

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 17, 2016

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 17th day of May 2016 at the hour of 9:00 a.m. Present: Denise J. Carter, Chair, Mark D. Marshall, Gary J. Evans, Kim Dolbow Vann and John D. Loudon. Absent: None.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO/Clerk to the Board/Risk Manager.
Elizabeth Kelly, Director, Health and Human Services.
Cindy Lovelace, Serena Morrow, Yareli Mora, Human Resources Department.
Peggy Scroggins, Robert Zunino, Auditor-Controller.
Stacy Costello, Alissa Morrow, Colusa Library.
Debbie Hickel, Purchasing and Procurement.
Matt Beauchamp, Devin Kelly, District Attorney's Office.
Terry Rooney, Director, Behavioral Health.
Mary Winters, Colusa Citizen.
Ann Nordyke, Patricia Rodriguez, Board Clerks.

Opening Prayer - Pledge of Allegiance.

MINUTES APPROVAL

1. Minutes Approval
Board of Supervisors – Regular Meeting – May 3, 2016.

RESULT:	APPROVED [4 TO 0]
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
ABSTAIN:	Kim Dolbow Vann

PERIOD OF PUBLIC COMMENT

None.

ANNOUNCEMENT OF CLOSED SESSION

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Chair Carter makes time for the announcement of Closed Session.

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

1. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION
 Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2): one matter.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
 California Government Code section 54956.8
 Property: Commercial office located at 605 Jay St., Colusa, CA 95932-2437. (A.P.N. 001-086-012) and 310 6th St., Colusa, CA 95932-2431 (A.P.N 001-086-013).
 Negotiator: Marcos Kropf, County Counsel
 Property Owner: Farm Credit Services of Colusa-Glenn, ACA
 Under negotiation: Potential purchase and related terms.

3. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
 California Government Code Section 54956.9(d)(4).
 Potential litigation: one matter.

I. STAFF REPORTS

Ms. Lovelace introduces Serena Morrow, and Yareli Mora, and states they are the new employees of Human Resources Department.

II. HUMAN RESOURCES/DISTRICT ATTORNEY

1. Consider amending the position allocation chart and add a limited term position of Fiscal Program Analyst, LT-FT, MSC Range 31, \$3,706.00 - \$4,748.00 per month, effective June 1, 2016 - July 4, 2016.

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

III. AUDITOR

1. Consider approving 2015-16 Revenue and Appropriations Inter-Budget Adjustment #046 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
Sheriff	00101	2021	454608	\$1,773.55
Sheriff	00101	2021	51012	\$450.88
Sheriff	00101	2021	51022	\$34.49
Sheriff	00101	2021	53180	\$1,250.00
Sheriff	00101	2021	53253	\$38.18

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

2. AUDITOR

Approve Intra Budget Adjustments Nos: 16047 through 16053.

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

3. AUDITOR

Chair Carter makes time for a presentation by Smith and Newell Certified Public Accountants of the County's Financial Statements together with Independent Auditor's Report for the Year Ended June 30, 2015.

Ms. Scroggins introduces Ms. Smith from Smith and Newell.

Ms. Smith speaks to the following items from financial statements:

- Combining Non-major Governmental Funds,
- Special Revenue Funds,
- Management's Discussion and Analysis, and
- Basic Financial Statements

discussion is held, with no action taken.

IV. PURCHASING AND PROCUREMENT/DHHS

C16-061 1. Consider awarding a bid to Technique Communications for the installation of Voice/Data stations and feeds at the Department of Health and Human Services. **Further**, approve a contract between the County of Colusa and **Technique Communication**, for the installation of Voice/Data stations and feeds, effective May 17, 2016, in an amount not to exceed \$30,999.00, with terms and conditions set forth in the contract and authorize the Chair to sign.

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

CONSENT AGENDA

Approve Consent Agenda Item Nos. 1 through 17.

1. TREASURER

Adopt **Resolution No. 16-016** a Resolution Of The Colusa County Board Of Supervisors Authorizing Investments Of Monies In Local Agency Investment Fund and

authorize the Chair to sign.

C16-062 2. PURCHASING AND PROCUREMENT/Behavioral Health Services
Approve Third Modification to contract C13-233 between the County of Colusa and **Davis Guest Home, Inc.**, modifying Section 2, Time of Performance, extending the termination date to June 30, 2017 and updating Exhibit "B", to Fiscal year 2016-2017 Rate Quote Transitional Rate Program/Services, 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.

C16-063 3. AG COMMISSIONER
Approve annual contract #16-0276-SA between County of Colusa and **California Department of Food and Agriculture** for nursery inspections, effective July 1, 2016 through June 30, 2017, in the amount of \$805.00, with terms and conditions set forth in the contract and authorize the Chair to sign.

C16-064 4. AG COMMISSIONER
Approve contract #16-0220-SA between the County of Colusa and **the California Department of Food and Agriculture**, for California Organic Inspections, effective July 1, 2016 through June 30, 2017, in the maximum amount of \$2,370.00, with a thirty (30) day written termination clause by either party and authorize the Chair to sign.

C16-065 5. AG COMMISSIONER
Approve annual agreement between the County of Colusa and **California Crop Improvement Association**, for services related to seed certification, effective July 1, 2016 through June 30, 2017, in an amount not to exceed \$4,300.00 per fiscal year, with terms and conditions as set forth in the agreement and authorize the Acting Agricultural Commissioner to sign on behalf of the County.

C16-066 6. AG COMMISSIONER
Ratify annual contract between the County of Colusa and **California Rice Commission**, for increased surveillance activities over the use of rice pesticides, effective May 1, 2016 through July 15, 2016, in the amount not to exceed \$9,000.00, with a fifteen (15) day written notice by either party and authorize the Acting Agricultural Commissioner to sign on behalf of the County.

C16-067 7. PURCHASING AND PROCUREMENT
Approve First Modification to contract C15-093 between the County of Colusa and **Colusa One Stop**, modifying Section 2, "Term" to June 30, 2017 and modify Section 4, "Method of Payment" to change the due date of the final invoice for services to be provided to the County no later than June 15, 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.

8. LIBRARY
Approve out-of-state travel for Alissa Morrow, Literacy Coordinator to attend the 2016 ALA Conference, in Orlando, Florida, June 23-24, 2016.

C16-068 9. PURCHASING AND PROCUREMENT/DHHS
Consider approving Second Modification to contract C13-081 between

County of Colusa and **Jean Rumiano**, modifying Section 2, Time of Performance; extending the term of the contract to June 30, 2018, effective July 1, 2016, with all other terms and conditions set forth in the contract to remain in full force and effect and authorize the Chair to sign.

C16-069 10. PURCHASING AND PROCUREMENT/DHHS

Approve First Modification of Contract C15-112, between the County of Colusa and **Colusa County Office of Education-Stage 1 Childcare**; Modifying Section 2, "Term" extending the term of the Contract from June 30, 2016 to June 30, 2017, Section 3, "Compensation" to reflect the \$95,000 is payable each fiscal year 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.

11. ADMINISTRATION/COLUSA COUNTY LOCAL CHILD CARE PLANNING COUNCIL

Consider re-appointment of Tiffany Sines to the Colusa County Local Child Care Planning Council, effective, May 4th 2016 through May 18, 2020. (**Applications received: Tiffany Sines**)

C16-070 12. COUNTY COUNSEL/CORTINA COMMUNITY SERVICES DISTRICT BOARD

Approve contract between the County of Colusa and **United Landscape Resource, Inc., dba Botanica Landscaping** for landscape maintenance services at the River Glen and Reddington Ranch subdivisions, in a total maximum amount of \$34,383.80, effective April 1, 2016, with all other terms and conditions as set forth in the contract and authorize the Chair to sign.

13. COUNTY COUNSEL

Approve initiation of process under section 45-7 of Chapter 45 of the Colusa County Personnel Code for the potential layoff of the Assistant Revenue and Recovery Officer.

C16-071 14. HUMAN RESOURCES

Approve Memorandum of Understanding (MOU) between the County of Colusa and the **Colusa County Deputy Sheriff's Association (CCDSA) Unit**, effective January 1, 2016 to September 30, 2019, with terms and conditions as set forth in the MOU and authorize the Chair to sign.

15. HUMAN RESOURCES

Approve a **Resolution No. 16-017** a Resolution of the Colusa County Board of Supervisors approving the Salary and Benefits Compensation Package for Unrepresented Employees effective January 1, 2016 and authorize the Chair to sign.

16. HUMAN RESOURCES

Approve **Resolution No. 16-018** a Resolution Of The Colusa County Board Of Supervisors Approving The Salary And Benefits Compensation Package For Appointed Department Heads Effective January 1, 2016 and authorize the Chair to sign.

C16-072 17. COUNTY COUNSEL

Approve a legal services agreement between the County of Colusa and **Best Best & Krieger**, in an amount not to exceed \$50,000.00 every fiscal year, effective May 5, 2016 and authorize County Counsel to sign on behalf of the County.

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

VI. ADMINISTRATION

1. Consider assisting the City of Colusa Fire Department in an amount not to exceed \$10,000, to assist in the purchase of one (1) 2006 Ford Cutaway E450 Super Duty Utility Ambulance (Basic Life Support (BLS) ambulance). **Further**, the funds will come from Supervisor Loudon's Special Project Fund.

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

VII. SUPERVISORS' REPORTS OR COMMENTS

SUPERVISOR MARSHALL

Meetings/functions attended:

- Met with the Williams Community Center.
- Little League fundraiser dinner.
- CAO meetings.
- Movies at the Fair.
- Met with Senator Nielson and Assemblyman Gallagher.
- Williams Museum.
- Williams Police Chief.
- Conference call with Mr. Allen, CEO, Colusa Regional Hospital.

SUPERVISOR EVANS

Meetings/functions attended:

- Sites Project Authority meeting.
- Budgets Committee meetings.
- Stonyford Rodeo.

SUPERVISOR LOUDON

Meetings/functions attended:

- Grimes Fire dinner.
- Colusa Rural Fire dinner.
- Met with Mr. Benoit regarding: Mosquito Abatement District.
- LAFCO meeting.
- Little League Fundraiser dinner.
- Colusa Fire, Golf Tournament.
- May Surprise, Library Wine Tasting Fundraiser.

SUPERVISOR VANN

Meetings/functions attended:

- Sites Project Authority meeting.
- NCCC meeting.

Golden State Risk Management Authority.
Budget Committee meeting.

SUPERVISOR CARTER

Meetings/functions attended:

- ACWA Conference.
- Ag Task Force meeting.
- SSV-EMS Board meeting.
- Agricultural Floodplain Task Force meeting.
- Mid-Upper Sacramento Regional Flood Plan meeting.

Supervisor Vann updates Board members to the monies received from the governor's office for the One Stop center regarding unemployed hospital workers.

Supervisor Evans updates the Board members on items regarding Glenn-Colusa Resource Advisory Council.

VIII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

Supervisor Vann updates the Board members regarding changes to Senate Bill 1396 (Wolk).

IX. CLAIMS/AUDITOR

1. Consider approving Special Claims.

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
584457	Airport	Ascent Aviation Group	\$28,481.12
584458	Behavioral Health	Comfort Haven	\$5,776.00
584459	DHHS	Colusa Regional Medical Center	\$2,792.61
584460	Emergency Services	Gandy & Staley Oil Co.	\$700.00
584461	Public Defender	Law Office of John K. Hinely	\$2,511.00
584462	Behavioral Health	Sierra Mental Wellness Group	\$12,636.92

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

2. AUDITOR

Consider approving Claim Register Sheets for period May 3, 2016 through May 16, 2016.

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

Chair Carter declares a recess at 9:50 a.m. and reconvenes at 10:32 a.m. with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO/Clerk to the Board/Risk Manager.
Ann Nordyke, Patricia Rodriguez, Board Clerks.

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

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

X. CLOSED SESSION

1. COUNTY COUNSEL

CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION

Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2): one matter.

He states no reportable action.

2. COUNTY COUNSEL

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

California Government Code section 54956.8

Property: Commercial office located at 605 Jay St., Colusa, CA 95932-2437 (A.P.N. 001-086-012) and 310 6th St., Colusa, CA 95932-2431 (A.P.N. 001-086-013).

Negotiator: Marcos Kropf, County Counsel

Property Owner: Farm Credit Services of Colusa-Glenn, ACA

Under negotiation: Potential purchase and related terms.

He states no reportable action.

3. COUNTY COUNSEL

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

California Government Code Section 54956.9(d)(4). Potential initiation of litigation: one matter.

He states no reportable action.

Chair Carter adjourned the meeting at 10:33 a.m. to reconvene in Regular Session on May 31, 2016 at the hour of 9:00 a.m.

Denise J. Carter, Chair

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

BY _____
Patricia Rodriguez, Deputy Clerk