



BOARD OF SUPERVISORS

Terrell Swofford, Vice Chair 1st District
Robert A. Meacher, Chair 2nd District
Sharon Thrall, 3rd District
Lori Simpson, 4th District
Jon Kennedy, 5th District

MEETING MINUTES

REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON MARCH 06, 2012

STANDING ORDERS

11:00 A.M. CALL TO ORDER/ROLL CALL

In the absence of the Chair and Vice Chair of the Board, the Clerk of the Board calls the meeting to order and asks for a motion to appoint a Chair Pro Tem.

Motion: appoint Supervisor Sharon Thrall as Chair Pro Tem in the absence of the Chair and Vice Chair, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

Present: Supervisor Swofford, Supervisor Simpson, Supervisor Thrall, Supervisor Kennedy.
Absent/Excused: Supervisor Meacher.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

Present: Supervisor Simpson, Supervisor Thrall, Supervisor Kennedy.
Absent/Excused: Supervisor Swofford, Supervisor Meacher.

In attendance are Jack Ingstad, County Administrative Officer, Craig Settlemire, County Counsel and Nancy DaForno, Clerk of the Board

FLAG SALUTE

Supervisor Simpson leads the flag salute.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Jack McLaughlin regarding simulated reserve and corridor system to protect biodiversity.

ACTION AGENDA

Convened as the Flood Control District Governing Board

SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Grizzly Ranch Community Services District; Beckwourth County Service Area; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District.

1. 11:10 **FLOOD CONTROL AND WATER CONSERVATION DISTRICT** – Robert Perreault and Randy Wilson

Continued from February 21, 2012, mid-year financial report and transition plan for management of the Plumas County Flood Control and Water Conservation District. Discussion, possible action and/or direction to staff (request to continue to March 13, 2012)

Motion: approve request to continue this matter to March 13, 2012, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Simpson.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

Adjourned as the Flood Control District Governing Board and reconvene as the Board of Supervisors

2. 11:15 **BOARD OF SUPERVISORS**

- A.  **Plumas County Coordinating Council** – Consider proposed Memorandum of Agreement prepared by USFS, BLM, RCRC, and CSAC purporting to help improve interagency relationships in regard to management of federal public lands and national forests in California. Discussion, possible action and/or direction to staff

Draft letter presented to the Board for consideration. The Board of Supervisors is respectfully declining to participate in the proposed MOA procedure as outlined in a letter to the Regional Council of Rural Counties.

Following discussion, **Motion:** approve and authorize the Chair to sign letter to RCRC regarding Memorandum of Agreement between BLM, USFS, CSAC and RCRC declining to participate, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Simpson.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

- B. Approve and authorize the Chair to sign Audit Services Contract of \$154,680 with Smith and Newell, CPA's to conduct the County's audit for the next three years

Motion: Approve and authorize the Chair to sign Audit Services Contract of \$154,680 with Smith and Newell, CPA's to conduct the County's audit for the next three years, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Simpson.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

C. CORRESPONDENCE

Letter of complaint regarding snow plowing, subject subdivision was not county roads

D. INFORMATIONAL ANNOUNCEMENTS

Report by Supervisor Thrall regarding issues related to County government and include Townhall Meeting held by Supervisor Thrall in Chester regarding possible closure of schools in Plumas County and to provide a forum to discuss the matter

Report by Supervisor Kennedy regarding issues related to County government and include CSAC Board of Directors meeting; League of Women Voters

Report by Supervisor Simpson regarding issues related to County government and include Quincy Library Group meeting; Animal Rescue Group; Tuskegee Airmen event in Quincy and presentation of Proclamation

E. Appointments

C-ROAD COMMUNITY SERVICES DISTRICT

Pursuant to Government Code §1780, appoint Becky Smith to the C-Road Community Services District Board to form a quorum necessary to conduct business

Motion: Pursuant to Government Code §1780, appoint Becky Smith to the C-Road Community Services District Board to form a quorum necessary to conduct business, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Simpson.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

**3. 11:30 COUNTY ADMINISTRATIVE OFFICE – Jack Ingstad
DEPARTMENTAL MATTERS**

A. FAIR – John Steffanic

Approve request to replenish petty cash funds, including receipt over one-year old and some special charges for purchases made prior to the current department management. Julie White, Treasurer/Tax Collector requests this matter be removed from the agenda to address procedures.

John Steffanic, Fair Manager withdraws the request to replenish petty cash funds at this time.

B. SHERIFF – Greg Hagwood

Approve and authorize the Chair to sign contract with US Script to provide prescription medications to inmates of the Plumas County Correctional Facility. Approved as to form by County Counsel

Following discussion, this matter is continued to March 20, 2012.

C. **PROBATION** – Sharon Reinert

Approve supplemental budget of \$103,077 for Drug Court/CDCI FY 2011-2012 revenue; and request to exempt the Probation Department from the potential requirement by the Auditor for allocation of a .5FTE to reimburse the General Fund

Motion: Approve supplemental budget of \$103,077 for Drug Court/CDCI FY 2011-2012 revenue, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

Motion: approve request to exempt the Probation Department from the potential requirement by the Auditor for allocation of a .5FTE to reimburse the General Fund, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

D. **MUSEUM** – Scott Lawson

Approve and authorize the Chair to sign revised by-laws for the Plumas County Museum Board of Directors. Approved as to form by County Counsel

Motion: Approve and authorize the Chair to sign revised by-laws for the Plumas County Museum Board of Directors, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

E. **PUBLIC HEALTH AGENCY** – Mimi Hall

- 1) Approve various mid-year Supplemental Budget adjustments to Public Health Agency for departments 20830 of \$2,060; 70560 of (\$24,700) and \$22,000; and 70630 of \$61,960 to bring county budgets in line with final grant approved allocations and budgets

Motion: Approve various mid-year Supplemental Budget adjustments to Public Health Agency for departments 20830 of \$2,060; 70560 of (\$24,700) and \$22,000; and 70630 of \$61,960 to bring county budgets in line with final grant approved allocations and budgets, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

- 2) Adopt **RESOLUTION** amending the FY 2011-2012 County Personnel Allocation in department 70559, 70560, 70561 and 70566 due to changes in grant approved budgets, change in status of an independent contractor to employee and addition of Assistant Director of Public Health position.

Roll call vote

This matter is removed from the agenda to be addressed at a later date.

F. HUMAN RESOURCES – Gayla Trumbo

1) Adopt **RESOLUTION** approving job descriptions and salary classification of Treasurer/Tax Collections Officer I/II. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7761 approving job descriptions and salary classification of Treasurer/Tax Collections Officer I/II retroactive to February 16, 2012, **Action:** **Approve, Moved by Supervisor Kennedy, Seconded by Supervisor Simpson.**

Vote: Motion carried by unanimous roll call vote (summary: Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

2) Adopt **RESOLUTION** to amend the position allocation as requested in the reorganization of the Treasurer/Tax Collector Department 20050. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7760 to amend the position allocation as requested in the reorganization of the Treasurer/Tax Collector Department 20050, **Action:** **Approve, Moved by Supervisor Simpson, Seconded by Supervisor Kennedy.**

Vote: Motion carried by unanimous roll call vote (summary: Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

G. HIGH SIERRA ANIMAL RESCUE

Adopt **RESOLUTION** supporting the application for grant funding for the coalition for responsible pet ownership for a Plumas County Low Cost Spay & Neuter Program. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7762 supporting the application for grant funding for the coalition for responsible pet ownership for a Plumas County Low Cost Spay & Neuter Program, **Action:** **Approve, Moved by Supervisor Simpson, Seconded by Supervisor Kennedy.**

Vote: Motion carried by unanimous roll call vote (summary: Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

4. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

Motion: approve the following consent agenda matters, **Action:** **Approve, Moved by Supervisor Simpson, Seconded by Supervisor Kennedy.**

Vote: Motion carried by unanimous roll call vote (summary: Yes = 3).

Yes: Supervisor Kennedy, Supervisor Simpson, Supervisor Thrall.

Absent: Supervisor Meacher, Supervisor Swofford.

A. CLERK OF THE BOARD

Approve Board minutes for February 2012

B. TREASURER/TAX COLLECTOR

Adopt **RESOLUTION** No. 12-7763 authorizing the Tax Collector to sell tax-defaulted property subject to the Power of Sale

C. MUSEUM

Approve supplemental budget transfer of \$150 from 45310-Museum Fees to 521900-Professional Services to cover costs for Museum Director consultant listing

D. AUDITOR/CONTROLLER

Approve supplemental budget of \$34,416 for unanticipated costs associated with a homicide trial

E. EMERGENCY SERVICES

Approve and authorize the Chair to sign contract with Sue McCourt for services as Fire Prevention Specialist and approve Title III supplemental budget transfer of \$25,000 accordingly. Approved as to form by County Counsel

F. SHERIFF

Approve and authorize the Chair to sign contract with Property Room.Com for sell of all unclaimed evidence, asset forfeiture property. Approved as to form by County Counsel

G. PUBLIC WORKS

Solid Waste - Approve budget transfer of \$6,500 from Capital Improvements-540111 to Special Department Expense-524400 for solid waste state fees

H. PUBLIC HEALTH AGENCY

- 1) Approve Annual Plumas County Children's Medical Services Plan and budget for FY 2011-2012 and authorize the Chair to sign Certification Statement
- 2) Approve contract modification No. 1 to Senior Services Budget Unit 20830 of \$2,060 as a result of a one-time augmentation from the Area Agency on Aging and authorize the Director of Public Health to sign

I. AGRICULTURE

Approve budget transfer of \$6,100 for purchase of fixed assets (spray equipment and modifications needed for spray truck)

J. AIRPORTS

Authorize payment of invoices to Cashman Equipment of \$7,881 for service and repair to snow blower for Chester Rogers Field

5. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- B. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Department Employees Association, Operating Engineers Local #3, and Confidential Employees

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

- A. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956

This matter was not addressed

- B. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Department Employees Association, Operating Engineers Local #3, and Confidential Employees

There was no reportable action taken

ADJOURNMENT

Adjourned meeting to Tuesday, March 13, 2012, Board of Supervisors Room 308, Courthouse, Quincy, California.