Improvement Projects, effective May 31, 2016, with terms and conditions as set forth in the agreement and authorize the Chair to sign.

C16-082 13. PURCHASING AND PROCUREMENT/PUBLIC WORKS

Approve First Modification to contract C16-045 between the County of Colusa and **Three29 Media**, modifying "Compensation" to change the not to exceed total contract amount from \$9,800.00 to \$14,800.00 and modifying Scope of Services, effective May 31, 2016, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

14. PUBLIC WORKS/ROAD DEPARTMENT

Approve bid package containing plans, specifications and working details for an anticipated pedestrian facility construction project in the town of Maxwell, Contract No. 300MAXPED2016 and authorize the Chair to sign the Bid Book and direct the Clerk to publish and post same. **Further**, set June 22, 2016 at 10:00 a.m. to receive and open bids.

15. PUBLIC WORKS/ROAD DEPARTMENT

Adopt **Resolution No. 16-020**, A Resolution of the Colusa County Board of Supervisors Certifying Colusa County's Maintained County Road Mileage for 2015, and authorize the Chairman to sign.

C16-083 16. PUBLIC WORKS/ROAD DEPARTMENT

Approve Contract Change Order No. 1 for **Baldwin Contracting Company dba Knife River**, for road construction contract C16-024, increasing the total amount by \$50,238.00, effective May 31, 2016 and authorize the Director of Public Works to sign on behalf of the County.

C16-084 17. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH

Approve Seventh Modification to contract C10-123 between the County of Colusa and **Sierra Mental Wellness Group**, modifying ending date of the contract to June 30, 2017 and replacing Exhibit "B" with a new Exhibit "B", effective May 31, 2016, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-085 18. PURCHASING AND PROCUREMENT/PUBLIC WORKS

Approve First Modification to Contract C15-185 between the County of Colusa and **Gandy-Staley Oil Company**, modifying the Term of the contract to June 30, 2017 and Compensation is modified to: "Compensation paid to Contractor shall not exceed \$35,000.00 for the period of January 5, 2016 through June 30, 2017," with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

19. PUBLIC WORKS/ROAD DEPARTMENT

Approve **Resolution No. 16-021**, A Resolution Of The Colusa County Board Of Supervisors Approving An Agreement With The California State Department Of Fish And Wildlife Under Its Share Program To Provide Additional Public Access To The East Park Reservoir Recreational Area and authorize the Chair to sign.

C16-086 **Further**, approve Short Form Contract No. S1680004 between the County of Colusa and **The California State Department Of Fish And Wildlife Under Its Share Program** To Provide Additional Public Access To The East Park Reservoir Recreational Area, effective June 1, 2016 through November 1, 2016, with terms and conditions as set forth in the agreement and authorize the Chair to sign.

20. PUBLIC WORKS/ROAD DEPARTMENT

Approve **Resolution No. 16-022**, a Resolution Of The Colusa County Board of Supervisors Approving The East Park Reservoir Wildlife Management Entry License Agreement with the California Department of Fish and Wildlife and authorize the Chair to sign.

C16-087 Further, approve an agreement between the County of Colusa and **the State, and the State of California, Department of Fish and Wildlife**, for temporary right to enter certain lands within the East Park Reservoir recreation area for purposes related to the control of the Tule Elk herd population growth, effective May 31, 2016, with terms and conditions as set forth in the agreement and authorize the Chair to sign.

C16-088 21. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH

Approve Sixth Modification to Contract C13-091 between the County of Colusa and **Skyway House, LLC**, modifying "Time of Performance" to change the termination date of the contract to June 30, 2017, Exhibit "A" is modified to add language and Exhibit "B" is modified to replace the daily and monthly compensation rates paid to the Contractor effective July 1, 2016 and to replace the \$50,000.00 FY maximum compensation limit to \$70,000.00, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-089 22. PURCHASING AND PROCUREMENT/PUBLIC WORKS DEPARTMENT

Approve Second Modification to contract C14-237 between County of Colusa and **Richard's Tree Service, Inc.**, modifying the Term to June 30, 2017, effective May 31, 2016, with all other terms and conditions as set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-090 23. PURCHASING AND PROCUREMENT/AG DEPARTMENT

Approve annual Agreement #16-73-06-0250-RA between the County of Colusa and **United States Department of Agriculture, Animal and Plant Health Inspection Service, Wildlife Services (APHISOWS)** to assist property owners, businesses, private citizens, and governmental agencies in resolving wildlife damage problems and conduct control activities in accordance with applicable Federal, State and local laws and regulations, effective July 1, 2016 through June 30, 2017, in an amount not to exceed \$66,523.00 annually and authorize the Chair to sign.

24. BOARD OF SUPERVISORS**Reclamation District No. 108**

Approve appointment of Lady Bug Doherty, Brenda Miller, Rose Ann Ellis and Roger Moore to Reclamation District No. 108 Election Committee, effective May 31, 2016.

25. BOARD OF SUPERVISORS

Approve appointment of Russ Webb to the Maxwell Irrigation District Board of Directors to fill the unexpired term of Jack Hodges, effective May 31, 2016

through December 16, 2017.

26. PURCHASING AND PROCUREMENT/MIGRANT HOUSING

Approve Request for Bids for the repairs at the Williams Migrant Housing Center and authorize the Chair to sign bid documents and direct the Clerk to publish and post notice of same. **Further**, set June 27, 2016 at 3:00 p.m. to receive and open sealed bids.

27. ADMINISTRATION

Approve a letter to the California Debt Limit Allocation Committee assigning Colusa County's 2016 public participation bond debt limitation allocation to Golden State Finance Authority for inclusion in their Mortgage Credit Certificate (MCC) program and authorize the Chair to sign.

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

Chair Carter makes time to consider Consent Agenda Item No. 7 regarding the Megabyte Systems Inc. contract for the Assessor's Office.

Supervisor Loudon expresses concern regarding the cost. Brief discussion is held.

Consent Agenda Item No. 7.

C16-091 7. PURCHASING AND PROCUREMENT/ASSESSOR

Approve fifth modification to software support services contract C11-118 with **Megabyte Systems Inc.**, extending the term of the contract to June 30, 2017 and increasing monthly compensation to \$7,546.17 from \$7,493.71, effective May 31, 2016, and authorize the Chair to sign.

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

VI. SUPERVISORS' REPORTS OR COMMENTS

SUPERVISOR LOUDON

Meetings/functions attended:

CSAC Legislative Conference.

Sacramento Host Breakfast.

Colusa Flood Reduction Project Meeting.

Community Action Partnership Meeting.

Maxwell Parade.

Alliant Insurance Presentation.
Grimes Water Board Meeting.
Cycle of Life Reception.

SUPERVISOR CARTER

Meetings/functions attended:
CSAC Legislative Conference.
Sacramento Host Breakfast.
Colusa High School Senior Project Judge.
Agricultural Flood Plan Ordinance Task Force Meeting.
NCWA Water Leaders Seminar.

SUPERVISOR VANN

Meetings/functions attended:
Budgets.
Sites JPA.

SUPERVISOR EVANS

Meetings/functions attended:
Budgets.
Sites JPA.

SUPERVISOR MARSHALL

Meetings/functions attended:
Memorial Day Event Honoring the Fallen.

VII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

None.

VIII. CLAIMS

- 1. Consider approving Special Claims.

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
584983	Behavioral Health	S. William Abel	\$470.00
584984	Behavioral Health	John A Rogers	\$470.00
584985	Public Defender	Law Offices of John K Hinely	\$1,080.00
584986	Public Defender	Mehr Law Office	\$315.00
584987	Public Defender	Mehr Law Office	\$442.80

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

- 2. Consider approving Claim Register Sheets for period May 17, 2016

through May 30, 2016.

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

IX. CLOSED SESSION

Chair Carter declares a recess at 10:16 a.m. to convene in Closed Session and reconvenes at 11:32 a.m. with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO/Clerk to the Board/Risk Manager.
Yolanda Tirado, Michelle Ponse, Board Clerks.

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

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

1. COUNTY COUNSEL
CONFERENCE WITH LEGAL COUNSEL –
POTENTIAL INITIATION OF LITIGATION
California Government Code Section 54956.9(d)(4): One matter.
He states there was no reportable action.
2. COUNTY COUNSEL
PUBLIC EMPLOYMENT
California Government Code 54957. One matter.
He states there was no reportable action.

Chair Carter adjourned the meeting at 11:32 a.m. to reconvene in Regular Session on June 14, 2016 at the hour of 9:00 a.m.

Denise J. Carter, Chair

Attest: Wendy G. Tyler,
Clerk to the Board of Supervisors

By, _____
Michelle Ponse, Deputy Clerk