

## Board of Supervisors

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## County of Colusa

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### COLUSA COUNTY Board of Supervisors

# Agenda

August 17, 2021

**Board Chambers**  
**546 Jay Street, Suite 108**  
**Colusa, CA 95932**

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.

**NOTE: You can listen to the meeting by dialing one of the numbers below:**

**Phone: 1-916-246-0723**  
**Toll-Free: 1-800-356-8278**  
**Code: 401978 DO NOT PUT YOUR PHONE ON HOLD**

**This line is for listening in only.**

9:00 a.m. CALL TO ORDER

- Opening Prayer - Pledge of Allegiance
- Period of Public Comment
- Report out of August 3, 2021 Closed Session
- 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.

### CONSENT AGENDA

Approve Consent Agenda Item No.'s 1 through 15.

1. TREASURER  
Accept July 2021 Treasury Monthly Investment Report as presented.

2. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH  
Approve 4<sup>th</sup> Modification to **BHC Heritage Oaks Hospital, Inc.**, to provide the County with certain hospital-based psychiatric inpatient services, effective July 1, 2021.
3. PURCHASING AND PROCUREMENT/BEHAVIORAL HEALTH  
Approve agreement with **Kings View**, for professional services for electronic health record information system, effective July 1, 2021.
4. PURCHASING AND PROCUREMENT/PUBLIC WORKS  
Approve 2nd Modification with **Helix Environmental Planning, Inc.** to perform cultural resources consulting for the Finks Road Bridge Project.
5. HEALTH AND HUMAN SERVICES/PUBLIC HEALTH  
Approve the CalREDIE System Data Use and Disclosure Agreement with the **California Department of Public Health** that establishes the information privacy and security requirements for disease reporting and surveillance, and authorize the Colusa County Health & Human Services Director to sign.
6. APPOINTMENT/HISTORICAL RECORDS COMMISSION  
Adopt a Resolution amending Resolution No. 85-91, updating the Administrative Procedures and Bylaws of the County Historical Records Commission and Reappoint Marilyn Ornbaun effective April 9, 2021 to April 8, 2025. **(Application received: Marilyn Ornbaun)**
7. APPOINTMENT/AIR POLLUTION CONTROL DISTRICT HEARING BOARD  
Appoint Chris Torres and Ed Hulbert to the Air Pollution Control District Hearing Board to serve 3-year terms. **(Application received: Chris Torres and Ed Hulbert)**
8. CLERK RECORDER/ELECTIONS  
Adopt a Resolution appointing Directors to Landowner Special Districts in lieu of the August 31, 2021 election to the Glenn Valley Water District, Holthouse Water District, Westside Water District, Colusa Basin Drainage District, Division II, Maxwell Irrigation District, 4M Water District, and LaGrande Water District.
9. CLERK RECORDER/ELECTIONS  
Appoint Donald R. Bransford and Blake Vann to Glenn Colusa Irrigation District in lieu of the August 31, 2021 election as requested by the District.
10. AG COMMISSIONER/MIGRANT HOUSING  
Adopt a Resolution approving Fiscal Years 2021-2023 operations and maintenance contract (#21-OMS-16178) for the Williams Migrant Center with the **State of California Department of Housing and Community Development** in an amount not to exceed \$1,294,754.00. **Further**, authorize the County Administrative Officer to execute said contract and any amendments thereto on behalf of the County.

11. BOARD OF SUPERVISORS/CCEA, CCMC & UNREPRESENT GROUP  
Approve Monday, December 27, 2021 as Colusa County Employees' Association (CCEA), Colusa County Management Coalition (CCMC) and the Unrepresented Group Floating Holiday for FY 2021-2022.
12. HUMAN RESOURCES/PERSONNEL  
Revisit Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.
13. PURCHASING AND PROCUREMENT/SHERIFF  
Ratify the purchase of eight Motorola APX6000 portable radios from Sutter Buttes Communications using CMAS contract 17724-HGAC (TX) in the amount of \$36,955.13.
14. PURCHASING AND PROCUREMENT/CSA 1  
Ratify purchase of one Taylor generator through ACCO Engineered Systems using CMAS contract 4-18-56-0071B--GS-07F-5666R for CSA 1 in the amount of \$45,653.00.
15. SHERIFF/OES  
Adopt a Resolution certifying continuance of local drought emergency, first proclaimed by Sheriff Garofalo on June 16, 2021 and ratified by the Board on June 22, 2021.

### **END OF CONSENT AGENDA**

- III. HUMAN RESOURCES/HEALTH & HUMAN SERVICES
  1. A. Adopt the revised job description and salary recommendation for the classification of Nursing Supervisor at salary range MGT29, \$6,993 - \$8,958 per month.
  - B. Adopt the revised job description and salary recommendation for the classification of Deputy Director Health and Human Services at salary range MGT35, \$8,112 - \$10,388 per month.
  - C. Adopt the range adjustment for the classifications of Program Manager II from MGT23, \$6,027 - \$7,721 to MGT29, \$6,993 - \$8,958 per month.
  - D. Adopt the range adjustment for the classification of Staff Services Manager from MGT23, \$6,027 - \$7,721 to MGT29, \$6,993 - \$8,958 per month.
  - E. Adopt the revised job descriptions for the following classifications: Health Program Specialists I/II/III, Health Program Specialist Supervisor.
  - F. Approve the revised job description to create a flexibly staffed Public Health Nurse I/II/III series.

#### HUMAN RESOURCES/HEALTH & HUMAN SERVICES

2. Approve a Step 3 appointment for Verena Garvin, Eligibility Specialist II, MSC Range 17, \$3,204 per month, effective August 18, 2021. **(4/5th vote required)**

HUMAN RESOURCES/HEALTH & HUMAN SERVICES

3. Approve a Step 3 appointment for Juanita Rodriguez, Eligibility Specialist III, MSC Range 21, \$3,539 per month, effective August 18, 2021. **(4/5th vote required)**

HUMAN RESOURCES/PUBLIC WORKS

4.
  - A. Approve the revised job description to create a flexibly staffed Road Maintenance Worker I/II/III/IV series.
  - B. Approve the revised job description for the Road Maintenance Lead worker
  - C. Amend the Position Allocation Schedule for the Public Works Department to update the Road Maintenance Worker I/II allocations to Road Maintenance Worker I/II/III/IV.

HUMAN RESOURCES/DISTRICT ATTORNEY

5.
  - A. Approve the revised job description to create a flexibly staffed District Attorney Investigator I/II series at the following ranges: District Attorney Investigator I DSS27 (\$5,156 - \$6,607), District Attorney Investigator II DSS31 (\$5,695 - \$7,295); and allocate the additional classification level of District Attorney Investigator II to the Deputy Sheriffs' Association unit.
  - B. Amend the District Attorney's Office Position Allocation Schedule with the above changes.

HUMAN RESOURCES/TREASURER-TAX COLLECTOR-ELECTED

6. Approve a salary adjustment for the elected position of Treasurer/Tax Collector effective January 1, 2023.

HUMAN RESOURCES

7. Adopt Revised Job Class Table reflecting addition of new classification and classification range changes adopted by the Board on August 17, 2021.

HUMAN RESOURCES

8. Issue a Letter of Intent to move Colusa County from Interagency Merit Systems to Approved Local Merit Systems status under CalHR's Merit System Services Program.

**IV.** AUDITOR

1. Adopt a Resolution for General Fund and Maintenance Area No. 1 appropriation limit for Fiscal Year 2021-2022.
2. Approve Special Claims.

**V.** PURCHASING AND PROCUREMENT/PROBATION

1. Approve contract with **RECONNECT**, to furnish the County with software services for accountability management, effective July 1, 2021.

**VI.** COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING & BUILDING

1. Review, identify any questions, and provide direction on the potential adoption of the County-wide development impact fee update effort.

2. Review the City of Colusa's proposed findings to overrule the adoption of the Airport Land Use Commission's Resolution No. 21-003 which found that the CIP Residential Project is inconsistent with the Airport Land Use Compatibility Plan and provide comment and direction on submitting a comment letter to the Colusa City Council.

**VII. COUNTY COUNSEL/ASSESSOR**

1. **SITTING AS THE COLUSA COUNTY BOARD OF EQUALIZATION**

Adopt Findings of Facts and Ruling on Assessment Appeal No. 20-06 Olam Tomato Processors Inc.

**VIII. COUNTY ADMINISTRATIVE OFFICE**

1. Approve FY 20/21 Revenue and Appropriations Inter-Budget Adjustments No.'s 029-036. **(4/5 vote required)**
2. Approve FY 21/22 Revenue and Appropriations Inter-Budget Adjustments No.'s 001-002. **(4/5 vote required)**

**COUNTY ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS**

3. Appoint Liaisons to the following:
  - Colusa City Council
  - Colusa County Chamber of Commerce
  - Colusa County Farm Show/Fair Board
  - Colusa County Fire Chiefs Association (Established 1/21/2020)
  - Resource Conservation District and
  - Williams City Council

**IX. SUPERVISORS' REPORTS OR COMMENTS**

**X. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS**

**RECESS**

**XI. CLOSED SESSION/COUNTY COUNSEL**

1. EMPLOYEE PERFORMANCE EVALUATION  
California Government Code Section 54957 (b) Title: Public Health Officer
2. CONFERENCE WITH LABOR NEGOTIATOR  
Pursuant to California Government Code §54957.6  
Designated Negotiator: Dr. Jolene E. Church, Human Resources Director  
Employee Organizations: All Units

**9:30 a.m. PUBLIC HEARING/COMMUNITY DEVELOPMENT/PLANNING & BUILDING**

1. Public Hearing and adoption of a Resolution implementing an amended Williamson Act program for 2022 by reducing the term of Williamson Act and Farmland Security Zone contracts and directing staff to take necessary actions.

**10:00 a.m.** MILESTONE RECOGNITION/HUMAN RESOURCES

1. Employee Recognition Presentation honoring County employees reaching milestone years of service for the County of Colusa between January 1, 2021 and June 30, 2021. Reception will immediately follow in the Board of Supervisors Conference Room, first floor Room 102B, Historic Courthouse.

**ADJOURN**

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview 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**.  
**Note:** No Board action shall be taken on comments received.

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, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.