



## **BOARD OF SUPERVISORS**

Terrell Swofford, Chair 1<sup>st</sup> District

Kevin Goss, 2<sup>nd</sup> District

Sharon Thrall, 3<sup>rd</sup> District

Lori Simpson, 4<sup>th</sup> District

Jon Kennedy, Vice Chair 5<sup>th</sup> District

## **MEETING MINUTES**

### **REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON FEBRUARY 19, 2013**

## **STANDING ORDERS**

11:00 A.M.

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

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

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

### **PLEDGE OF ALLEGIANCE**

Supervisor Thrall leads the pledge of allegiance.

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

None

### **PUBLIC COMMENT OPPORTUNITY**

None

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

None

## ACTION AGENDA

### 1. 11:10 FRIENDS OF PLUMAS COUNTY ANIMALS

Continued from January 08, 2013, consider request for return of enclosure donated by Friends of Plumas County Animals to the Plumas County Animal Shelter. Discussion and possible action

**Motion:** table this matter to a later date, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Thrall. **The motion is withdrawn by Supervisor Kennedy and Supervisor Thrall.**

**Motion:** deny the request for return of enclosure donated by Friends of Plumas County Animals to the Plumas County Animal Shelter, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

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

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

### 2. 11:20 LASSEN VOLCANIC NATIONAL PARK – Darlene Koontz

Presentation of the Facilitated Learning Analysis Review on the Reading Fire soon to be released by the National Park Service; and discussion regarding the fire severity maps and detailed information on the effects of the Reading fire

### 3. 11:35 DEPARTMENTAL MATTERS

#### A. SHERIFF – Greg Hagwood

Ratify and authorize the Auditor to reimburse Sheriff Hagwood \$333.40 for lodging expenses incurred in connection with presentation by Rea Coptika of Western State Resource Alliance

**Motion:** approve the request of Sheriff Hagwood to ratify and authorize the Auditor to reimburse Sheriff Hagwood \$333.40 for lodging expenses incurred in connection with presentation by Rea Coptika of Western State Resource Alliance recognizing that the information presented to the Board at the time was beneficial to the County, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Thrall.

**Vote:** Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0).

**Yes:** Supervisor Goss, Supervisor Kennedy, Supervisor Swofford, Supervisor Thrall.

**No:** Supervisor Simpson.

#### B. OFFICE OF EMERGENCY SERVICES – Jerry Sipe

- 1) Receive quarterly report from the County Fire Prevention Specialist
- 2) Approve and authorize the Chair to execute a new services agreement with Sue McCourt for continuing services as Fire Prevention Specialist for Plumas County. Approved as to form by County Counsel

**Motion:** Approve and authorize the Chair to execute a new services agreement with Sue McCourt for continuing services as Fire Prevention Specialist for Plumas County, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

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

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

C. **SOCIAL SERVICES** – Elliott Smart

Authorize a time limited increase in the Department of Social Services personnel allocation of Benefits Assistance Counselors I/II/III by 1.0 FTE effective immediately and ending July 01, 2013 unless extended by action of the Board; and authorize the Department of Social Services to fill the position as soon as administratively possible. Fiscal Impact: No impact to the General Fund

**Motion:** Authorize a time limited increase in the Department of Social Services personnel allocation of Benefits Assistance Counselors I/II/III by 1.0 FTE effective immediately and ending July 01, 2013 unless extended by action of the Board; and authorize the Department of Social Services to fill the position as soon as administratively possible, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Goss.

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

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

D. **LIBRARY**- Lynn Sheehy

- 1) Discussion and possible action to consider request to add ten hours to the County Librarian's work week to perform the duties of the .5 librarian position recently approved by the Board. Fiscal Impact: Request is budgeted for FY 2012-2013, no impact to the General Fund

**Motion:** approve request to add ten hours to the County Librarian's work week to perform the duties of the .5 librarian position recently approved by the Board, **Action:** Approve, **Moved by** Supervisor Goss, **Seconded by** Supervisor Thrall.

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

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

- 2) Authorize Human Resources to issue a 30 day layoff notice for the position of Sierra Literacy Program Assistant

**Motion:** Authorize Human Resources to issue a 30 day layoff notice for the position of Sierra Literacy Program Assistant, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

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

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

E. **AUDITOR/CONTROLLER** – Roberta Allen

Discussion and possible action to consider language included in the proposed legislative bill to allocate the balance of the Plumas County supplemental tax impound account; authorize Craig Goodman to move forward with the State Association of County Auditors toward passage of the proposed bill into law; and appoint two Board members to serve as a legislative sub-committee

**Motion:** upon report and recommendation of Craig Goodman, Consultant, approve request to consider language included in the proposed legislative bill to allocate the balance of the Plumas County supplemental tax impound account; authorize Craig Goodman to move forward with the State Association of County Auditors toward passage of the proposed bill into law; and appoint two Board members to serve as a legislative sub-committee (Supervisor Goss and Supervisor Kennedy), **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Thrall.

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

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

#### 4. PUBLIC AGENCY RETIREMENT SERVICES (PARS)

A. Continued from January 15, 2013, adopt **RESOLUTION** to participate in the PARS Public Agencies Post-Retirement Health Care Plan Trust to fund post-employment benefits for its employees as specified in the County's policies and/or applicable collective bargaining agreements; and designate a position as the County's Plan Administrator for the Program. **Roll call vote**

**Motion:** adopt **RESOLUTION** No. 13-7846 to participate in the PARS Public Agencies Post-Retirement Health Care Plan Trust to fund post-employment benefits for its employees as specified in the County's policies and/or applicable collective bargaining agreements; and designate the County's Plan Administrator for the Program (Treasurer/Tax Collector as Primary and the Auditor/Controller as Alternate), **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Goss.

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

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

B. Continued from January 15, 2013, authorize the Chair to execute an Agreement for Administrative Services between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services (PARS) and the County of Plumas

**Motion:** authorize the Chair to execute an Agreement for Administrative Services between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services (PARS) and the County of Plumas, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

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

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

#### 5. BOARD OF SUPERVISORS

A. **CONTINUED PUBLIC HEARING:** Adopt **RESOLUTION** amending the Master Fee Schedule establishing service fees for County Departments (Engineering; Facility Services). **Roll call vote**

The public hearing is opened. There being no comment, the public hearing remain open and is continued to March 05, 2013.

**Motion:** continue the public hearing to March 05, 2013 due to receipt of additional information since the posting of the agenda, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Goss.

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

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

#### B. CORRESPONDENCE

#### C. INFORMATIONAL ANNOUNCEMENTS

None

#### D. APPOINTMENTS

##### ALMANOR BASIN WATERSHED ADVISORY COMMITTEE (ABWAC)

Appoint Jeffrey Greening to ABWAC to fill a vacancy; and re-appoint David Durkin, Dick Daniel and Peggy Fulder as recommended

**Motion:** Appoint Jeffrey Greening to ABWAC to fill a vacancy; and re-appoint David Durkin, Dick Daniel and Peggy Fulder as recommended, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

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

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

## **6. 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:** Adjourn, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Goss.

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

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

### **A. TREASURER/TAX COLLECTOR**

Adopt **RESOLUTION** No. 13-7844 renewing delegation of authority to Treasurer to invest and reinvest County funds and funds of other depositors

### **B. SHERIFF**

- 1) Approve budget transfer for Jail of \$30,000 from Regular Wages (51000) to Inmate Food (520303). Approved by Auditor/Controller
- 2) Approve budget transfer of \$11,254 and authorize the Auditor to return unspent grant funds of \$5,210.62 received in advance from the U.S. Department of Justice Drug Enforcement Administration. Approved by Auditor/Controller

### **C. PUBLIC HEALTH AGENCY**

- 1) Approve supplemental budget of \$17,500 for receipt of unanticipated revenue (Department 20621 – Emergency Medical Services). Approved by Auditor/Controller
- 2) Approve submittal of the annual proposal to the Area Agency on Aging for funding of the Senior Nutrition and Transportation Programs in Plumas County for FY 2013-2017

### **D. HUMAN RESOURCES**

Adopt **RESOLUTION** No. 13-7845 ratifying the Memorandum of Understanding between the County of Plumas and the Probation Unit; and Probation Mid-management Unit represented by Operating Engineers Local #3

### **E. MENTAL HEALTH**

- 1) Authorize the Director of Mental Health to execute Professional Single Case Agreement with BHC Heritage Oaks Hospital for inpatient mental health services. Approved as to form by County Counsel
- 2) Authorize the Director of Mental Health to execute Professional Services Agreement with Dignity Health formerly CHW Medical Foundation for inpatient mental health services. Approved as to form by County Counsel

## **NOON RECESS**

7. 1:30 P.M. **PLUMAS COUNTY FORESTER** – Frank Stewart  
Receive verbal final report from Frank Stewart, Plumas County Forester

8. 1:45 **PUBLIC WORKS** – Robert Perreault

A. **Solid Waste Program:** Consider request of Plumas Sanitation for a Permit to bypass the Delleker Transfer Station. Discussion, possible action and/or direction to staff

Following discussion, **Motion:** Authorize the Director of Public Works to work with the parties involved (Plumas Sanitation, Intermountain Disposal, Feather River Disposal, and County Counsel) and return to the Board,

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

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

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

B. Consider request of five counties (Butte, Lassen, Plumas, Shasta, Tehama) that the Lassen National Forest reclassify certain roadways from ML-3 to ML-2. Discussion, possible action and/or direction to staff

**Motion:** approve request of five counties (Butte, Lassen, Plumas, Shasta, Tehama) that the Lassen National Forest reclassify certain roadways from ML-3 to ML-2, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Thrall.

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

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

C. Consider proposed revisions to the Existing Rule 20A Boundary Map, Greenville, CA. Discussion, possible action and/or direction to staff

**Motion:** approve proposed revisions to the Existing Rule 20A Boundary Map, Greenville, CA, **Action:**

Approve, **Moved by** Supervisor Goss, **Seconded by** Supervisor Thrall.

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

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

D. Authorize the Department of Public Works to fill two vacant, funded positions (2.0 FTE Power Equipment Mechanic I/II)

**Motion:** Authorize the Department of Public Works to fill two vacant, funded positions (2.0 FTE Power Equipment Mechanic I/II), **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Kennedy.

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

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

9. 2:30 **CLOSED SESSION**

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

- A. Personnel: Public employee appointment or employment – Director of Facility Services
- B. Conference with real property negotiator: 424 North Mill Creek Road, Quincy, CA (Plumas Bank building/property)
- C. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3

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

A. Personnel: Public employee appointment or employment – Director of Facility Services

**There was no reportable action taken.**

B. Conference with real property negotiator: 424 North Mill Creek Road, Quincy, CA (Plumas Bank building/property)

**There was no reportable action taken.**

C. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9

**There was no reportable action taken.**

D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3

**There was no reportable action taken.**

**ADJOURNMENT**

Adjourned meeting to Tuesday, March 05, 2013, Board of Supervisors Room 308, Courthouse, Quincy, California.