

BOARD OF SUPERVISORS

Terrell Swofford, Chair 1st District

Kevin Goss, 2nd District

Sharon Thrall, 3rd District

Lori Simpson, 4th District

Jon Kennedy, Vice Chair 5th District

**AGENDA FOR REGULAR MEETING OF DECEMBER 10, 2013 TO BE HELD AT 10:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

www.countyofplumas.com

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

STANDING ORDERS

10:00 A.M. **CALL TO ORDER/ROLL CALL**

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

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.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

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

ACTION AGENDA

1. BOARD OF SUPERVISORS

- A. Correspondence
- B. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations
- C. Appointments

PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP COMMITTEE

Appoint Peter Livingston, Director of Mental Health to the Community Corrections Partnership Executive Committee as recommended

2. DEPARTMENTAL MATTERS

- A. **PUBLIC HEALTH AGENCY/CLERK-RECORDER** – Mimi Hall/Kathleen Williams
 - 1) PUBLIC HEARING: Adopt **RESOLUTION** amending portions of the Master Fee Schedule to increase fees for Certified Copies of Birth, Death, Fetal Death, and Stillbirth Certificates, Public Marriage Certificates and License, permits for Disposition of Human Remains, and the Vital and Health Statistics Trust Fund, effective January 01, 2014. **Roll call vote**
 - 2) Consider request to appropriate \$6,500 from the General Fund Contingency to Senior Transportation (20480) to meet Transportation Development Act Fare Revenue Ratio requirements and address audit findings. **Four/fifths required roll call vote**
- B. **PUBLIC WORKS** – Robert Perreault
 - 1) Consider request authorizing the Director of Facility Services to issue a conditional letter permitting the Feather River Blue Star Moms organization to place "Hometown Hero" Banners on eight poles located within Dame Shirley Plaza. Discussion, possible action and/or direction to staff
 - 2) **Solid Waste**: Discussion and possible action regarding Green Waste Disposal as part of the Plumas County Solid Waste Program
- C. **AUDITOR/CONTROLLER** – Roberta Allen
 - Adopt **RESOLUTION** to amend the FY 2013-2014 Position Allocation to Reflect Reorganization of the Auditor's Department (20040). **Roll call vote**
- D. **FACILITY SERVICES** – Donald Sawchuk
 - Approve supplemental budget of \$8,659 for receipt of unanticipated revenue from Pacific Forest & Lands Stewardship Council to perform a Feasibility Study in the planning and possible construction of a trail at Bucks Lake. **Four/fifths required roll call vote**

3. 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.

A. SHERIFF

Adopt **RESOLUTION** of the Plumas County Anti Drug Abuse Enforcement Operation authorizing the Sheriff to submit the grant application to the Board of State & Community Corrections and to sign the Grant Award Agreement

B. SOCIAL SERVICES

Award bid of \$26,752 to Susanville Motors for purchase of a new Ford Explorer for the Special Welfare Fraud Investigator; and authorize the Director of Social Services to sign contracts

C. FACILITY SERVICES & AIRPORTS

Approve and authorize the Chair to execute First Amendment to Hat Creek Construction Services Agreement, Rogers Field Airport of \$22,328 for additional construction costs not covered in original agreement. Approved as to form by County Counsel

D. PUBLIC HEALTH AGENCY

- 1) Approve and authorize the Director of Public Health to sign Service Agreement with Stericycle, Inc. to provide required medical waste removal and disposal. Approved as to form by County Counsel
- 2) Approve and authorize the Chair to execute Service Agreement with Hilltop Recovery Services to provide residential treatment services to Alcohol & Drug Program clients for FY 2013-2014. Approved as to form by County Counsel

E. MENTAL HEALTH

- 1) Approve and authorize the Director of Mental Health to sign second amendment to Contract with Lassen County for FY 2013-2014 for Board and Care Services. Approved as to form by County Counsel
- 2) Approve and authorize the Chair to execute Memorandum of Understanding with Public Health for Mental Health Sponsorship of Senior Nutrition, and authorize interdepartmental fund transfers up to \$12,000 for congregate meals. Approved as to form by County Counsel

F. PUBLIC WORKS

- 1) Approve and authorize the Director of Public Works to execute Reimbursable Agreement for right-of-way Acquisition Services with the FHWA on the Beckwourth-Genesee Road Reconstruction Project. Approved as to form by County Counsel
- 2) Authorize the Director of Public Works to pay \$2,224.30 to Caltrans without a Contract for damaged light pole at Highway 70 at La Porte Road

G. HUMAN RESOURCES

Adopt **RESOLUTION** to amend the Salary Classification of the Alcohol & Drug Administrator to the Annual Salary of \$75,000 - \$90,000

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Legal Counsel: Claim Against the County filed by Katie Desmond on October 02, 2013
- B. Personnel: Public employee appointment or employment – Interim Chief Probation Officer
- C. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9 (two cases)
- D. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (d)(4) of Government Code §54956.9 - Plumas National Forest Travel Management Plan
- E. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, December 17, 2013, Board of Supervisors Room 308, Courthouse, Quincy, California.

2013 “The Year of the Child”



Plumas County Probation Department
Douglas Carver, Acting Chief Probation Officer
270 County Hospital Road, Ste. 128, Quincy, CA 95971

lc

DATE: December 10, 2013

TO: Honorable Board of Supervisors

FROM: Doug Carver, Acting Chief Probation Officer *AC 12/2/13*

SUBJECT: Plumas County Community Corrections Partnership (CCP) Executive Committee — Appointment Recommendation

Recommendation

The Plumas County Community Corrections Partnership respectfully recommends that the Director of Mental Health be considered for appointment to the Executive Committee.

Background and Discussion

In accordance with California Penal Code 1230, the Community Corrections Partnership is chaired by (2) the Chief Probation Officer and is comprised of (A) the presiding judge of the superior court, or his or her designee; (B) a county supervisor or CAO or a designee of the BOS; (C) the district attorney; (D) the public defender; (E) the sheriff; (F) chief of police; (G) the head of social services; (H) the head of mental health; (I) the head of employment; (J) the head of alcohol and substance abuse programs; (K) head of education; (L) a representative from a community-based organization with experience in successfully providing rehabilitative services to persons who have been convicted of a criminal offense; and (M) an individual who represents the interests of victims.

The Executive Committee consists of the Chief Probation Officer as chair; chief of police; the sheriff; the district attorney; the public defender; the presiding judge of the superior court, or his or her designee; and one department representative listed in subparagraphs G, H, or J above, appointed by the Board of Supervisors.

As such, the Executive Committee respectfully recommends the Director of Mental Health be appointed by the Board of Supervisors to the Executive Committee for purposes related to the development and presentation of the plan.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

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Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: October 25, 2013

To: Honorable Board of Supervisors - Plumas County

From: Mimi Khin Hall, Public Health Director
Kathy Williams, County Clerk-Recorder

Agenda: **Public Hearing for December 10, 2013 at 10:30 a.m. - Mandated Fee Increase**

Item Description: Consideration of Resolution Amending Portions of the Master Fee Schedule for Public Health and the County Clerk-Recorder to increase and establish fee(s) for Vital Records pursuant to Assembly Bill (AB) 1053, (Gordon, Chapter 402, Statutes of 2011 and AB 110, (Blumenfield, Chapter 20, Statutes of 2013), effective January 1, 2014.

It is Recommended that the Board: Adopt the Resolution to amend the Master Fee Schedule, increasing fees for certified copies of vital records and permits for disposition of human remains as provided and required by the California Department of Public Health, pursuant to AB 1053 and AB 110.

Background Information: The Board of Supervisors has established an annual process whereby the county fees, charges and assessments are reviewed and annually updated by determining the full costs of providing specific services. Certain Public Health fees are set and mandated by state legislation requiring an amendment to the Master Fee Schedule periodically.

AB 1053 authorizes a fee increase to the base fee for certified copies of birth, death, and fetal death records. AB 110 authorizes an annual fee adjustment to the base fee for certified copies of birth, death, fetal death, and still birth certificates, marriage licenses and certificates, permits for disposition of human remains, and the vital and health statistics trust fund.

The proposed Resolution amending portions of the Master Fee Schedule for Plumas County Public Health Agency and the department of the County Clerk-Recorder is being presented for your authorization.

If you need additional information, please contact either of us.

RESOLUTION NO. 13 - _____

A RESOLUTION AMENDING PORTIONS OF THE MASTER FEE SCHEDULE TO INCREASE FEES FOR CERTIFIED COPIES OF BIRTH, DEATH, FETAL DEATH, AND STILLBIRTH CERTIFICATES, PUBLIC MARRIAGE CERTIFICATES AND LICENSE, PERMITS FOR DISPOSITION OF HUMAN REMAINS, AND THE VITAL AND HEALTH STATISTICS TRUST FUND, EFFECTIVE JANUARY 1, 2014.

WHEREAS, the Board of Supervisors of the County of Plumas, State of California, has previously adopted a Master Fee Schedule establishing service fees for county departments; and the most recent schedule was adopted on June 5, 2012, by Resolution No. 12-7792; and

WHEREAS, the Master Fee Schedule needs further revision to increase fees for Certified Copies of birth, death, fetal death, and still birth certificates, public marriage certificates and licenses, permits for disposition of human remains, and the vital health statistics trust fund, effective January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors, County of Plumas, State of California, as follows:

1. The Master Fee Schedule adopted by Resolution No. 12-7792 is hereby amended in part as referenced By the following, with no other part of the Master Fee Schedule amended;

Certified Copy of:	Current Fee	Increase Amount	Fee Effective 1/1/2014
Birth Certificate - General Public	20.00	5.00	25.00
Birth Certificate - Government Agency	14.00	5.00	19.00
Death Certificate	16.00	5.00	21.00
Fetal Death Certificate	13.00	5.00	18.00
Marriage Certificate - General Public	14.00	1.00	15.00
Marriage Certificate - Government Agency	10.00	1.00	11.00
Marriage License - Public	50.00	10.00	60.00
Marriage License - Confidential	54.00	11.00	65.00
Permit for Disposition of Human Remains	11.00	1.00	12.00
Permit for Disposition of Human Remains-Cross File	14.00	2.00	16.00

2. Any existing fee not included in this Resolution or Resolution No. 12-7792 or amended thereafter shall remain in full force and effect according to its specific authorization, whether by Board order, resolution, ordinance, or State Law;

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of the Board held on the 10th day of December 2013, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Chair, Board of Supervisors

Attest:

Clerk of the Board of Supervisors



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

2012

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education	<input type="checkbox"/> Clinic & Nursing Services	<input type="checkbox"/> Senior Nutrition & Transportation	<input type="checkbox"/> Environmental Health	<input type="checkbox"/> Environmental Health – Chester
Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844

Date: November 27, 2013

To: Honorable Board of Supervisors

From: Mimi Hall

Agenda: Item for December 10, 2013

Recommendation: Approve a request for \$6,500.00 from General Fund Contingencies to Senior Transportation (20480) to meet Transportation Development Act Fare Revenue Ratio requirements and address audit findings.

Background Information: As the Board is aware Plumas County Senior Services has been providing services for the older residents of Plumas County for over twenty-five years. Plumas County Public Health Agency is responsible for providing senior transportation services to and from the Senior Nutrition sites, and deliver meals to seniors who are homebound. In addition services include transportation to medical and other appointments both in and out of Plumas County.

Recently, the Senior Transportation Program received an audit finding that the program is not meeting the requirements of Transportation Development Act, Section 99268.9, to maintain a fare revenue ratio to operating expenses of 10 percent or more. The fare box ratio determined as a result of the audit was 4.04 percent of operating budget for the fiscal year ending June 30, 2013. Donations from riders and county general fund contribution are combined to determine total fare revenue. In FY 2012-2013, the Senior Transportation program received no general fund contribution from the county and \$9,919 in eligible donations from ridership. Clearly, the reduction in the fare revenue ratio was due primarily to a loss in County General Fund Contribution.

The Plumas County Transportation Commission (PCTC) provides the majority of operating funds for the Senior Transportation program and cannot be the source of revenue to meet the fare box revenue ratio. Without an increase in either rider donations or county general fund contribution, the PCTC will be required to reduce its funding to the Senior Transportation Program.

According to a mid-year review of ridership donations, year-to-date donations are below the projected \$10,000 budget. With a projected ridership donation of \$7,500, based on year-to-date donations received, and the current general fund contribution of \$13,900, The Senior Transportation Program will be short \$5,857 in fare box revenue to meet the TDA 10 percent fare box ratio. In order to achieve the required fare revenue ratio by next fiscal year, the program only has three options: increase fare collection, reduce services in order to reduce operating expenses, or receive a larger general fund contribution. Since ridership is not static and to allow for error in the projected

SPN

donations from riders, the Senior Transportation Program is requesting a contribution of \$6,500 from general fund contingencies to insure the stability of the program and avoid a future reduction in services.

Over the years, budget reductions have impacted Senior Services overall. If approved, these additional funds will be used to enhance existing Senior Transportation Services to better meet the needs of seniors.

At this time the Board is requested to approve a Budget Transfer shifting \$6,500.00 from General Fund Contingencies to Budget Unit 20480-Senior Transportation to meet Transportation Development Act requirements and address audit findings.

Please contact me if you have any questions or need additional information. Thank you.

C:\Documents and Settings\rosieolney\My Documents\BOS\SS-Contingency Transfer 13-14.doc

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PLUMAS COUNTY
DEPARTMENT OF PUBLIC WORKS
1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268
Robert A. Perreault, Jr., P.E. *Director of Public Works*

AGENDA REQUEST

For the December 10, 2013 Meeting of the Board of Supervisors

Date: December 2, 2013

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Subject: Approval to Place "Hometown Hero" Banners in Dame Shirley Plaza;
Discussion, possible action and/or direction to staff.



BACKGROUND:

Recently, the Department of Public Works has been receiving several requests pertaining to the placement of banners, flowers pots and other features on certain lighting poles located within the State Route 70 area of Quincy and the Dame Shirley Plaza.

The various requests involve different jurisdictions: Caltrans, PG&E, the Quincy Lighting District, the Plumas County Department of Public Works and the Plumas County Facilities Department. Specific encroachment permit ordinances do not exist for all jurisdictions.

Upon receipt of various requests, Public Works staff and Supervisor Lori Simpson have been meeting and discussing requests with the various applicants. Such meetings are continuing, but it has been concluded that the request of the Feather River Blue Star Moms organization can proceed forward independent of the other requests.

Attached is the request of the Blue Star Moms, requesting the placement of "Hometown Hero" Banners on 8 poles in Dame Shirley Plaza. Public Works staff has determined that all 8 poles are located outside of the adjacent roadway right-of-ways. Therefore, the jurisdiction comes under Plumas County through its Facilities Department.

Public Works staff has coordinated with the Director of the Facilities Department.

RECOMMENDATION:

Staff respectfully recommends that the Plumas County Board of Supervisors authorize the Facilities Director to issue a conditional letter permitting the Feather River Blue Star Moms organization to place banners on 8 poles located within Dame Shirley Plaza.



Hometown Hero Banners-Chester, CA

The Hometown Hero Banner program was started in Chester and Westwood June, 2011 by the Feather River Blue Star Moms CA1 (FRBSM). The program is to honor *all active* duty military service members from each area. We are the local chapter of the Blue Star Mothers of America, Inc., a non-profit 501[c]3 organization. Feather River Blue Star Moms CA1 is a non-profit organization and a registered charity in California, EIN # 37-1610509.

Currently Dame Shirley Plaza has 8 usable light poles. FRBSM would like the use of each pole to have a total of 16 banners up. If there are more requests than there is room, we will rotate the banners. The banners will measure 24" x 30". FRBSM will be responsible for the initial purchase of banners, hanging, maintenance and replacement of worn banners.

Brackets-\$65.00 (one time cost)

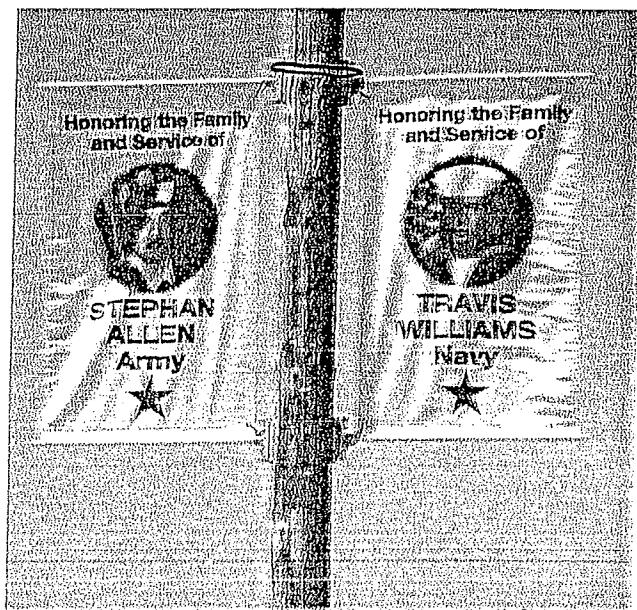
Banners-\$50.00

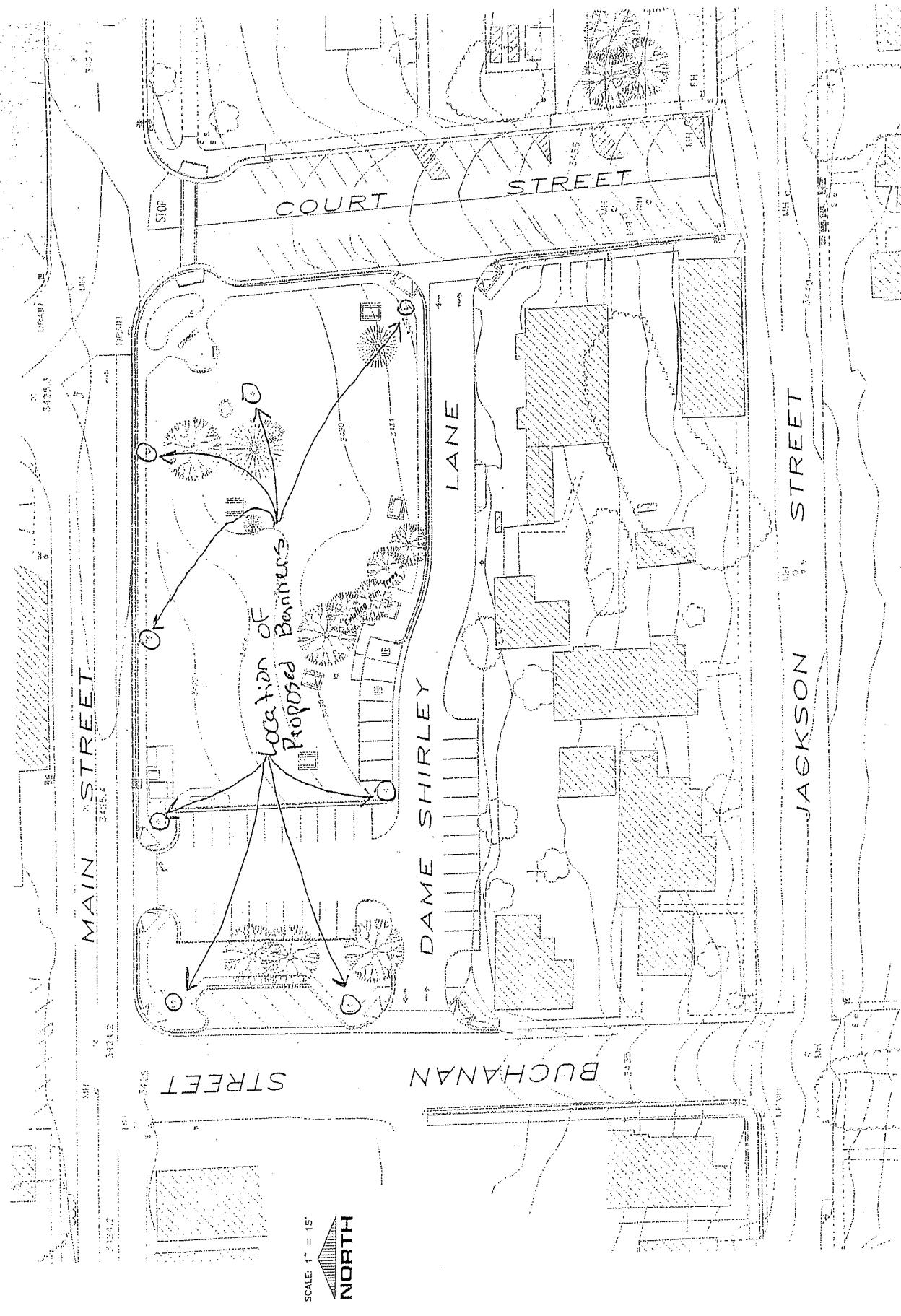
Total-\$115.00 per pole

Total initial cost \$1840.00

For more information:

Ann Cordero
President-Feather River Blue Star Moms CA1
530-596-4785
P.O. Box 931
Chester, CA 96020





PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268
Robert A. Perreault, Jr., P.E. *Director of Public Works*

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AGENDA REQUEST

For the December 10, 2013 Meeting of the Board of Supervisors

Date: December 2, 2013

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Discussion of Green Waste Disposal as part of the Plumas County Solid Waste Program; Discussion, possible action and/or direction to staff.

BACKGROUND:

As part of their preparatory activities in conjunction with construction of a new large log facility in Quincy, in November 2013, SPI has ceased acceptance of the public's green waste material at their Quincy facility.

County officials have conducted discussions with officials of SPI and there are some short term possibilities available in regard to ongoing delivery of green waste to SPI, but they require an alternate collection site and transportation.

There is also a need to discuss and consider possible options pertaining to the long term countywide aspects of green waste disposal as part of the Plumas County Solid Waste Program.

Public Works staff is taking the lead on developing options for the Board of Supervisors to consider at a later date. However, on December 10, 2013, Public Works staff will report on activities and considerations conducted to date as well as to seek guidance and preliminary input from the Board of Supervisors on various short term and long term green waste disposal options.

RECOMMENDATION:

Staff respectfully recommends that the Plumas County Board of Supervisors conduct discussions with Public Works staff, including possible action and/or direction to staff.

PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET • ROOM 205 • QUINCY, CA 95971-4111 • (530) 283-6246 • FAX (530) 283-6442
ROBERTA M. ALLEN, CPA • AUDITOR / CONTROLLER



DATE: 12/4/13

TO: HONORABLE BOARD OF SUPERVISORS
FROM: ROBERTA M. ALLEN – AUDITOR/CONTROLLER
SUBJECT: APPROVE AMENDMENTS TO THE 13-14 POSITION ALLOCATION
TO REFLECT REORGANIZATION OF THE AUDITOR'S DEPARTMENT AND
AUTHORIZE AUDITOR TO FILL POSITION OF ACCOUNTANT

Recommendation:

Adopt resolution to amend the position allocation to reflect reorganization of the Auditor's Department and grant permission to fill position of Accountant.

Background:

On December 31, 2013 a staff member is retiring from the Auditor's Department that has been employed in that department for nearly fifteen years. This position was responsible for, among many other duties, workers compensation related tasks and providing backup for payroll duties. The reorganization, as requested, will re-assign the workers compensation duties to the Assistant Risk Manager, and the payroll related duties to the Accountant. The remainder of the duties, including but not limited to, auditing and processing claims and deposits, processing and clearing warrants, auditing and processing journal entries and budget transfers, and all CalCard related duties will be assigned to the Fiscal Support Coordinator.

The reorganization will result in an organizational structure in the Auditor's Department that will facilitate cross-training and backup on payroll and property tax, two critical functions of the Auditor's Office, as well as many other duties performed by that department.

RESOLUTION NO. _____
RESOLUTION TO AMEND PLUMAS COUNTY POSITION ALLOCATIONS
FOR BUDGET YEAR 2013-2014, 20040 AUDITOR/CONTROLLER.

WHEREAS, the Board of Supervisors, through adoption of the budget allocates positions for the various county departments each fiscal year; and

WHEREAS, during the fiscal year the Board of Supervisors may amend the position allocation by resolution; and

WHEREAS, the Auditor-Controller has requested a reorganization of her department to better meet the needs of the County in performing the duties vested upon the Auditor's Office, and

WHEREAS, due to the December 31, 2013 retirement of a staff member, and the need to hire and train a replacement employee, and

WHEREAS, the job description of the retiring staff member included payroll backup and workers compensation duties, and

WHEREAS, the duties of payroll backup will be assigned to the newly hired Accountant, and workers compensation duties will be assigned to the Assistant Risk Manager, and

WHEREAS, total allocations for the Auditor's office will remain unchanged, the positions allocations will be as stated below.

NOW, THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

Approve the amendments to the Position Allocation for budget year 2013-14 to reflect the following:

<u>AUDITOR-CONTROLLER</u>	<u>FROM</u>	<u>TO</u>
Assistant Auditor or	1.00	1.0
Chief Deputy Auditor		
Accountant		1.0
Accountant Auditor/Workers Comp. Analyst	1.00	.0
Fiscal Support Coordinator or	.00	1.0
Auditor Accounting Clerk I or II	<u>1.00</u>	<u>.0</u>
	3.00	3.0

The foregoing Resolution, was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 10th day of December 2013 by the following vote:

AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors



DEPARTMENT OF FACILITY SERVICES

198 ANDY'S WAY., QUINCY, CALIFORNIA 95971-9645

(530) 283-6299 FAX: (530) 283-6103



Donald Sawchuk
Director

Date: December 10, 2013

To: Honorable Board of Supervisors

From: Donald Sawchuk, Director

Subject: **Supplemental Revenue Transfer of Unanticipated Funds from the Pacific Forest & Lands Stewardship Council**

Recommendation

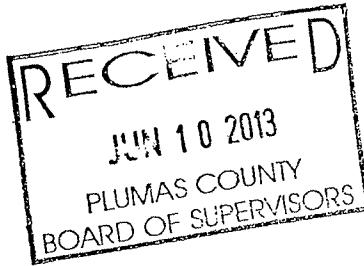
Approve supplemental revenue and expenditure as presented

Background

Funds in the amount of \$8,659.00 were received from the Pacific Forest & Lands Stewardship Council to perform a Feasibility Study in the planning and possible construction of a trail at Bucks Lake. We have requested that the Auditor record the revenue in department 20756 (Parks) and an expenditure account has been established for expenses associated with this grant.

Account No. 521902 Professional Services – Grant.

COPY



April 10, 2013

R. Craig Settlemire, County Counsel
Plumas County
520 Main Street, Room 309
Quincy, CA 95971

Dear Mr. Settlemire,

This letter agreement ("Letter Agreement") sets forth the terms and conditions of a grant by the Pacific Forest and Watershed Lands Stewardship Council, a California nonprofit public benefit corporation ("Stewardship Council"), to Plumas County, a public entity ("Grantee"), to perform certain activities at the Bucks Lake planning unit.

The purpose of the grant is to conduct a feasibility study for a recreational trail on Pacific Gas and Electric Company ("PG&E") owned watershed lands within the Bucks Lake planning unit. In consideration of Grantee's undertaking to prepare and submit a Feasibility Study Report consistent with the terms of this Letter Agreement, the Stewardship Council has agreed to provide funding to Grantee in the amount and subject to the terms and conditions described below.

NOW THEREFORE, the Stewardship Council and Grantee agree as follows:

1. The Stewardship Council hereby grants to Grantee **Eight Thousand Six Hundred and Fifty Nine Dollars (\$8,659)** (the "Grant Funds") payable within thirty (30) days of the mutual execution of this Letter Agreement.

2. The Grant Funds shall be used only for those tasks outlined in **Exhibit A** attached to this Agreement, and for no other purpose without the prior written consent of the Stewardship Council. Any part of the Grant Funds not so used must be returned promptly to the Stewardship Council. The Stewardship Council reserves the right to require total or partial refund of Grant Funds in the event Grantee fails to comply with the terms and conditions of this Letter Agreement.

3. Grantee agrees to provide Stewardship Council with the Feasibility Study Report ("Project Deliverable") as specified in **Exhibit A**, on or before August 31, 2013. *Extended*

4. No later than thirty days (30) days after completion of use of the Grant Funds or Grantee's submission of the Feasibility Study Report to the Stewardship Council, whichever comes earlier, Grantee will provide the Stewardship Council with a final written grant report detailing all expenditures made from the Grant Funds and a description of the activities accomplished as of the date of the grant report.

5. The Stewardship Council shall have the right to inspect the books and records of Grantee and evaluate Grantee's use of Grant Funds, so long as (i) such inspection or evaluation



occurs during regular business hours; (ii) such inspection or evaluation does not unreasonably interfere with Grantee's regular operations; and (iii) the Stewardship Council provides at least three (3) days prior notice of any such inspection or evaluation. Grantee agrees to cooperate with and provide information to the Stewardship Council in connection with any inspection or evaluation conducted pursuant to this Letter Agreement.

6. Grantee will indicate the Grant Funds separately on its books of account, charge expenditures made in furtherance of the Project Deliverable against the Grant Funds, and keep records adequate to enable the use of the Grant Funds to be checked readily.

7. No part of the Grant Funds may be used to attempt to influence legislation, carry on propaganda or otherwise carry out lobbying activities within the meaning of Section 4945(e) of the Internal Revenue Code.

8. No part of the Grant Funds may be used to attempt to influence the outcome of any specific public election, or to carry on, directly or indirectly, any voter registration drive.

9. Grantee will keep these records, along with copies of the reports submitted to the Stewardship Council, for at least four years, and make the records available to the Stewardship Council at reasonable times.

10. The Stewardship Council's obligations under this Letter Agreement shall not exceed the grant amount in paragraph 1 above, and the Stewardship Council makes no representation with respect to whether PG&E will agree to allow the recreational trail to be constructed on its lands.

11. This Letter Agreement shall commence on the date of full execution by the parties. This Letter Agreement shall terminate upon Grantee's use of all of the Grant Funds and the receipt of a final written grant report detailing all expenditures made from the Grant Funds, or upon the return of any unused Grant Funds, provided, however, that the provisions in paragraph 9 shall survive for four years after termination and the provisions of paragraph 18 shall survive the termination of this Letter Agreement indefinitely.

12. Grantee agrees to provide the Stewardship Council with copies of any public announcements or press releases regarding the Grant. Grantee will not make any other use of the Stewardship Council's name or logos without the prior written approval of the Stewardship Council.

13. Grantee agrees to maintain insurance policies consistent with industry standards for organizations of its size and operations. Grantee agrees to execute, implement and maintain an appropriate memorandum of understanding, plan, arrangement or other agreement relating to risk management with each of Grantee's partnership organizations.

14. Nothing in this Letter Agreement shall be construed as creating a partnership, joint venture, or agency relationship between Grantee and the Stewardship Council.



15. Grantee shall conduct all of its activities under this Letter Agreement and otherwise in accordance with all applicable laws and regulations.

16. Grantee agrees that in conducting its activities under this Letter Agreement, including Grantee's use of the Grant Funds, Grantee shall not knowingly discriminate on the basis of race, color, religion, gender, national origin, age, medical condition, veteran status, marital status, disability, ancestry, sexual orientation, or any other characteristic protected by law, except to serve historically disadvantaged groups.

17. Grantee does not knowingly employ individuals or contribute funds to organizations found on any terrorist-related list prepared by the U.S. Government, the United Nations, or the European Union, including the Department of Treasury's Office of Foreign Assets Control Specially Designated Nationals List, the Department of Justice's Terrorist Exclusion List, or the list attached to Executive Order 13224. Should any change occur with respect to the preceding sentence, Grantee will notify the Stewardship Council within 7 days of such change.

18. Grantee shall and does hereby indemnify, defend, and hold harmless the Stewardship Council, and the Stewardship Council's past, present and future officers, directors, and employees, from and against any and all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, and reasonable attorney fees and costs, that Stewardship Council may incur or suffer and that result from, or are related to, the award of the Grant to or use of the Grant Funds by Grantee.

19. All written communications sent by the parties may be by email, US. mail, overnight courier, or by fax, and shall be addressed as follows:

To Grantee: Plumas County
520 Main Street, Room 309
Quincy, CA 95971
csettemire@countyofplumas.com
Attention: R. Craig Settemire, County Counsel

To Stewardship Council: 15 N. Ellsworth Avenue, Suite 100
San Mateo, CA 94401
Fax: (650) 401-2140
Email: azanger@stewardshipcouncil.org
Attention: Allene Zanger, Executive Director

20. The benefits to be provided under this Letter Agreement are personal in character, and may not be assigned or transferred by Grantee unless first approved by the Stewardship Council in writing. Subject to the foregoing restriction on assignments and transfers, this Letter Agreement shall be binding upon and inure to the benefit and burden of the parties and their respective heirs, successors and assigns.



21. This Letter Agreement may not be amended or modified except by written instrument, signed by Grantee and the Stewardship Council. This Letter Agreement constitutes the entire understanding of the parties concerning the subject matter hereof, and supersedes any and all previous negotiations, agreements, or understandings, if any, regarding the matters contained herein.

22. This Letter Agreement shall be governed by the laws of the State of California without regard to California conflict of laws principles.

23. This Letter Agreement may be executed in counterparts which together shall constitute a single agreement. Facsimile signatures shall have the force and effect of original signatures.

Sincerely,

Pacific Forest and Watershed Lands Stewardship Council,
a California Nonprofit Public Benefit Corporation

By: Allene Zanger
Name: Allene Zanger
Title: Executive Director
Date: 4-21-13

Accepted and Agreed to by:

Plumas County

By: TH Swofford
Name:
Title:
Date:



Exhibit A Scope of Work and Budget

Scope of Work: Bucks Lake Trail Feasibility Study

Plumas County will contract with the Sierra Buttes Trail Stewardship (SBTS) to complete the following tasks:

1. Project Layout & Design (Winter/Spring 2013):

In coordination with Plumas County, SBTS staff will:

- Identify the purpose, demand, anticipated user type, and amount of use the trail will receive. Surrounding trail connectivity will also be determined. Information to be obtained from existing/available data and through outreach to stakeholders (e.g., Bucks Lake property owners, local businesses, trail enthusiasts).
- Identify the trail corridor, flag and GPS the exact trail alignment, and create a GIS map of the trail in coordination with PG&E.

(Note: Informing this activity is confirmation from the USFS that they will build a connecting segment on their property from PG&E's Lakeshore Resort to PG&E's Haskins Valley Campground or not.)

2. CEQA Documentation and Required Permits (Spring/Summer 2013):

In coordination with PG&E and Plumas County, SBTS will:

- Determine costs, and identify the process and entity responsible for compliance with CEQA for building the trail.
- Determine and itemize all required permits for constructing a public trail on PG&E property (Grading, Dept Fish & Game, Plumas County, etc).
- Address other requirements and determine whether "Accessibility Guidelines" will be followed.

3. Trail Planning and Construction Process and Costs (Spring/Summer 2013):

- SBTS to determine proposed process and costs for additional trail planning and construction, along with a timeline for completing the project. SBTS to identify potential sources of funding and/or in kind support for the construction of the trail.

4. Long term Trail Maintenance (Summer 2013):

- Utilizing information/outcomes from County and PG&E discussions, SBTS to recommend options for addressing the long-term maintenance of the trail which could include: removal of deadfall, cleaning of drainage structures, cutting back brush and minor tread repair. As one option, SBTS to outline the adopt-a-trail program, administered through SBTS, and how the program could be effectively utilized for the long-term maintenance of the trail. SBTS to provide an estimate of ongoing trail maintenance costs (i.e., one time and/or annual costs).

5. Complete Feasibility Study Report (Summer 2013):

- SBTS to draft feasibility study report. Final report review done by SBTS, PG&E, Plumas County and Stewardship Council



Budget Request - Bucks Lake Trail Feasibility Study

SCOPE OF WORK TASK/PROJECT EXPENSE	QUANTITY	UNIT	COST/UNIT (\$)	BUDGET (\$)
#1 Project Layout and Design	75	hours	43.40	3,255.00
#2 CEQA Documentation and Required Permits	30	hours	43.40	1,302.00
#3 Trail Planning and Construction Costs	20	hours	43.40	868.00
#4 Long Term Trail Maintenance Plan	10	hours	43.40	434.00
#5 Complete Feasibility Study Report	50	hours	43.40	2,170.00
Travel (mileage)	10 days @ 110 miles	1,100 miles	.55	605.00
Equipment/Materials/Supplies (GPS, report drafting materials)	Paper & ink		25.00	
TOTAL				\$8,659.00

*Unit: Enter the appropriate unit of measure (e.g., hours = hrs., months = mos., each = ea., feet = ft., miles = mi., miscellaneous = misc., package = pkg.)



Office of the Sheriff

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

3A

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: November 25, 2013

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood

A handwritten signature in black ink, appearing to read "Greg Hagwood".

RE: Agenda Item for the meeting of December 10, 2013

It is recommended that the Board:

Adopt a resolution for the Plumas County Anti-Drug Enforcement Operation authorizing the Sheriff to submit the grant application to Board of State and Community Corrections (BSCC) and to sign the Grant Award Agreement.

Background and Discussion:

The Board of State and Community Corrections (BSCC) administers the Anti Drug Abuse Enforcement Program and oversees the project. The Plumas County Anti -Drug Enforcement Operation is a task force consisting of the Sheriff's Office, the D.A., the Probation Dept. and Public Health-Alcohol & Drug.

The FY 13/14 grant award is \$85,515, which is a reduction of 3% from last fiscal year's allocation, and the project steering committee, which consists of the Sheriff, D.A., and Acting Chief Probation Officer has agreed on the following division of the allocated funding:

Sheriff	\$56,000
Probation	\$29,515

BSCC requires the Board to adopt a resolution authorizing the Sheriff (ADA Project Director) to sign and approve the Grant Award Agreement including any extensions or amendments on behalf of the Plumas County Board of Supervisors.

The Resolution has been approved by County Counsel.

A copy of the complete application is on file with the Clerk of the Board.

PLUMAS COUNTY BOARD OF SUPERVISORS

RESOLUTION # _____

WHEREAS the County of Plumas, Office of the Sheriff, desires to participate in the Anti Drug Abuse Enforcement Team Grant Program supported by the Edward Byrne Memorial Justice Assistance Grant Program funds administered by the Board of State and Community Corrections (hereafter referred to as the BSCC).

NOW, THEREFORE, BE IT RESOLVED that the Sheriff of the County of Plumas is authorized, on behalf of this Board of Supervisors, to submit the grant application for this funding and sign the Grant Agreement with the BSCC, including any amendments of modification thereof; provided, however, that any amendments shall be subject to approval by the Purchasing Agent or this Board to the extent such approval is required by the Purchasing Policy or other County policy.

BE IT FURTHER RESOLVED that federal grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the implementing agency/organization and partnering entities agree to abide by the statutes and regulations governing the federal Justice Assistance Grant Program as well as the terms and conditions of the Grant Agreement as set forth by the BSCC.

I hereby certify that the foregoing is a true copy of the resolution adopted by the Board of Supervisors of Plumas County in a meeting thereof held on _____ by the following:

Ayes:

Noes:

Absent:

Signature: _____ Date: _____

Typed Name and Title: Terry Swofford, Chair

ATTEST: Signature: _____ Date: _____

Typed Name and Title: Nancy L. DaForno, Clerk of the Board



Board of State and
Community Corrections

Anti-Drug Abuse Enforcement Team Program
FY 2013/2014 Application

APPLICANT INFORMATION

APPLICANT NAME COUNTY OF PLUMAS	TELEPHONE NUMBER (530)283-6315	FEDERAL EMPLOYER IDENTIFICATION NUMBER 94-6000528	
STREET ADDRESS 520 W MAIN STREET	CITY QUINCY	STATE CA	ZIP CODE 95971
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE
PROGRAM TITLE		PROGRAM PURPOSE AREA	
PLUMAS COUNTY ANTI DRUG ENFORCEMENT OPERATION		\$ 85515	
Reduce the availability and use of controlled substances within the boundaries of Plumas County			
APPLICANT'S PROJECT DIRECTOR		OFFICE NUMBER	
AGENCY NAME PLUMAS COUNTY SHERIFF'S OFFICE		530-283-6375	
NAME, TITLE OF PROJECT DIRECTOR GREGORY HAGWOOD, SHERIFF-CORONER		CELLPHONE NUMBER	
STREET ADDRESS 1400 E. MAIN STREET		FAX NUMBER 530-283-6344	
CITY QUINCY	STATE CA	ZIP CODE 95971	E-MAIL ADDRESS ghagwood@pcso.net
PROJECT DIRECTOR'S AGENCY		TELEPHONE NUMBER	
NAME, TITLE, AND AGENCY ROBERTA ALLEN, AUDITOR-CONTROLLER - PLUMAS COUNTY		530-283-6248	
STREET ADDRESS 520 W. MAIN STREET RM #205		FAX NUMBER 530-283-6442	
CITY QUINCY	STATE CA	ZIP CODE 95971	E-MAIL ADDRESS robertaallen@countyofplumas.com
PROJECT DIRECTOR'S AGENCY		TELEPHONE NUMBER	
NAME, TITLE, AND AGENCY STEVE PEAY, INVESTIGATIONS SERGEANT		530-283-6379	
STREET ADDRESS 1400 E MAIN STREET		FAX NUMBER 530-283-6344	
CITY QUINCY	STATE CA	ZIP CODE 95971	E-MAIL ADDRESS speay@pcso.net
APPLICANT'S AUTHORIZED OFFICER		TELEPHONE NUMBER	
NAME, TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY TO SIGN), AND AGENCY GREGORY HAGWOOD, SHERIFF-CORONER		530-283-6375	
STREET ADDRESS 1400 E MAIN ST	CITY QUINCY	STATE CA	FAX NUMBER 95971
MAILING ADDRESS (if different)	CITY	STATE	ZIP CODE
APPLICANT'S SIGNATURE 			DATE Nov 14, 2013

BUDGET INFORMATION

BUDGET SUMMARY

Complete the budget category table below. Indicate the amount of JAG funds allocated to each budget category. **Report amounts in whole dollars only.**

BUDGET CATEGORY	GRANT FUNDS
1. Salaries and Benefits	55075
2. Operating Expenses	30088
3. Equipment	00000
4. Other	352
TOTAL	85515

BUDGET CATEGORY DETAILS: For each category provide the line item details requested.

1. SALARIES AND BENEFITS: Itemize the hours and hourly rates of all project staff.

Sheriff's ADA Narcotics Investigator - 50% funded Salary = \$1,272.40 per pay period X 26 pay periods = \$33,082

Benefits = \$21,993

2. OPERATING EXPENSES: Itemize the services/supplies and show the funds, if any, that would be applied to each.

Sheriff's office expense/supplies = \$573

Overtime – Intensive Drug Supervision Probation Officer(s) – 30 hrs @ \$35.82 = \$1,074.60

Overtime – Intensive Drug Supervision Probation Officer(s) – 30 hrs @ \$25.92 = \$777.60

Benefits = \$145.40

Five (5) Probation Assistants for Drug Testing Sites – 15.5 hrs/week x 52 weeks (10/1/13-9/30/14) = 806 hrs x \$13.86

= \$11,171.16

Benefits = \$862.88

Drug tests and testing supplies = \$14,183

Fuel costs and vehicle maintenance for field visits = \$1,100

- **Confidential expenditures** are costs that may be incurred by law enforcement agencies using grant personnel working undercover or in another investigative capacity. It may include the purchase of information, physical evidence, or services. Confidential fund expenditures are only allowable for grants to state or local law enforcement agencies.

3. **EQUIPMENT:** Itemize and show the funds, if any, that would be applied to each.

- **Vehicles** are an allowable expense for the ADA Program with prior written approval from the BSCC.
- **Weapons and Ammunition** are allowable expenditures for ADA Program. Lethal weapons can be approved by the BSCC staff with proper justification as deemed necessary on a case-by-case basis. Non-lethal weapons such as tasers, pepper ball guns, and bean bag guns are allowed.

4. **OTHER:** Itemize costs and show the funds for travel expenses.

Travel costs for attending mandatory Project Directors' meeting = \$352

Two attendees - Lodging 1 night @ \$100 X 2 = \$200

Per Diem - \$34 day one X 2 = \$68

Per Diem - \$42 day two X 2 = \$84

Board of State and Community Corrections - Project Contact Information

Grantee	County of Plumas	Grant Number	
Grant Name	Plumas County Anti-Drug Enforcement Operation		
Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.			
NOTE: If you use a P.O. Box, a street address is also required for package delivery and site visit purposes.			
1. The Project Director for the project: (Designee with signing authority)			
Name	Gregory Hagwood	Title	Sheriff-Coroner
Telephone/Fax	530-283-6375/530-283-6344	Email	ghagwood@pcso.net
Address	1400 E. Main Street Quincy, CA 95971-9402		

2. The person having Routine Programmatic responsibility for the project:			
Name	Steve Peay	Title	Investigations Sergeant
Telephone/Fax	530-283-6379/530-283-6344	Email	speay@pcso.net
Address	1400 E. Main Street Quincy, CA 95971-9402		

3. The Financial Officer for the project: (Person Authorizing Financial Reports)			
Name	Roberta Allen	Title	Auditor-Controller
Telephone/Fax	530/283-6248/530-283-6442	Email	robertaallen@countyofplumas.co
Address	520 W. Main Street Room 205 Quincy, CA 95971		

4. The Day-to-Day Fiscal Contact for the project: (Person preparing Financial Reports)			
Name	Roni Towery	Title	Sheriff's Fiscal Officer
Telephone/Fax	530-283-6396/530-283-6344	Email	ronitowery@countyofplumas.com
Address	1400 E. Main Street Quincy, CA 95971-9402		

5. The Executive Director of a nonprofit organization or the Chief Executive Officer (i.e., chief of police, superintendent of schools) of the implementing agency:			
Name		Title	
Telephone/Fax		Email	
Address			

6. The Official Designated by the Governing Board to enter into the Grant Award Agreement for the city/county or Community-Based Organization, as stated in the Standard Agreement (STD 213):			
Name	Gregory Hagwood	Title	Sheriff-Coroner
Telephone/Fax	530-283-6375/530-283-6344	Email	ghagwood@pcso.net
Address	1400 E. Main Street Quincy, CA 95971-9402		

7. The chair of the Governing Board of the recipient:			
Name	Terry Swofford	Title	Board of Supervisors, Chair
Telephone/Fax	530-283-6170/530-283-6288	Email	pcbs@countyofplumas.com
Address	520 W. Main Street Room 309 Quincy, CA 95971		

8. Additional Project Contact (Optional):			
Name	Dean Canalia	Title	Assistant Sheriff
Telephone/Fax	530-283-6390/530-283-6344	Email	dcanalia@pcso.net
Address	1400 E. Main Street Quincy, CA 95971-9402		

Name of Person Completing Report	Roni Towery
Title	Sheriff's Fiscal Officer
Phone Number	530-283-6396

BSCC Recvd: _____
BSCC Form 227 (Revised 5/13)

SUBMIT



DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

23
Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

ELLIOTT SMART
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368

DATE: NOVEMBER 25, 2013

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR DECEMBER 10, 2013, CONSENT
AGENDA

RE: AUTHORIZATION TO PURCHASE A VEHICLE FOR THE SPECIAL
INVESTIGATOR IN THE DEPARTMENT OF SOCIAL SERVICES

It is Recommended that the Board of Supervisors

1. Accept a bid from Susanville Motors for a new Ford Explorer for the Special Investigator for Welfare Fraud.
2. Authorize the Director of the Department of Social Services to sign contracts for the purchase as the Board's designee.

Background and Discussion

The approved budget for the Department of Social Services includes an appropriation for the replacement of a vehicle used by the Department's Special Investigator for Welfare Fraud. The vehicle being replaced is a 1999 Chevrolet Blazer. Once the vehicle is stripped of a police radio, it will be made available to the motor pool for general use.

The Department solicited bids from north state auto dealers for the replacement. Four bids were received prior to the deadline, which was Friday, November 22nd at 5:00 PM. The lowest responsive bid was received from Susanville Motors. With that in place, the Department recommends that the Board accept the bid from Susanville Motors and authorize the Director of the Department of Social Services to sign contracts and other necessary paperwork for the purchase as the Board's designee.

Financial Impact

There is no direct financial impact to the county General Fund as a result of this purchase. The cost of this purchase will be offset by Federal, State General Fund and County Realignment dollars.

Other Agency Involvement

County Counsel will need to review the proposed contract for purchase and approve of it prior to fully executing the purchase.

Copy: DSS Management Staff



DEPARTMENT OF FACILITY SERVICES

198 ANDY'S WAY., QUINCY, CALIFORNIA 95971-9645
(530) 283-6299 FAX: (530) 283-6103



Donald Sawchuk
Director

Date: December 10, 2013

To: Honorable Board of Supervisors

From: Donald Sawchuk, Director

Subject: Authorize and execute First Amendment to Hat Creek Construction Services Agreement

Recommendation

Authorize and execute First Amendment to Hat Creek Construction Services Agreement, Rogers Field Airport, for additional construction costs not covered in the original agreement.

Background

Rogers Field Construction of: Rehabilitate Airfield Pavement Joints & Remark Airfield Pavement Markings. FAA, AIP No. 3-06-0040-15

This project was bid in the summer of 2012, but the Federal grant was not obtained until too late in the year to complete the project in 2012. The project was held over until the spring of 2013. It was found in the spring of 2013 that there were 69,655 linear feet of joint that had widened to a width greater than 1 inch requiring additional labor and materials.

Facility Services & Airports requested a grant amendment from the FAA in the amount of \$22,328.00 to cover the cost overrun. The FAA approved the grant amendment and provided the funding.

The above referenced agreement has been approved as to form by County Counsel and is on file with the Clerk of the Board.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

301

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for December 10, 2013

Recommendation: Approve and authorize the Director of Public Health to sign Service Agreement #SRCL-00540922 with Stericycle Inc., to provide required medical waste removal and disposal.

History/Background: As the Board may be aware, the Public Health has contracted with Stericycle for several years to provide removal and disposal of medical waste from the clinic. The term medical waste includes biohazardous, biomedical, infectious or regulated medical waste as defined under Federal, State or local laws, rules, regulations and guidelines.

County Counsel could not approve this service agreement as to form for the following reasons:

1. It is governed by Illinois law (paragraph 15). County Counsel cannot approve the agreement as to form if it is not California law.
2. The contract automatically renews for additional 5-year terms (paragraph 2(a)), and the County cannot terminate early without paying a penalty of 50% of the remaining payments under the contract.
3. Stericycle can unilaterally increase the fees charged without County consent (paragraph 2(b), the end of paragraph 3).
4. The County must indemnify Stericycle for damages arising from the County's use of the containers and equipment provided by Stericycle (paragraph 5), and there is no exception for defective containers and equipment.
5. Changes to the contract may be made orally (paragraph 12), which is contrary to County policy requiring written contracts.
6. The contract grants exclusivity to Stericycle for medical waste disposal (paragraph 9). This is not much of an issue if they are the only entity that will provide this service to the County, but the County generally contracts on a non-exclusive basis (especially without an RFP being flown). This is compounded by the 5-year term, lack of termination rights, and automatic renewal.

At this time the Board is requested to Approve and authorize the Director of Public Health to sign Service Agreement #SRCL-00540922 with Stericycle Inc.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

3D2

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: December 2, 2013

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Presentation Item for December 10, 2013

Item Description/Recommendation: Approve Service Agreement #A&D1314HRS with Hilltop Recovery Services to provide residential treatment services to Alcohol and Drug Program clients for FY 2013-2014, and direct the Chair to sign.

History/Background: As the Board is aware Plumas County Public Health Agency has the fiscal and administrative responsibilities for a number of different programs with diverse funding sources from the State Department of Health Services, private foundations, local sources, realignment and other county departments. Often, in an effort to work effectively and efficiently with communities, Public Health contracts with providers to extend programs and provide services to diverse populations throughout the county.

This agreement is funded through the Alcohol and Drug Program for detoxification and residential drug treatment services for Plumas County residents.

The agreement was approved by County Counsel, a copy of which is on file with the Clerk of the Board for your review.

PLUMAS COUNTY MENTAL HEALTH SERVICES

270 County Hospital Road, Suite 109 Quincy, CA 95971 (530) 283-6307 FAX (530) 283-6045



Michael Gunter, MFT Interim Director

DATE: November 26, 2013, 2013

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR, DEPARTMENT OF MENTAL HEALTH

SUBJ: BOARD AGENDA ITEM FOR DECEMBER 10, 2013, CONSENT AGENDA

RE: RECEIVE, AUTHORIZE SIGNATURE AND RATIFICATION OF PROFESSIONAL SERVICES AGREEMENT WITH LASSEN COUNTY FOR BOARD AND CARE SERVICES.

It is recommended that the Board: Approve second amendment to the contract with Lassen County for fiscal year 2013-14 and authorize the Director of Mental Health to sign the amendment.

Background and Discussion: The Lassen County contract is specifically associated with the provision of Board and Care services to clients placed into Plumas County by Lassen County. The contract was approved as to form by County Counsel.

Financial Impact:

There are no General Fund dollars involved in this contract. The costs associated with these services are covered by a combination of Federal and State funds.

Peter Livingston, LCSW, Director of Mental Health is requesting that the Board of Supervisors approve the second amendment to the contract and authorize Director of Mental Health, to sign the amendment with Lassen County.

3E2

PLUMAS COUNTY MENTAL HEALTH SERVICES
270 County Hospital Road, Suite 109 Quincy, CA 95971
(530) 283-6307 FAX (530) 283-6045

Peter Livingston, LCSW Director



DATE: December 3, 2013

TO: Honorable Board Of Supervisors

FROM: Peter Livingston, LCSW Director, Department Of Mental Health

Subj: Board Agenda Item for December 10, 2013, Consent Agenda

Re: Receive And Ratify Memorandum Of Understanding With Public Health For Mental Health Sponsorship Of Senior Nutrition And Authorize Fund Transfers.

It is recommended that the Board of Supervisors: Ratify the Memorandum of Understanding (MOU) for interdepartmental fund transfers from Mental Health to Public Health in support of Senior Nutrition services for Fiscal Year 2013-14.

Background and Discussion:

The Mental Health Department and the Public Health Department have been collaborating in developing strategy to meet the service needs of Plumas County senior citizens. The Mental Health Services Act funding and scope of work enables the county to perform outreach, connection with and observation of and referral of senior citizens to services. Plumas County Mental Health's sponsorship of senior nutrition lunch one day per month at each location will enable the seniors to reduce their isolation, and facilitate a Mental Health Case Manager's access to them while at the congregate meal. Plumas County Mental Health will provide a Case Manager and program support, and transfer up to \$12,000 to Public Health for the congregate meals.

Peter Livingston, LCSW, Director of Mental Health is requesting that the Board of Supervisors ratify the MOU and approve the fund transfer from Mental Health to Public Health in support of expenditures for congregate meals.

The MOU has been approved to form by County Counsel.

Financial Impact

There are no General Fund dollars involved in this transfer. The costs associated with these services are covered by Mental Health Services Act.

AMENDMENT ONE

MEMORANDUM OF UNDERSTANDING

BETWEEN

PLUMAS COUNTY DEPARTMENT OF MENTAL HEALTH

&

PLUMAS COUNTY DEPARTMENT OF PUBLIC HEALTH

WHEREAS, the Plumas County Department of Public Health is administrator of the Senior Nutrition program; and

WHEREAS, the primary goal of the Plumas County Senior Nutrition Program congregate meals includes providing nutritional assistance to needy senior citizens so that individuals may be cared for in their own community; and

WHEREAS, the Plumas County Department of Mental Health has, within the scope of its Mental Health Services Act resources and an approved work plan, for outreach, connection with and observation of, and referral to services with the senior population; and

WHEREAS, it is the desire of the Department of Mental Health to provide financial resources to sponsor one day of the congregate meal at each geographical site per month to ensure a venue for reduction of isolation of seniors and facilitate the Mental Health Case Manager's access to these individuals participating in the congregate meal.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

I. PARTIES

- a. The parties of this interagency agreement are the Plumas County Department of Mental Health (hereinafter PCMH) and the Plumas County Department of Public Health (hereinafter PCPH).

II. SERVICES

- a. PCMH
 - i. Agrees to financially sponsor, in accordance with Section VI below, a congregate meal at each of the four geographic locations, once a month.
 - ii. Agrees to provide, one day per month to each congregate meal site, an on-site case manager for seniors.

- iii. Agrees to participate in periodic team meetings as needed to discuss program operations.
- iv. Agrees to provide a summary report to PCPH of numbers of seniors contacted, referred to any agency, and opened as mental health clients.

b. PCPH

- i. Agrees to provide a congregate meal site for seniors at each geographic location, once a month, financially sponsored by PCMH.
- ii. Agrees to allow PCMH Case Manager access to the congregate meal sites and for service provision.
- iii. Agrees to participate in periodic team meetings as needed to discuss program operations.

III. Laws, Regulations and Policies

- a. It is understood that each of the Parties to this agreement are required to operate within the scope of their governing laws, regulations and policies. Nothing in this agreement shall impose any additional requirements.

IV. Financial records

- a. Each of the Parties shall be responsible for maintaining any necessary financial records in accordance with the procedures and requirements specified by laws and regulations governing their discrete functions and programs. Nothing in this agreement shall impose any additional requirements to those regulations and policies.

V. Term

- a. The term of this agreement shall be from July 1, 2013 to June 30, 2014. To the extent that the Parties agree to continue this project, they may negotiate an appropriate extension. Such an extension shall be limited to 12 additional months and shall be evidenced by a signed letter of extension executed by both of the Parties.

VI. Non-Appropriation of Funds.

- a. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no

further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

VII. Compensation

- a. The compensation available to pay for the capacity building necessary to operate this agreement comes from the Department of Mental Health, Mental Health Services Act funds. The total amount available is \$12,000 annually. Subject to receipt of a claim for these funds submitted on Public Health letterhead and signed by the Director, the Department of Mental Health shall pay this amount in two payments for the twelve month period. Nothing in this agreement shall be intended to prevent the Mental Health Department to bill as appropriate for Medi-Cal or other external payers to the extent that it is permitted for other services provided to customers who are in receipt of these services.

Accordingly, the Parties hereby (and with the approval of the Board of Supervisors) execute this Agreement:

Plumas County Public Health Department

Mimi Hall, Director

Date

Signatures continued on next page

Plumas County Mental Health Department

Peter Livingston, LCSW, Director **Date**

Reviewed as to form:

Stephen L. Mansell 11/8/13

Stephen L. Mansell **Date**

Plumas Deputy County Counsel

Approved by County Purchasing Agent

T. Swofford, BOS Chair **Date**



**PLUMAS COUNTY
DEPARTMENT OF PUBLIC WORKS**

CONSENT AGENDA REQUEST

for the December 10, 2013 Meeting of the Plumas County Board of Supervisors

December 2, 2013

To: Honorable Board of Supervisors
From: Robert Perreault, Director of Public Works 
Subject: Approve Reimbursable Agreement for Right-of-way Acquisition Services with
the FHWA on the Beckwourth-Genesee Road Reconstruction Project and
Authorize Execution of the Agreement

Background:

Reference is made to the Beckwourth-Genesee Road Reconstruction Project on County Road 111 in Beckwourth from State Route 70 to Clover Valley – FHWA # CA FLAP 111(1) – Plumas County DPW Work Order #138.

The Federal Highway Administration (FHWA), Central Federal Lands Highway Division (CFLHD), in cooperation with the United States Department of Agriculture Forest Service (FS), the California Department of Transportation (Caltrans), and Plumas County, is proposing to improve a portion of Plumas County Road 111 in Plumas County, California.

The proposed action would rehabilitate, restore, resurface, and reconstruct a 9.6-mile section of Forest Highway (FH) 177 from State Route 70 in Beckwourth, north to an intersection at Clover Valley where Plumas County Road 111 continues northwesterly to Genesee, California and continues northeasterly to FH 176.

The proposed improvement of this roadway is administered under the Federal Lands Access Program (FLAP). The FLAP covers all project costs except right-of-way acquisition costs. Right-of-way acquisition costs serve as the County's matching funds. The project is currently budgeted by FHWA at \$21 million for construction and scheduled for Federal FY 14/15 and 15/16. The County's right-of-way acquisition budget is estimated at \$250,000, scheduled over County FY 13/14 and FY 14/15.

The Cost Recovery Agreement allows the Federal Highway Administration (FHWA) to be reimbursed for Right-of-way Acquisition consultant services to assist Plumas County Department of Public Works staff – including appraisals, negotiations, offers, right-of-way

Consent Agenda Request for the Dec 10, 2013 BOS Meeting
Beckwourth-Genesee Highway Project

agreements, and final purchase and recordation of acquisition documents. Utilization of the FHWA consultant will expedite the County's acquisition of the right-of-way over private lands and state-owned lands crossed by the project, including any temporary construction easements.

The funding for this agreement is per Work Order #138 in the Department's construction projects listing. The right-of-way acquisition activities in FY 13/14 are funded with Prop. 1B and RSTP Exchange funds – allocated and previously received by the County from the State.

For FY 13/14, the budget breakdown is as follows:

RSTP Exchange =	\$73,000
Proposition 1B =	\$ 4,475

The Total Agreement Amount is \$ 124,042.43. Public Works staff estimates that approximately \$77,000 will be expended in the current fiscal year and that the remainder will be expended in FY 14/15.

Attached is a copy of FHWA Grant Agreement #DTFH68-14-E-00046, which has been approved and executed by FHWA.

On November 22, 2013, the draft Agreement was approved as to form by Deputy County Counsel Steve Mansell.

Recommendation:

Department of Public Works staff respectfully recommends that the Board of Supervisors vote to approve the draft Agreement and to authorize the Director of Public Works CAO to execute the Cost Recovery Agreement with the Federal Highway Administration (FHWA) for the Right-of-way Acquisition for the Beckwourth-Genesee Road Reconstruction Project.

Attachment

Federal Highway Administration
Federal Lands Highway
GRANT AGREEMENT

DTFH68-14-E-00046

PARTIES TO THE AGREEMENT

Reimbursing Organization	Organization to be Reimbursed
Plumas County, California 1834 East Main Quincy, CA 95971	Federal Highway Administration Central Federal Lands Highway Division 12300 West Dakota Ave Lakewood, CO 80228
DUNS Number : 781990965 TIN: 94-6000528	DUNS Number 126129936

POINTS OF CONTACT FOR THE AGREEMENT

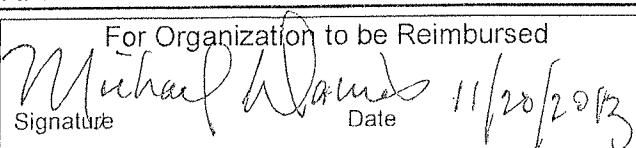
Reimbursing Organization Finance Point of Contact	Organization to be Reimbursed Finance Point of Contact
Name: Phyllis Taddei Address: 1834 East Main Quincy, CA 95971 Phone: 530-283-6268 E-mail: phyllistaddei@countyofplumas.com	Name: Suzanne Schmidt Address: 12300 West Dakota Ave Lakewood, CO 802 Phone: 720-963-3356 E-mail: suzanne.schmidt@dot.gov

Reimbursing Organization Program Point of Contact	Organization to be Reimbursed Program Point of Contact
Name: John Mannie Address: Department of Public Works 1834 East Main Quincy, CA 95971 Phone: 530-283-6498 E-mail: johnmannie@countyofplumas.com	Name: Alan Blair Address: 12300 West Dakota Ave Lakewood, CO 80228 Phone: 720-963-3700 E-mail: Alan.Blair@dot.gov

PERIOD OF PERFORMANCE	LEGAL AUTHORITY
From: see date of signature below To: December 30, 2014	23 U.S.C. 204(b)(2)

TOTAL AGREEMENT AMOUNT	PAYMENT TERMS AND SCHEDULE
TOTAL AGREEMENT AMOUNT: \$124,042.43	EFT

DESCRIPTION OF SUPPLIES, SERVICES, AND DELIVERABLES	
See attached SOW	

AUTHORIZED APPROVALS	
For Reimbursing Organization Signature Title	For Organization to be Reimbursed Signature Title  Date 11/20/2013

Statement of Work

Reimbursable Agreement No. DTFH68-14-E-00046

31 October 2013

- I. Introduction:** Plumas County, California will provide funding to Central Federal Lands Highway Division (CFLHD) for acquisition services that will allow Plumas County to purchase the needed right of way that is required for Project CA 177 Beckwourth to Clover Valley Road, Plumas County Road 111. Plumas County shall be referred to as the Requesting Agency and the CFLHD shall be referred to as the Servicing Agency.
- II. Location:** The Project is located in Plumas County, California. It begins at the Town of Beckwourth, California and continues in a Northerly direction approximately 9 miles. This includes only the privately owned property, property owned by the State of California and property owned by the United States. There are 13 private parcels and 6 landowners including 4 parcels owned by the State of California.
- III. Work Required:** CFLHD will provide all services necessary to acquire the needed right of way as described in the right-of-way documents provided to Plumas County. Right-of-Way acquisition will follow the "Real Estate Acquisition Guide for Local and Public Agencies" and the applicable federal requirements. Tasks included:
 - a. Appraisals
 - b. Project Management
 - c. Record keeping
 - d. Negotiations with landowners

V. Deliverables:

Provide Right of Way and Utility Certifications.

Period of Performance:

All work must be completed no later than 30 August 2014.

VII. Technical Representative:

The Contracting Officer's Technical Representative for this reimbursable agreement is Alan D. Blair. Mr. Blair can be contacted at 720-963-3700 or by email at: alan.blair@dot.gov

VIII. Project Contacts:

- a. The primary FHWA-CFLHD contacts for technical questions are Mr. Alan Blair or Mr. Rick Vanderbeek at 720-963-3705 or alan.blair@dot.gov richard.vanderbeek@dot.gov

b. The contact for financial questions is Regina Monroe, 720-963-3460, regina.monroe@dot.gov.

X. FINANCIAL ADMINISTRATION

A. Total Agreement Amount: See Grant Agreement Form

Funding Citations: 23 U.S.C. 204(b)(2)

B. Reimbursable Payment: The servicing agency will receive payment on a monthly basis, upon receipt of an invoice of costs incurred and authorized. The servicing agency is limited to recovery of actual costs only, with a progress report reflecting the progress to the date of the invoice. The Servicing Agency should not incur costs which exceed the maximum cost stated in this Agreement without authorization. Such authorization will be in the form of a modification to this Agreement.

C. Method of Billing: The Government shall bill the Buyer in accordance with the payment terms and schedule as agreed upon in the Agreement.

The Government requests that these payments be made through the U.S. Treasury's website <https://pay.gov>. Pay.gov can be used to make secure electronic payments to many Federal Government Agencies via credit card or direct debit.

Payment shall be submitted referencing the FHWA/CFLHD
Agreement Number: DTFH68-14-E-00046

Option 1 (Preferred Method)

Plastic Card or Automatic Clearing House Payment (ACH Direct Debit)

Go to Treasury's website, <https://pay.gov>.

Search for Agency Name

Select the appropriate Transportation Agency

Follow the form instructions to make your payment. Note: If making an ACH payment from your bank account, please select ACH Direct Debit as the payment type.

Option 2

Mail Check payment to the following address for Paper Check Conversion (PCC) processing:

MAILING ADDRESS:

Enterprise Service Center
Federal Aviation Administration
ATTN: AMZ-340, Mark Richardson
6500 S. MacArthur Blvd., HDQ Rm 285
Oklahoma City, OK 73169

Notice to Customers Making Payment by Check:

MAKE CHECK PAYABLE TO:

DOT FHWA

Please notify Regina Monroe at 720-963-3460 or regina.monroe@dot.gov if mailing a check. When you provide a check as payment, you authorize us either to use information from your Check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

Privacy Act – A Privacy Act Statement required by 5 U.S.C. § 552a(e)(3) stating our authority for soliciting and collecting the information from your check, and explaining the purposes and routine uses which will be made of your check information, is available from our internet site at (PCCOTC.GOV), or call toll free at (1-800-624-1373) to obtain a copy by mail. Furnishing the check information is voluntary, but a decision not to do so may require you to make payment by some other method.

XI. MODIFICATIONS

Any modifications to the Agreement must be made in writing and agreed to by both parties. Such authorizations are not binding unless they are in writing and signed by personnel authorized to bind each of the agencies.

XII. AGREEMENT COMPLETION

When the Receiving Agency has accepted all deliverables, the Providing Agency will provide a written project evaluation and final accounting of project costs to the receiving agency contact.

XIII. TERMINATION

Either agency may terminate this agreement upon 120-calendar day (or as designated in the statement of work) prior written notification to the other agency. If this agreement is terminated by the Providing Agency, its liability shall extend only to the release of its work products and related materials to the Receiving Agency by the effective date of termination. If this agreement should be terminated by the Receiving Agency, its liability shall extend only to pay for the actual and reasonable costs of the items/services rendered and the costs of any non-cancelable obligations incurred in accordance with the terms of this agreement prior to the effective date of termination.

PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Facsimile (530) 283-6323
Robert A. Perreault, Jr., P.E., Director Joe Blackwell, Deputy Director



CONSENT AGENDA REQUEST

For the December 10, 2013 meeting of the Plumas County Board of Supervisors

December 2, 2013

To: Honorable Board of Supervisors
From: Robert Perreault, Director of Public Works
Subject: Caltrans Invoice for Damaged Light Pole

Robert A. Peneau

Background:

The Department of Public Works has received an invoice from Caltrans for repair/replacement cost of a light pole at Hwy. 70 @ La Porte Road, Old Hwy Road. The Department is responsible for 50% of maintenance cost for signal and safety lighting at this location. The total amount of the invoice is \$4,448.60. Accordingly, the Department's cost share is \$2,224.30. The Department of Public Works has funding available to cover this expense.

Recommendation:

Public Works staff is respectfully requesting that the Board of Supervisors authorize the Director of Public Works to pay the \$2,224.30 amount to Caltrans without a Contract.

The Department has the funding available to cover this expense.

Attachment



Keep this portion for your records

California Department of Transportation

(800) 404-7787

Outside CA: (916) 227-4227

RECEIVED
PLUMAS CO. ROAD DEPT.

OCT 18 2013

PM

AM 7,8,9,10,11,12,1,2,3,4,5,6

Per CA Vehicle Code, Section 17300: Any person who damages a street or highway, or its appurtenances, is liable for the cost of repair or replacement.

If you have auto insurance, submit this invoice to your insurance company.

COUNTY OF PLUMAS
1834 E MAIN ST
QUINCY CA 95971

Cooperative Agreement
for 1998 E. Quincy to S. Loft
Project. Should help soon a
standard Agreement

Invoice Number: 00063104
Invoice Date: 10-10-13

LABOR COSTS \$712.79
EQUIPMENT COSTS \$31.46
MATERIAL COSTS \$1,480.05

\$2,224.30

Invoice Description

D-02
HIT & RUN DAMAGE TO LIGHT
50% SHARED PARTICIPATION
Location: HWY 70 @ LA PORTE RD, OLD HIGHWAY RD 12/23/12

Joe, Do You HAVE ANY INFO. ON THIS? I'D BE THRILLED IF
You HAD INFO ON THE CULPRIT.

JM, FIRST I'VE HEARD OF THIS 50% PARTICIPATION.
How Bout You?

Typically 50% req'd on all
signal or safety lighting
improvements to State Highway / County Rd intersections.

State of California
Department of Transportation
Department of Transportation
ATTN: Cashiering Office
PO Box 168019
Sacramento CA 95816-8019

Make check payable to Department Of Transporation

To make payment by Visa or Mastercard,
include your card number, exp. date, and signature:

[] - [] - [] - [] / []

()
Signature Daytime Phone

If unable to pay in full and have no insurance:
Sign, include social security # and payments will
be arranged over a 1 year period (minimum
\$100.00) based upon your invoice amount.

Signature

SSN

Amount: \$2,224.30
Invoice Number: 00063104

COUNTY OF PLUMAS
1834 E MAIN ST
QUINCY CA 95971

00063104 000 0000000222430 5

DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160

Email: gaylatrumbo@countyofplumas.com



36

DATE: December 3, 2013

TO: The Honorable Board of Supervisors

FROM: Gayla Trumbo, Human Resources Director

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF DECEMBER 10, 2013.

RE: APPROVE RESOLUTION TO AMEND THE SALARY CLASSIFICATION OF THE ALCOHOL AND DRUG ADMINISTRATOR TO THE ANNUAL SALARY OF \$75,000 TO \$90,000.

BACKGROUND AND DISCUSSIONS:

On December 3, 2013, I brought forward to the Board a completed salary review report and recommendation of the Alcohol and Drug Administrator position. After review and discussion, the Board determined that the annual salary range should be set to \$75,000.00 to \$90,000.00.

To amend the salary classification of any position, a resolution must be approved by the Board of Supervisors. Therefore, I request that the Board approve the resolution to amend the salary classification of the Alcohol and Drug Administrator to the annual salary range of \$75,000.00 to \$90,000.00.

Thank you for your time and consideration of this agenda item.

RESOLUTION NO. _____

**RESOLUTION TO AMEND PLUMAS COUNTY SALARY CLASSIFICATION OF THE
ALCOHOL AND DRUG ADMINISTRATOR**

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, it was requested that the Human Resources Director to conduct a salary review of the Alcohol and Drug Administrator; and

WHEREAS, on December 3, 2013, the Human Resources Director brought forward to this Board a salary review report that included information comparing twenty-four counties to our current Alcohol and Drug Administrator's salary range of \$69,468.00; and

WHEREAS, after review and discussion of this information and the recommendation of the Human Resources Director, the Board of Supervisors determined the annual salary classification of the Alcohol and Drug Administrator is to be \$75,000.00 to \$90,000.00.

WHEREAS, NOW, THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

Approve the amendment to the salary classification of the Alcohol and Drug Administrator to the annual salary range of \$75,000.00 to \$90,000.00

The foregoing Resolution, was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 10th day of December, 2013, by the following vote:

AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

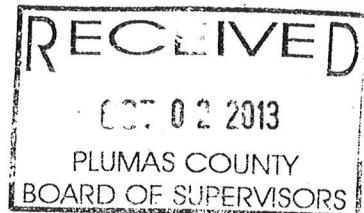
4A

CLAIM AGAINST THE COUNTY OF PLUMAS
(Pursuant to Government Code §910.4)

NOTICE: All claims must be presented to the County of Plumas in accordance with Government Code §915.4. Failure to fully complete this form will result in your claim being returned. Plumas County employees are not allowed to provide legal advice. Attach additional pages if needed.

MAIL TO:

Clerk of the Board
520 Main St, Rm 309
Quincy, CA 95971



CLAIMANT INFORMATION

1. Name of Claimant: Katie Desmond
2. Date of Birth: 09/28/1970
3. Gender (circle one): Male Female
4. Mailing Address of Claimant:
220 Forest Knoll Lane Quincy CA 95971
Address City State Zip
5. Mailing Address where notices are to be sent (if different than mailing address of claimant):

6. Telephone Number of Claimant: (530) 283-1017

INFORMATION ABOUT CLAIM

7. Incident Date: Month 09 Day 25 Year 2013
8. Location of Incident (if applicable, include street address, highway number, post mile number, or direction of travel):
Beginning of bike path to Feather River College, from Highway 70 (at the RV park) intersection and highway.
9. Explain the circumstances that led to the alleged damage or injury (state all facts that support your claim and why you believe the County is responsible for the alleged damage or injury. If more space is needed, continue on a separate page):
I commute on my bike daily. On this morning I ran right into the sleeve of the bollard which had been removed to mow the bike path. There were no warning cones or signs indicating that the bike path was closed or that the sleeves of the bollards were exposed. When I limped to campus (late for the first class I teach), I called Director of Facilities, Nick Boyd, who drove over to path and set up cones. My husband (who came to campus to pick up bike later) stopped to talk to county worker taking pictures of bollard sleeves, and he admitted not putting out cautions because they were not in the rig he'd been assigned that day.
10. General description of the specific damage, injury, indebtedness, obligation, or loss incurred so far as it may be known at the time of presenting claim:
The tire on my bike was shredded and the bike tube popped. (\$28 repair by Paul at the bike shop...receipts attached). The rim got a large gash. I also got a serious gash on my knee but it appears to be a bad contusion with no long term problems.

11. Dollar amount of claim (if less than \$10,000) as of the date of presenting the claim (include the estimated amount of any prospective injury, damage, or loss, insofar as it may be known when claim is presented): \$ 28.51

12. If the amount claimed exceeds \$10,000, no dollar amount shall be included in the claim. However, please indicate whether the claim would be limited to civil case: YES NO

13. Name(s) of public employee(s) causing the injury, damage or loss, if known:

CLAIMS INVOLVING MOTOR VEHICLES

14. Insurance information (complete if claim involves motor vehicle). Has the claim for the alleged damage/injury been filed (or will be filed) with your insurance carrier? YES NO

15. Name of insurance carrier and telephone number (including area code):

Name	Telephone Number		
Address	City	State	Zip
16. Policy Number:			
17. Are you the registered owner: <input type="checkbox"/> YES <input type="checkbox"/> NO			
18. Amount of deductible: \$ _____			
19. Make: _____	Model: _____	Year: _____	

Section 72 of the Penal Code provides that a person found guilty of submitting a fraudulent claim may be punished by imprisonment in the County Jail or State Prison, and/or by the imposition of a fine up to \$10,000.00.

Signature of Claimant, or by some person legally authorized to submit this claim on your behalf.

Katie Desmond
Signature

9/30/2015
Date

Katie Desmond
Printed Name of Person Completing Claim

9/25/2013 4:10 PM

Sales Receipt #611

Store: 1

Merchant Copy

The Bike Shop

104 Leonard Ave
Quincy, CA 95971
530-283-4015

facebook.com/thebikeshopquincy

Bill To:

Paul Vaughn

Paul Vaughn, 283-1017

Cashier:

Paul Vaughn

283-1017

Item #	Qty	Price	Ext Price
545	1	\$20.00	\$20.00
13095			

Subtotal:	Local Sales Tax:	RECEIPT TOTAL:
\$20.00	7.5 % Tax	\$21.50

Visa
Reference # 10000000236 Auth=171704
Entiry Swiped Merchant # ***70698

9/25/2013 12:12 PM

Sales Receipt #607

Store: 1

Merchant Copy

The Bike Shop

104 Leonard Ave
Quincy, CA 95971
530-283-4015

facebook.com/thebikeshopquincy

Cashier:

Paul Vaughn

283-1017

Item #	Qty	Price	Ext Price
673	1	\$7.46	\$7.46
144417			

492	1	\$8.99	\$8.99
Tube R+R			
D%	10.1%		
Subtotal			
\$16.45			
Local Sales Tax			
7.5 % Tax			
+ \$0.56			
\$17.01			

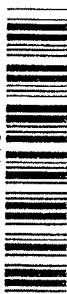
Visa
Reference # 10000000235 Auth=121620
Entiry Swiped Merchant # ***70698

Signature _____
I agree to pay above amount according to card
Issuer agreement (merchant agreement
if credit voucher).

Thanks for shopping with us!

Total Sales Discounts: \$1.01

Thanks for shopping with us!



611



607