



## **BOARD OF SUPERVISORS**

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

## **MEETING MINUTES**

### **REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON DECEMBER 11, 2012**

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## **STANDING ORDERS**

10:00 A.M.

### **CALL TO ORDER/ROLL CALL**

Present: Supervisor Swofford, Supervisor Simpson, Supervisor Meacher, Supervisor Thrall, Supervisor Kennedy

In attendance are Craig Settlemire, County Counsel and Nancy DaForno, Clerk of the Board

### **INVOCATION AND FLAG SALUTE**

Pastor Tarleton offers the invocation and Supervisor Simpson leads the flag salute.

### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

### **PUBLIC COMMENT OPPORTUNITY**

Supervisor Simpson commends all county employees for all their hard work during the recent storms.

### **DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS**

Randy Wilson, Planning Director addresses the Board regarding Prop 84 Integrated Regional Water Management Planning Grants.

## ACTION AGENDA

### **Convene as the County Service Area #12 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. 10:15 COUNTY SERVICE AREA #12 – Robert Perreault**

Appoint a representative from the CSA #12 Governing Board to the Social Services Transportation Advisory Agency

**Motion:** Appoint Supervisor Thrall as representative from the CSA #12 Governing Board to the Social Services Transportation Advisory Agency, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Swofford.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

### **Adjourn as the County Service Area #12 Governing Board and reconvene as the Board of Supervisors**

#### **2. 10:20 DEPARTMENTAL MATTERS**

##### **A. PUBLIC WORKS – Robert Perreault**

Adopt **RESOLUTION** to amend the Plumas County Position Allocation for Budget Year 2012-2013 to add 1.0 FTE Public Works Maintenance Worker I/II/III within the Road Department (20521). **Roll call vote**

**Motion:** Adopt **RESOLUTION No. 12-7832** to amend the Plumas County Position Allocation for Budget Year 2012-2013 to add 1.0 FTE Public Works Maintenance Worker I/II/III within the Road Department (20521), **Action:** Approve, **Moved by** Supervisor Swofford, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

##### **B. SOCIAL SERVICES – Elliott Smart**

###### **1) Presentation of Social Services Trends Report for quarter ending September 30, 2012**

The Board receives a presentation by Elliott Smart, Director of Social Services. The Board receives and files the report as presented.

###### **2) Consider request to fill a vacant Benefits Assistance Counselor I/II position. Discussion and possible action**

**Motion:** authorize the Department of Social Services to fill a vacant Benefits Assistance Counselor I/II position, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

- 3) Authorize the Department of Social Services to fill a vacant Social Worker I/II/III position in the Child Protective Services Program

**Motion:** Authorize the Department of Social Services to fill a vacant Social Worker I/II/III position in the Child Protective Services Program, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

- 4) Authorize the Department of Social Services to fill a vacant Social Services Aide position in the Child Protective Services Program

**Motion:** Authorize the Department of Social Services to fill a vacant Social Services Aide position in the Child Protective Services Program, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

C. **PLANNING** – Randy Wilson

Status report on General Plan Update

D. **LIBRARY** – Lynn Sheehy

- 1) Adopt **RESOLUTION** Establishing County Office Hours (winter hours for branch libraries in Plumas County). **Roll call vote**

**Motion:** Adopt **RESOLUTION No. 12-7833** Establishing County Office Hours (winter hours for branch libraries in Plumas County), **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Swofford.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

- 2) Consider request to fill a recently vacated .50 FTE Librarian position as a permanent position.  
Discussion and possible action

**Motion:** approve request to fill a recently vacated .50 FTE Librarian position as a permanent position,

**Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

E. **PROBATION** – Sharon Reinert

- 1) Request to appropriate \$5,862 from the General Fund Contingency to Probation Department 20400 to cover utility expenses through March 2013. **Four/fifths required roll call vote**

**Motion:** approve request to appropriate \$5,862 from the General Fund Contingency to Probation Department 20400 to cover utility expenses through March 2013, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Thrall.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

2) Approve budget transfer of \$3,000 from New Employee Training (527503) to Other Wages (51020)

**Motion:** Approve budget transfer of \$3,000 from New Employee Training (527503) to Other Wages (51020), **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

**3. 11:10 BOARD OF SUPERVISORS**

**A. CORRESPONDENCE**

None

**B. INFORMATIONAL ANNOUNCEMENTS**

None

**C. APPOINTMENTS**

**PLUMAS-SIERRA COUNTY FAIR BOARD**

Appoint Kate West to the Plumas-Sierra County Fair Board representing District 3

**Motion:** Appoint Kate West to the Plumas-Sierra County Fair Board representing District 3, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Simpson.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

**4. 11:30 WESTERN ECONOMIC & NATURAL RESOURCES ASSOCIATION**

PowerPoint presentation regarding economic recovery and natural resources. Discussion, possible action and/or direction to staff

**5. 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 as presented, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Swofford.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

**A. ELECTIONS**

- 1) Certify results of the November 06, 2012 General Election
- 2) Adopt **RESOLUTION No. 12-7834** authorizing the Plumas County Clerk-Recorder. Registrar of Voters to conduct and all mailed ballot election on June 04, 2013 within the boundaries of the Quincy Fire Protection District, a Measure submitting to the Voters of the District, Approval to Adopt a Special Tax

**B. CLERK OF THE BOARD**

Approve Board minutes fro November 2012

**C. SHERIFF**

- 1) Approve and authorize the Sheriff to sign Communications Vault Lease for repeater space in the Black Mountain Communication vault owned by the State of California Department of General Services. Approved as to form by County Counsel
- 2) Approve budget transfer of \$5,500 from the Narcotics Fund (20343) Helicopter/Aircraft account (526300) to fixed asset account (545600) for purchase of investigation equipment
- 3) Authorize the Chair to execute service agreement with Kassbohrer All Terrain Vehicles, Inc. of \$20,000 to provide repair and service to the Sheriff's snow cat. Approved as to form by County Counsel
- 4) Approve budget transfer of \$17,000 from Retirement (51080) and Group Insurance (51090) to Other Wages (51020) and FICA/Medicare/OASDI (51100) for extra help and reserves
- 5) Approve budget transfer of \$58,942 from Retirement (51080), Group Insurance (51090), FICA/OASDI/Medicare (51100), and Clothing Allowance (51125) to Regular Wages (51000)
- 6) Authorize the Chair to execute Contract between the Plumas County Sheriff and Northfork Family Medicine of \$126,468; and authorize payment of invoices for service back to November 01, 2012. Approved as to form by County Counsel

**D. SOCIAL SERVICES**

Approve agreement between Fiscal Experts, Inc. and the Department of Social Services for Time Study Buddy, a web based software program for time study services, and authorize the Director of Social Services to sign; and approve and authorize the Director of Social Services to execute extensions of the agreement at the end of the current term subject to the availability of state and federal funds for this purpose. Approved as to form by County Counsel

**E. BOARD OF SUPERVISORS**

Ratify letter to Caltrans for encroachment permit - 23<sup>rd</sup> Annual Quincy Main Street Sparkle and Light Parade to be held December 7, 2012 from 4:30 p.m. to 6:30 p.m.

**F. FISH & GAME COMMISSION**

Authorize contribution of \$2,000 to Feather River Trout Unlimited in the Classroom Program for purchase of necessary equipment (aquariums, chillers, pumps, etc.)

**G. AGRICULTURE**

- 1) Receive and file the 2011 Plumas-Sierra County Crop Report and Sustainable Agriculture Report as presented
- 2) Authorize the Chair to execute a contract between Plumas County and CDFA for Pest Detection of \$5,693. Approved as to form by County Counsel
- 3) Authorize the Chair to execute Agreement between Plumas County and CDFA/USFS of \$15,000 for noxious weed control; and approve supplemental budget transfer of \$9,100 from Federal Noxious Weeds (44505) to ATV/Fixed Asset (541500) for purchase of ATV. Approved as to form by County Counsel

**H. PUBLIC HEALTH AGENCY**

- 1) Authorize the Chair to execute Memorandum of Understanding with Probation of \$103,077 for services provided to clients enrolled in the Adult Drug Court Program for FY 2012-2013. Approved as to form by County Counsel. **At the request of Public Health Agency, this matter is removed from the agenda and continued to December 18, 2012.**
- 2) Approve submission of application to the Blue Shield of California Foundation for Counties to support projects that will facilitate the transition of individuals into Medi-Cal and the California Health Benefit Exchange by 2014

**I. MENTAL HEALTH**

Authorize payment of invoices of \$39.94 from FY 2010-2011 for First Aid Training

**J. PUBLIC WORKS**

- 1) Authorize the Director of Public Works to execute a Professional Services Agreement with Vestra Resources, Inc. to perform Survey Services in Crescent Mills. Approved as to form by County Counsel
- 2) Authorize the Director of Public Works to execute a Professional Services Agreement with Michael Dequine and Associates, Inc. to perform Survey Services on Baker Way in Quincy. Approved as to form by County Counsel

**K. AIRPORTS**

Award of bid to the lowest responsive bidder, Wilburn Construction for Gansner Airport Construction Project of \$103,826, and authorize the Chair to sign the contract. Approved as to form by County Counsel

**NOON RECESS**

**6. 1:30 P.M. CLOSED SESSION**

**ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

**Convene as the Plumas County In-Home Supportive Services Public Authority**

- A. Conference with Labor Negotiator regarding employee negotiations: California United Healthcare Workers

**Adjourn as the Plumas County In-Home Supportive Services Public Authority and reconvene as the Board of Supervisors**

- B. Personnel: Public employee appointment or employment – Agricultural Commissioner/Sealer of Weights & Measure
- C. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (c) of Government Code §54956.9 (1 case)
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- E. Conference with Labor Negotiators – Sheriff's Administrative Unit
- F. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Department Employees Association, Operating Engineers Local #3

**REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)**

- A. Conference with Labor Negotiator regarding employee negotiations: California United Healthcare Workers  
**There was no reportable action taken**

- B. Personnel: Public employee appointment or employment – Agricultural Commissioner/Sealer of Weights & Measure  
**There was no reportable action taken**

- C. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (c) of Government Code §54956.9 (1 case)  
**There was no reportable action taken**

- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9  
**There was no reportable action taken**

- E. Conference with Labor Negotiators – Sheriff's Administrative Unit  
**There was no reportable action taken**

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

**There was no reportable action taken**

**ADJOURNMENT**

Adjourned meeting to Tuesday, December 18, 2012, Board of Supervisors Room 308, Courthouse, Quincy, California.