



### **Board of Supervisors**

Dwight Ceresola, Vice Chair 1st District  
Kevin Goss, Chair 2nd District  
Tom McGowan, 3rd District  
Greg Hagwood, 4th District  
Jeff Engel, 5th District

### **MEETING MINUTES**

## **ADJOURNED REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON JANUARY 3, 2023**

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### **STANDING ORDERS**

Due to the Coronavirus disease (COVID-19) Public Health Emergency, dated March 16, 2020, the County of Plumas is making several changes related to Board of Supervisors meetings to protect the public's health and prevent the disease from spreading locally.

The Plumas County Health Officer Recommendation Regarding Teleconferencing, issued on September 30, 2021, recommends local legislative bodies, such as commissions, committees, boards, and councils, hold public meetings with teleconferencing as authorized by Government Code section 54953 (e).

Pursuant to Government Code section 54953 (e) and to maintain the orderly conduct of the meeting, the County of Plumas members of the Board of Supervisors may attend the meeting via teleconference or phone conference and participate in the meeting to the same extent as if they were physically present. Due to Government Code section 54953(e), the Boardroom will be open to the public but subject to state or federal social distancing or masking requirements, if applicable. It is strongly recommended that individuals attending meetings wear masks. The public may participate as follows:

#### **Live Stream of Meeting**

Members of the public who wish to watch the meeting, are encouraged to view it [LIVE ONLINE](#)

#### **ZOOM Participation**

The Plumas County Board of Supervisors meeting is accessible for public comment via live streaming at: <https://zoom.us/j/94875867850?pwd=SGlSeGpLVG9wQWtRSnNUM25mczlvZz09> or by phone at: Phone Number 1-669-900-9128; Meeting ID: 948 7586 7850. Passcode: 261352

#### **Public Comment Opportunity/Written Comment**

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting.

Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address [Public@countyofplumas.com](mailto:Public@countyofplumas.com)

## **CALL TO ORDER**

### **Roll Call.**

**Present:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 3 McGowan, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel

## **PLEDGE OF ALLEGIANCE**

Supervisor Tom McGowan led the Pledge of Allegiance.

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

No Items removed at this time.

## **PUBLIC COMMENT OPPORTUNITY**

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes

Pastor George Tarleton offered a prayer for the county and the Board.

Eva Hagwood, a Plumas County Child Welfare Social worker, spoke during Public Comment advocating for employee pay increases.

## **DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS**

Brief announcements by, or brief reports on their activities by County Department Heads

Planning Director Tracey Ferguson, updated the Board of Planning Commission District 2, and District 3 seat vacancies.

## **ACTION AGENDA**

### **1. BOARD OF SUPERVISORS - UPDATES AND REPORTS**

A. Select Chair and Vice Chair of the Board of Supervisors for 2023

**Motion:** Supervisor Engel nominated Dwight Ceresola as Chair and Greg Hagwood as Vice Chair of the Board of Supervisors for 2023, **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 3 McGowan.

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

**Yes:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel, Supervisor - District 3 McGowan.

### **B. DIXIE FIRE COLLABORATIVE**

Report, update, and discussion on Dixie Fire Collaborative efforts

The Dixie Fire Collaborative was not present for a Board update.

## **2. 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 matters, as submitted.

**Action:** Approve, **Moved by** Supervisor- District 2 Goss, **Seconded by** Supervisor -District 5 Engel.

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

**Yes:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel, Supervisor - District 3 McGowan.

### **A. CLERK OF THE BOARD**

- 1) Approve Board Minutes for December 2022

### **B. BEHAVIORAL HEALTH**

- 1) Authorize the Interim Director of Behavioral Health to recruit and fill, funded and allocated, 1.0 FTE Behavioral Health Site Coordinator position; vacancy due to resignation.
- 2) Authorize the interim Director of Behavioral Health to recruit and fill, funded and allocated, 1.0 FTE Behavioral Health Administrative Assistant.

### **C. COUNTY COUNSEL**

- 1) Approve and authorize the Chair to sign an Agreement between Plumas County and Robert Zernich; an attorney to fill in as Public Defender until a new one is hired; effective December 13, 2022; approved as to form by County Counsel

### **D. INFORMATION TECHNOLOGY**

- 1) Approve and authorize the Chair to sign an Agreement between Plumas County IT department and CDW-G, LLC, to provide County network security; effective January 11, 2023; not to exceed \$38,963.00; approved as to form by County Counsel.

### **E. RISK MANAGEMENT**

- 1) Approve and authorize the Chair to ratify and sign an agreement between Risk Management and Restoration Management Consulting (RMC) Group, LLC for construction cost estimates to rebuild County Facilities destroyed by the Dixie Fire; effective August 22, 2022; approved as to form by County Counsel.

### **F. PUBLIC WORKS**

- 1) Approve and authorize the Chair to sign an Agreement between Plumas County Public Works department and the successful bidder, Ranch Fence, Inc. for fence repair work to be done at the Chester and Greenville Road Maintenance Yards; not to exceed \$73,461.00; approved as to form by County Counsel.

## **G. PUBLIC HEALTH AGENCY**

- 1) Approve and authorize the Public Health Director to recruit and fill; funded and allocated; one (1) FTE Admin Assistant I/II or Office Assistant I/II/III position, vacancy due to resignation.
- 2) Approve and authorize the Chair to sign two (2) certification statements from the California Department of Health Care Services for the Child Health and Disability Prevention Program, for Children in Foster Care; approved as to form by County Counsel.
- 3) Approve and authorize the Chair to ratify and sign an Agreement between Plumas County Public Health Department and Smile Products, Inc., a California Corporation; for lease of printers, parts, equipment and maintenance services; effective November 1, 2022; not to exceed \$50,000.00; approved as to form by County Counsel.

## **H. PROBATION**

- 1) Approve and authorize the Chair to ratify and sign an Agreement between the Plumas County Probation Department and Berry Enterprises, Inc., a Nevada corporation, dba Sierra Electronics in California for automotive component installation services; effective September 20, 2022; not to exceed \$4,500.00 in Fiscal Year 2022-2023, paid via grant funding, approved as to form by County Counsel.

## **3. 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; Plumas County Flood Control and Water Conservation District; Beckwourth County Service Area, Quincy Lighting District; and Crescent Mills Lighting District.

### **A. CONVENE AS THE WALKER RANCH COMMUNITY SERVICES DISTRICT GOVERNING BOARD**

- 1) Approve and authorize the Chair to ratify and sign Pump Service Task order No. 6 between the Walker Ranch Community Service District and Well Industries Inc. dba North State Pump and Electric for starter replacement and labor; work performed between July 5, 2022 and July 11, 2022; not to exceed \$12,414.27; approved as to form by County Counsel.

**Motion:** Approve and authorize the Chair to ratify and sign Pump Service Task order No. 6 between the Walker Ranch Community Service District and Well Industries Inc. dba North State Pump and Electric for starter replacement and labor; work performed between July 5, 2022 and July 11, 2022; not to exceed \$12,414.27; approved as to form by County Counsel., **Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 2 Goss.

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

**Yes:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel, Supervisor - District 3 McGowan.

### **B. ADJOURN AS THE WALKER RANCH SERVICE DISTRICT GOVERNING BOARD AND RECONVENE AS THE PLUMAS COUNTY BOARD OF SUPERVISORS.**

#### 4. DEPARTMENTAL MATTERS

##### A. HUMAN RESOURCES - Nancy Selvage

- 1) Adopt **RESOLUTION** adopting the Job Classification Plan affected by the California minimum wage rate schedule of \$15.50 an hour and approve Plumas County's Pay Schedule; discussion and possible action. **Roll call vote**

**Motion:** Adopt **RESOLUTION No. 23-8756** adopting the Job Classification Plan affected by the California minimum wage rate schedule of \$15.50 an hour and approve Plumas County's Pay Schedule; **Action:** Approve, **Moved by** Supervisor - District 4 Hagwood, **Second by** Supervisor - District 2 Goss.

**Vote:** Motion Passed by unanimous roll call vote (**summary:** Yes = 0).

**Yes:** None.

#### 5. COUNTY ADMINISTRATIVE OFFICE - DEBRA LUCERO

- A. Approve and authorize the reassignment of County payroll responsibilities and functions by moving these duties out of the Auditor - Controllers Office, and assigning the payroll responsibilities to the Human Resource Office to facilitate the migration from FinancePLUS (Pentimation) to Tyler/Munis' HR Module; and Adopt **RESOLUTION** to amend the position allocation for budget year 2022/2023 for the departments of #20035 and 20040; discussion and possible action. **Roll call vote.**

The County Administrative Officer, Debra Lucero, presented a brief background on the 15 year FinancePLUS (Pentimation) system. This report touched on several issues related to the need to transition the County payroll function from the current (Pentimation) system to the Tyler/Munis' HR Module.

The report discussed in detail a meeting with the Auditor-Controller, the Hired Consultant regarding the Auditor-Controller offices' current work load, training considerations, staffing issues and upcoming projects with immediate needs. The report further outlined and recommended the proposed reassignment of the County payroll functions and responsibilities to the Human Resource Department, and for the Board to adopt a Resolution to amend the position allocation for the 2022/2023 budget year to facilitate the migration.

##### **Following considerable discussion by all departments involved:**

**Motion:** Approve Board direction to the departments involved in the migration of payroll from the current system into the Tyler/ Munis Module, and for those parties to create a mutually agreed upon list of problems as well as a list of agreed upon solutions and return this matter to the Board of Supervisors on Tuesday, January 10, 2023; with a mutually agreed upon plan to move forward with the implimentation.

**Action:** Approve, **Moved by** Supervisor - District 4 Hagwood, **Seconded by** Supervisor - District 2 Goss.

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

**Yes:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel, Supervisor - District 3 McGowan.

**Motion:** Board direction to the departments involved in the migration of payroll from the current system into the Tyler/ Munis Module, and for those parties to create a mutually agreed upon list of problems and solutions and return this matter to the Board of Supervisors on Tuesday, January 10, 2023.

- B. Approve and authorize Human Resources, Risk Management and (a temporary move) of County Counsel to the Old Probation Department; and the approval of one-time funds to assist with the move; discussion and possible action. **Roll call vote**

The County Administrative Officer, Debra Lucero, presented a brief background on the current challenges the Human Resource Department is facing, and the proposed move of both Human Resources and Risk Management, faith a temporary move of County Counsel due to storm damage in their office located in the Courthouse.

**Following considerable discussion by all departments involved:**

**Motion:** Approve Board direction for both the Planning and Building, to compile costs as stipulated and return this matter to the Board of Supervisors on Tuesday, January 10, 2023, for discussion and possible action.

**6. BOARD OF SUPERVISORS**

- A. Review, pursuant to Health and Safety code section 101080, RESOLUTION No. 21-8609 ratifying the Declaration of Local Health Emergency due to the Beckwourth Complex, Dixie, and Fly Fires; discussion and possible action and recommendation to continue the emergency and bring it back within 30 days, on January 17, 2023

**Motion:** Continue Emergency, pursuant to Health and Safety code section 101080, RESOLUTION No. 21-8609 ratifying the Declaration of Local Health Emergency due to the Beckwourth Complex, Dixie, and Fly Fires; discussion and possible action and recommendation to continue the emergency and bring it back within 30 days, on January 17, 2023

**Action:** Approve, **Moved by** Supervisor - District 5 Engel, **Seconded by** Supervisor - District 2 Goss .

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

**Yes:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel, Supervisor - District 3 McGowan.

**B. APPOINTMENTS**

- 1) Review standing **Boards, Commissions, and Committees** and make the necessary appointments, and/ or reappointments.

**Motion:Approve** appointments and reappointments to Standing **Boards, Commissions, and Committees** as Stipulated.

**Action:** Approve, **Moved by** Supervisor - District 2 Goss, **Seconded by** Supervisor - District 5 Engel.

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

**Yes:** Supervisor - District 1 Ceresola, Supervisor - District 2 Goss, Supervisor - District 4 Hagwood, Supervisor - District 5 Engel, Supervisor - District 3 McGowan.

**C. CORRESPONDENCE**

Supervisor Goss received correspondence in regard to the New Year Fireworks display inGreenville; correspondence regarding the road conditions and safety when traveling in the Canyon during the forecasted winter weather; correspondence regarding garbage service; and correspondence regarding issues with Ameri-Gas service including not picking up the propane fuel tanks in Greenville that were destroyed by the fire; additional correspondence regarding a White BMW, now Pink that has been sitting on top of Goat Hill for about 8 months (has not been towed), and a 1990 ford bronco with missing hubcaps and tires that was abandoned on the grade(has not been towed)

Supervisor Engel received correspondence regarding Christmas and New Years celebrations; and correspondence regarding plowing of roads.

Supervisor Hagwood received correspondence regarding possible locations in the downtown Quincy area for the proposed new courthouse; correspondence regarding hazardous trees; correspondence regarding the Lowry House.

Supervisor McGowan received correspondence regarding snow removal; correspondence regarding a code enforcement matter; and attending the Chester Fireworks display.

Supervisor Ceresola received correspondence regarding snow removal, and flood matters.

**D. INFORMATIONAL ANNOUNCEMENTS**

Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

Reported by Supervisor Hagwood regarding matters related to County Government and had no scheduled meetings this week.

Reported by Supervisor McGowan regarding matters related to County Government and had no scheduled meetings this week.

Reported by Supervisor Goss regarding matters related to County Government and include attending two meetings regarding the Greenville Wolf Creek trailers; and a meeting regarding organic waste disposal and California Compliance.

Reported by Supervisor Engel regarding matters related to County Government and included attending an RSF meeting, and a meeting regarding the Monterey Settlement.

Reported by Supervisor Ceresola regarding matters related to County Government and include attending a Sierra Groundwater meeting.

**7. CLOSED SESSION**

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

- A. Personnel: Public employee evaluation - Chief Probation Officer (Board Only)
- B. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads
- C. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9

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

Chair Ceresola reported no reportable action was taken in closed session.

**8. ADJOURNMENT**

Adjourn meeting to Tuesday, January 10, 2023, Board of Supervisors Room 308, Courthouse, Quincy, California