

BOARD OF SUPERVISORS

Terrell Swofford, 1st District
Kevin Goss, Vice Chair 2nd District
Sharon Thrall, 3rd District
Lori Simpson, 4th District
Jon Kennedy, Chair 5th District

**AGENDA FOR REGULAR MEETING OF NOVEMBER 04, 2014 TO BE HELD AT 11:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

10:00 – 11:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION

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

11:00 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

SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Grizzly Ranch Community Services District; Beckwourth County Service Area; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District; County Service Area #12.

Convene as the Flood Control & Water Conservation District Governing Board

1. **FLOOD CONTROL & WATER CONSERVATION DISTRICT** – Robert Perreault/Randy Wilson
 - A. Report on the status of the public negotiations with the California Department of Water Resources and the State Water Contractors having to do with the State Water Project Contract Extension. Discussion, possible action and/or direction to staff
 - B. Report on the status of the proposed "Plumas Amendment" having to do with the "2003 Monterey Settlement Agreement." Discussion, possible action and/or direction to staff.
 - C. Consider a change to the Prop 84 Grant Agreement to update the Integrated Regional Water Management Plan (IRWM) between the Department of Water Resources and the Plumas County Flood Control & Water Conservation District regarding the funding match. Discussion and possible action

Adjourn as the Flood Control & Water Conservation District Governing Board and reconvene as the Board of Supervisors

2. DEPARTMENTAL MATTERS

A) PLANNING – Randy Wilson

- 1) Prop 50: Approve contract of \$37,320 with Uma Hinman Consulting to perform invoicing services related to the Prop 50 Grant Agreement between the Department of Water Resources and Plumas County. Approved as to form by County Counsel. Discussion and possible action
- 2) Prop 50: Approve amendment of the Prop 50 Grant Agreement between Plumas County and the Department of Water Resources reprogramming \$1,290,000 of the Last Chance II project monies for a new project entitled “Greenville Water and Sewer System Repairs”. Approved as to form by County Counsel. Discussion and possible action

B) PUBLIC WORKS – Robert Perreault

- 1) **CONTINUED PUBLIC HEARING** from October 14, 2014: Consider matters identified by the utilities that are involved in the PG&E Undergrounding Project that is part of the State Route 89 and County Roads Improvement Project in Greenville. Discussion and possible action
- 2) Solid Waste: Status report on discussions between Public Works staff and a Committee of Sierra County pertaining to potential acceptance of Sierra County Solid Waste by the Plumas County Solid Waste Program. Discussion and possible action
- 3) Authorize the Department of Public Works to recruit and fill vacant 1.0 FTE Road Maintenance Worker position in Beckwourth; and 1.0 FTE Road Maintenance Worker position in Greenville. Discussion and possible action
- 4) Review Project Descriptions for the OHV Grant Funds awarded to the Department of Public Works for four (4) projects. Discussion and possible action
- 5) Consider “new rule” being jointly proposed by the US EPA and the US ACE pursuant to the Clean Waters Act and related Court decision. Discussion and possible action
- 6) Approve Memorandum(s) of Understanding between Plumas County and the Indian Valley Community Services District necessary to implement water and sewer system repairs to be funded by Prop 50 and appoint the Director of Public Works as the Project Administrator. Discussion and possible action

C) CLERK OF THE BOARD – Nancy DaForno

Approve budget adjustment of \$241,541.88 for Title III revenue received but not budgeted for FY 2014-2015. Discussion and possible action

D) SHERIFF – Greg Hagwood

- 1) Authorize the Sheriff to recruit and fill vacant 1.0 FTE Deputy Sheriff position created by retirement. Discussion and possible action
- 2) Adopt **RESOLUTION** authorizing the Sheriff to sign Grant Agreement #C8957116 with the Department of Parks & Recreation, Division of Boating & Waterways. **Roll call vote**
- 3) Approve supplemental budget of \$40,000 for unanticipated revenue awarded to Sheriff’s Boat Patrol Program. **Four/fifths required roll call vote**

E) ALCOHOL & OTHER DRUG SERVICES – Louise Steenkamp

- 1) Adopt **RESOLUTION** to amend the Job Descriptions for Substance Use Disorders Specialist I; Substance Use Disorders Specialist II; and Alcohol and Drug Program Clinician Supervisor. **Roll call vote**
- 2) Authorize the Department of Alcohol & Other Drug Services to recruit and fill vacant 1.0 FTE AOD Program Clinician Supervisor position. Discussion and possible action

F) PUBLIC HEALTH AGENCY – Mimi Hall

Authorize Public Health to recruit and fill vacant 1.0 FTE Public Health Program Division Chief position. Discussion and possible action

G) **DISTRICT ATTORNEY** – David Hollister

Approve and authorize the District Attorney to sign Memorandum of Understanding between the Plumas Superior Court and the County of Plumas for Collaborative Justice Courts Substance Abuse Focus Grant Program; and approve supplemental budget of \$20,846 for FY 2014-2015 unbudgeted revenue. **Four/fifths required roll call vote.** Approved as to form by County Counsel

H) **FACILITY SERVICES & AIRPORTS** – Dony Sawchuk

- 1) Approve supplemental budget for unanticipated grant revenue awarded to Plumas County Facility Services of \$260,000 for Mt. Hough OHV Trail Projects. **Four/fifths required roll call vote**
- 2) Approve budget transfer of \$100 from Airport Maintenance Buildings and Grounds (521300) to Overtime Pay (51060). Discussion and possible action
- 3) Airports: Approve budget transfer of \$9,500 from Regular Wages (51000) to Other Wages (51020) to cover Chester Airport Manager Employment Contract. Discussion and possible action

3. **BOARD OF SUPERVISORS**

- A. Approve and authorize the Chair to sign letter to public officials regarding the unwillingness of Frontier Communications to work with state and local agencies involved in the PG&E Undergrounding Project that is part of the State Route 89 and County Roads Improvement Project in Greenville. Discussion and possible action
- B. Correspondence
- C. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.

4. **CONSENT AGENDA**

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

A) **EMERGENCY SERVICES**

Approve Continuation of Local Emergency Due to Drought

B) **SHERIFF**

Approve and authorize the Chair to sign contract between Plumas County and Kassbohrer All Terrain Vehicles, Inc. of \$20,000 for service to snowcat. Approved as to form by County Counsel

C) **CLERK OF THE BOARD**

Approve Board minutes for October 2014

D) **FACILITY SERVICES & AIRPORTS**

- 1) Approve and authorize the Chair to sign Addendum No. 1 to Custodial Contract between County of Plumas and Tim Ringo dba Bob's Janitorial Service. Approved as to form by County Counsel
- 2) Approve and authorize the Director of Facility Services to sign Trail Agreements with Sierra Butte Trail Stewardship for Ground Operations & Maintenance (\$158,695); and Trail Development (\$299,702). Approved as to form by County Counsel
- 3) Approve and authorize the Chair to sign airport construction and engineering contracts: 1) Knife River Construction (Rogers Field Reconstruct Apron) \$1,467,730; 2) Reinard Brandley Engineering (Rogers Field Reconstruct Apron) \$310,000; and 3) Reinard Brandley Engineering (Gansner Field Reconstruct Runway) \$193,000. Approved as to form by County Counsel

E) CHILD ABUSE PREVENTION

Approve and authorize the Chair to sign Services Agreement between County of Plumas and Plumas Rural Services for Preserving Safe and Stable Families Services. Approved as to form by County Counsel

F) DISTRICT ATTORNEY

Approve and authorize the District Attorney to sign Memorandum of Understanding between the District Attorney and the Plumas County Literacy Program for classes at the Day Reporting Center funded by Plumas County Health 20,000 lives initiative. Approved as to form by County Counsel

G) AGRICULTURE/WEIGHTS & MEASURES

Approve and authorize the Chair to sign Agreement between the County of Plumas and CDFA of \$5,000 for exotic insect pest detection. Approved as to form by County Counsel

H) PUBLIC HEALTH AGENCY

- 1) Approve and authorize the Chair to sign an Amendment to Agreement between Trilogy Integrated Resources for the purpose of developing the Plumas County Network of Care website. Approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign Agreement Number PCCFC1415PCPHA and PCCFC1415PCPHADATA with Plumas County Children & Families Commission (PCCFC) for Home Visiting and Data Entry Services for FY 2013-2014. Approved as to form by County Counsel
- 3) Approve a collaborative Memorandum of Understanding among Plumas Unified School District, Plumas County Social Services and Public Health Agency for health access through Express Lane Eligibility for Medi-Cal and the Application for Determination of Eligibility for CalFresh
- 4) Approve and authorize the Chair to sign the following Agreements with the Public Health Agency: TG1415PRS with Plumas Rural Services for \$9,000.00; TG1415WMP with Women's Mountain Passages for \$19,000.00; TG1415PCA with Plumas County Arts for \$12,000.00 and TG1415DA with District Attorney for \$20,000.00. Approved as to form by County Counsel

I) PUBLIC WORKS

Solid Waste: Approve and authorize the Chair and the Director of Public Works to sign Amendment No. 3 to the Solid Waste Professional Services and Groundwater Monitoring Contract with Vestra Resources, Inc. of \$10,000. Approved as to form by County Counsel

J) LIBRARY/LITERACY

Approve and authorize the County Librarian to sign contract of \$2,788 between County of Plumas Literacy and Linda Whitt dba Feather River Equine Therapy and Assisted Learning and ratify payment for work performed in July and August 2014. Approved as to form by County Counsel

NOON RECESS

5. 1:30 P.M. BOARD OF SUPERVISORS

FY 2014-2015 Budget Review for the following Non-General Fund Departments:

- Mental Health – Peter Livingston

6. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Real Property Negotiator, Supervisor Thrall concerning price, terms of payment (100 Trilogy Lane, Quincy, California)
- B. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – High Sierra Rural Alliance v. County of Plumas, Plumas Superior Court Case No. CV14-00009
- C. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, December 02, 2014, Board of Supervisors Room 308, Courthouse, Quincy, California.



PLUMAS COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

DATE: November 4, 2014

TO: Honorable Chair and Board Members of the Plumas County Flood Control and Water Conservation District

FROM: Randy Wilson, Plumas County Planning Director and Co-Chair of the Plumas County Flood Control and Water Conservation District

RE: Discussion and consideration of approval of a minor change to the Proposition 84 Grant Agreement to update the Integrated Regional Water Management Plan (IRWM) between the Department of Water Resources (DWR) and the Plumas County Flood Control and Water Conservation District (District) regarding the funding match.

Background

The District Board approved a Grant Agreement with DWR for Prop 84 funds to update the IRWM plan on February 11, 2014. The Grant Agreement requires a 25% match. The grant application contained a line item indicating there was already a historical match of \$214,449. The grant application, submitted in March 2012, was for \$798,704 in grant funding. DWR approved the grant application for a lesser amount than requested. The DWR approved amount was \$679,657. The award amount requires less grant match than in the grant application.

The Grant Agreement requires a match of \$237,489 and the Agreement was set up so that all of the match would be achieved prior to submitting the first invoice to DWR. Working with DWR staff we now have their concurrence that we have submitted all the required documentation to achieve the grant match as planned in the Grant Agreement. The grant match can not come from State funds. Federal funds, General Funds, donations, and in-kind activities do count toward the grant match as long as the activities and funds invoicing occurred after October 1, 2008.

The required grant match that has been approved by DWR comes from the following sources:

- 1) Professional Services costs of the General Plan update for the Water, Agriculture and Forestry, and Conservation Elements (General Fund) for a total of \$88,434.
- 2) Costs of the Lake Almanor Water Quality monitoring (donations) for a total \$66,059.
- 3) Cost of the Lake Almanor Watershed Plan (Title III) for a total of \$72,999.
- 4) Leah Wills' costs as a Professional Services Contractor with the County (General Fund) for a total of \$10,197.

Staff would like to note in determining the final documentation for the grant match there was more grant match than needed, especially with regard to the costs of the General Plan Update.

Staff Comment

DWR staff identified a missing element to the Grant Agreement between the District and DWR when working with staff on the final match documentation, which is a clause in the Agreement related to the grant match. The amendment to the Grant Agreement for discussion and consideration by the District Board is due to a match clause that is required to be in the agreement according to DWR rules. DWR staff has provided an amendment for the District Board to consideration regarding the grant match.

Actions for Consideration

Staff recommends that the Governing Board of the Plumas County Flood Control and Water Conservation District take the following action:

- I. Approve the attached Amendment regarding grant funding match to the Grant Agreement between the Department of Water Resources and the Plumas County Flood Control and Water Conservation District, and authorize the Co-Manager of the Plumas County Flood Control and Water Conservation District to sign the Amendment.

Attachment:

Amendment to the Grant Agreement between the Plumas County Flood Control and Water Conservation District and the Department of Water Resources

**Grant Agreement 4600010066
Amendment 1**

**State of California Natural Resources Agency
Department of Water Resources**

**Agreement Between The State of California
Department of Water Resources
and County of Plumas**

**Under the Proposition 84 Safe Drinking Water, Water Quality and
Supply, Flood Control, River and Coastal Protection Bond Act of 2006**

The following modifications shall be made:

Exhibit A - Work Plan

Add the following Action j. to Task 2: Baseline Technical Study

- j. Complete the following studies: County of Plumas General Plan Update – Water, Agriculture, Forestry, and Conservation Elements; Lake Almanor Water Quality Monitoring, Lake Almanor Watershed Plan. These were completed prior to the award of the grant and are included as funding match.

All other terms and conditions of the agreement will remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto:

STATE OF CALIFORNIA,
DEPARTMENT OF WATER RESOURCES

COUNTY OF PLUMAS

Tracie Billington, P.E., Chief
Financial Assistance Branch
Division of Integrated
Regional Water Management

Randy Wilson
Plumas County Planning Director

Date: _____

Date: _____

Approved as to legal form and sufficiency

Spencer Kenner, Assistant Chief Counsel
Office of Chief Counsel

Date: _____

Control Boards, and the state and federal fish and wildlife, and flood control agencies, on the Draft Plan.

- f. Travel up to 4 times to other regions to facilitate interregional coordination as needed. Additionally, attend up to 2 conferences, meetings, and workshops to facilitate interregional coordination. The travel will be to facilitate integration of relevant regional planning efforts with the UFR IRWM through in-person meetings with other IRWM and water planning teams. The meetings and workshops will be useful in collaboration and coordination of issues related to regional water planning and the UFR IRWM Plan.
- g. Develop a "Consistency Determination" as part of the Draft Plan for the Central Valley Basin Plan, and for the National Forest Plans for the Plumas, Lassen, and Tahoe National Forests within the UFR Region.

Invitation letters, responses, comments and other materials from this task such as interregional conferences and meetings and will be posted on the Plan website (www.featherriverwater.com). Comments on the "Consistency Determination" and responses to comments will be incorporated into the final Plan.

Deliverables: Interregional communications and agreements, and interregional conference and meeting summaries.

Task 2: Baseline Technical Study

The objective for this Task is to provide a summary of existing water management related studies within the region as the scientific and technical foundation for the Plan update.

Actions:

- a. Collect and evaluate Plan related literature and data for the UFR region.
- b. Issue a "Call for Papers, Studies, and Data" at a meeting of the RWMG. Post solicitation on the Plan website (www.featherriverwater.com).
- c. Evaluate papers, studies and information provided by the Workgroups.
- d. Review "mandatory" plans such as general plans, The State Water Resources Control Board's Basin Plan, FERC licenses, National Forest Land and Resource Plans, etc.
- e. Develop information summaries, identify information gaps, and discuss how the information and analyses and study methods that are available will be used by the RWMG and the public to understand water management conditions and needs over the twenty year Planning horizon.
- f. Review the California Water Plan, 2013 Update.
- g. Prepare the draft Baseline Technical Study and present to the RWMG on or about the 5th meeting of the RWMG.
- h. Solicit comments by the Workgroups on the draft Baseline Technical Study at Workgroup meetings.
- i. Incorporate RWMG comments (and including public comments) and Workgroup comments (and including public comments).
- i.j. Complete the following studies: County of Plumas General Plan Update – Water, Agriculture, Forestry, and Conservation Elements; Lake Almanor Water Quality Monitoring, Lake Almanor Water Shed Plan. These were completed prior to the award of the grant and are included as funding match.

Formatted: Underline

Post the summary of literature and data collected and the Draft Baseline Technical Study on the Plan website (www.featherriverwater.com).

Deliverables: "Call for Papers, Studies, and Data", the Draft Baseline Technical Study, and a summary of literature and data collected.



PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9366
(530) 283-7011

www.plumascounty.us

DATE: November 4, 2014

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director/Co-Manager of the Plumas County Flood Control and Water Conservation District

RE: Approval of a contract with Uma Hinman Consulting to perform invoicing services related the Prop 50 Grant Agreement between the Department of Water Resources and Plumas County.

Background

The Plumas County Board of Supervisors on June 2, 2009 approved a Grant Agreement between Plumas County and the California Department of Water Resources (DWR). This Grant Agreement contains seven (7) projects totaling \$7,000,000 of grant monies. The overall amount of projects in the Grant Agreement with the grant match is \$8,528,685. The Plumas County Planning Director/Co-Manager of the Plumas County Flood Control and Water Conservation District was assigned the management of this grant in January of 2012. Invoicing of the grant agreement has been an issue since January 2012 because staff has had difficulty in finding the funds in the grant to perform the invoicing. Plumas Corporation was willing assist in invoicing until the spring of 2014.

Staff has worked with DWR on how to pay for the invoicing out the grant funds awarded and on Friday, October 17, 2014, DWR determined that invoicing costs can be associated with each project under the grant. No invoicing has occurred since the spring of 2014 when Plumas Corporation notified the County that they would no longer provide invoicing services for the grant.

Staff contacted Uma Hinman Consulting, the consulting firm who is doing the Integrated Regional Water Management Plan update (IRWM) and whom has a sub-contract with a person who is familiar with DWR's invoicing requirements, and whom is doing the invoicing for the Prop 84 grant, which is financing the IRWM plan update for proposal to do the invoicing for the Prop 50 Grant Agreement. The requested approval of the contract with Uma Hinman Consulting is based on the proposal submitted by Uma Hinman Consulting.

Staff Comment

The structure of the Grant Agreement contains one line item amount for each project under the grant. Some projects have been completed and staff is working on reprogramming approximately

\$2,200,000 of the awarded grant funds to other projects as the Board of Supervisors in November 2013 determined that Last Chance II project contained within the grant should no longer be implemented and the remaining funds attached to this project should be reprogrammed to other projects.

Staff is actively working on reprogramming the Last Chance II funds. Another project, the Sierra Valley Integrated Water Management project with the Feather River Land Trust has been completed with approximately \$40,000 in grant funds that were not spent. DWR staff has determined that invoicing costs can be associated with each project under the grant and that at the end of the grant final adjustments can be made to the Grant Agreement in effect truing up the numbers in the grant.

Staff finds that Uma Hinman Consulting has the expertise to perform invoicing of the Prop 50 grant and that this will greatly assist the County in completion of the projects within the Grant Agreement.

Of note is the time frame for the requested contract. DWR has let staff know that the projects under the grant have to be completed by December 31, 2015. However, DWR staff is aware that one project, the UC Davis modeling project for the Sierra Valley will not be completed by this date due to lack of precipitation during the winter of 2013-2014 and that at least some additional time is needed for weather verification via weather stations installed in the Sierra Valley, which are used to validate the model. Staff believes that with all the other projects completed by December 31, 2015, that DWR will be willing to extend the Grant Agreement to accommodate this project's needs. This is the reason for the requested length of time for the proposed contract and there may even be a need to extend the proposed contract beyond the requested date of expiration should the UC Davis modeling project require more time for verification.

ACTIONS FOR CONSIDERATION

Staff recommends the Board of the Supervisors take the following action.

- I. Approve the attached contract with Uma Hinman Consulting for invoicing services for the Prop 50 Grant Agreement between Plumas County and the Department of Water Resources and authorize the Planning Director/Co Manager of the Plumas County Flood Control and Water Conservation District to sign the contract.

Attachments:

Contract with Uma Hinman Consulting for Invoicing Services related to the Prop 50 Grant Proposal for Proposition 50 Project Invoicing and Reporting by Uma Hinman Consulting



August 7, 2014

VIA EMAIL

Plumas County Flood Control and Water Conservation District
Randy Wilson, Co-Manager
555 Main Street
Quincy, CA 95971

RE: Proposal for Proposition 50 Project Invoicing and Reporting - **Revised**

Dear Randy,

It is our understanding that the District/County has a need for invoicing assistance for nine (9) ongoing Proposition 50 Grant-funded Projects. We are submitting for your consideration this proposal to assist the District/County with preparing quarterly invoices and reports in support of those Projects.

SCOPE OF SERVICES

Task 1: Quarterly Invoicing & Reporting for Nine (9) Proposition 50 Grant Projects

This task includes developing quarterly invoices and progress reports for the District/County Proposition 50 Grant Projects, including activities and maintenance of financial records.

- Prepare invoice spreadsheet forms provided for Projects with costs for the specific time period for the invoice.
- Prepare tracking by task/sub-task for subconsultants as well as in-kind services.
- Prepare back-up documentation (e.g., pay stubs to document labor/overhead rates, etc.) to support the invoices.
- Review back-up documentation for subcontractor invoices for consistency with the work task scope, schedule/time period.
- Work with DWR Grants Manager, the Plumas County Flood Control and Water Conservation District (PCFCWCD) Manager/Plumas County, and the Projects' subcontractors to prepare, submit, and track payment of quarterly invoices by DWR and payment of subcontractor invoices and other plan-related expenses.
- Ensure consistency between quarterly progress reports and invoices.
- Upload quarterly progress reports and invoices with all supporting materials to DWR.

All invoices and reports will be submitted to the District for review prior to submittal to DWR.

Assumptions: Invoicing for the nine (9) projects are under one Proposition 50 Grant and will be required for five (5) billing quarters.

Deliverables: Monthly invoices and progress reports for work accomplished during the invoice time period, per DWR forms and requirements.

Task 2: Track In-Kind Contributions

Track in-kind match contributions for UFR IRWM Plan update meetings, workshops and public hearings as provided by the administrative support contractor and include in-kind match contributions in invoices and financial records. Coordinate and review completeness of all documentation for in-kind services.

Task 3: Project Completion Report

Prepare a draft and final Project Completion Report including a section for each of the nine (9) Projects. Uma Hinman Consulting will coordinate with the District and subconsultants to prepare a draft Project Completion Report. Uma Hinman Consulting will incorporate any edits to the draft Report and prepare a final Project Completion Report. The last step of this task will be to upload the final Project Completion Report to DWR.

Assumptions: Project Completion Report will consist of one report with a section for each of the nine projects.

Deliverables: Draft and final Project Completion Reports.

Task 4: Coordination with Consultant Team

This task is intended to provide for general coordination with the District Manager, as-needed. Anticipated coordination efforts may include participation in team conference calls, meetings, administrative support activities, etc.

SCHEDULE

Work will commence upon your authorization to proceed. The project schedule will be a topic of discussion during a project initiation meeting or conference call, and the timeline can be refined to meet District and DWR scheduling needs. It is our understanding that the invoicing need will run from September 14, 2014 through December 31, 2015.

BUDGET AND TERMS AND CONDITIONS

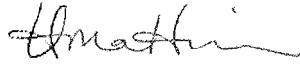
The cost for the above outlined scope of services will be \$37,320. This fee estimate includes all costs for labor and expenses associated with the tasks identified above. Work will be completed in accordance with UHC's Hourly Rate Method of Billing, attached. UHC will invoice the District quarterly, in accordance with DWR's Proposition 50 Project guidelines.

Task		Per Quarter	Subtotal
1	Prop 50 Invoicing/Reporting (1 Grant/9 Projects/5 quarters)	\$4,400	\$22,000
2	Track In-Kind Contributions	650	3,250
3	Project Completion Report	---	8,820
4	Coordination with Consultant Team	650	3,250
Total			\$37,320

Mr. Randy Wilson
August 7, 2014

Thank you for considering this proposal to assist the District/County with its Proposition 50 invoicing and reporting. If you find the proposal acceptable, please provide authorization to proceed. If you have any questions or need further detail, please contact me at (916) 813-0818 or uhinman@comcast.net.

Sincerely,

A handwritten signature in black ink, appearing to read 'Uma Hinman', with a stylized, cursive script.

Uma Hinman
Principal/Owner

Attachment: Resumes
UHC Hourly Rate Method

Services Agreement

This Agreement is made by and between the PLUMAS COUNTY, a political subdivision of the State of California (hereinafter referred to as "County"), and Uma Hinman Consulting, a sole proprietorship (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. District shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Thirty Seven Thousand, Three Hundred and Twenty Dollars (\$37,320).
3. Term. The term of this agreement shall be two years from November 4, 2014 through November 3, 2016, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. 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 except for services already provided but not yet paid 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.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the

 COUNTY INITIALS

- 1 -

CONTRACTOR INITIALS _____

14. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
15. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
16. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
17. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
18. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
19. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.
20. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
 - c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile

maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

22. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Planning Department
County of Plumas
555 Main Street
Quincy, CA 95971
Attention: Randy Wilson

Contractor:

Uma Hinman Consulting
P.O Box 1251
Cedar Ridge, CA 95924

Attention: Uma Hinman, Owner/Environmental Planner, uhinman@comcast.net, 916-813-0818

23. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
24. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
25. Retention of Records. Pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the District or as part of any audit of the District for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

 COUNTY INITIALS

CONTRACTOR INITIALS _____

EXHIBIT A

SCOPE OF SERVICES

Task 1: Quarterly Invoicing & Reporting for Nine (9) Proposition 50 Grant Projects

This task includes developing quarterly invoices and progress reports for the County Proposition 50 Grant Projects, including activities and maintenance of financial records.

- Prepare invoice spreadsheet forms provided for Projects with costs for the specific time period for the invoice.
- Prepare tracking by task/sub-task for subconsultants as well as in-kind services.
- Prepare back-up documentation (e.g., pay stubs to document labor/overhead rates, etc.) to support the invoices.
- Review back-up documentation for subcontractor invoices for consistency with the work task scope, schedule/time period.
- Work with DWR Grants Manager, the Plumas County Planning Director/Plumas County Flood Control and Water Conservation District (PCFCWCD) Co-Manager/Plumas County, and the Projects' subcontractors to prepare, submit, and track payment of quarterly invoices by DWR and payment of subcontractor invoices and other plan-related expenses.
- Ensure consistency between quarterly progress reports and invoices.
- Upload quarterly progress reports and invoices with all supporting materials to DWR.

All invoices and reports will be submitted to the County for review prior to submittal to DWR.

Deliverables: Monthly invoices and progress reports for work accomplished during the invoice time period, per DWR forms and requirements.

Task 2: Track In-Kind Contributions

Track in-kind match contributions for UFR IRWM Plan update meetings, workshops and public hearings as provided by the administrative support contractor and include in-kind match contributions in invoices and financial records. Coordinate and review completeness of all documentation for in-kind services.

Task 3: Project Completion Report

Prepare a draft and final Project Completion Report including a section for each of the nine (9) Projects. Uma Hinman Consulting will coordinate with the District and subconsultants to prepare a draft Project Completion Report. Uma Hinman Consulting will incorporate any edits to the draft Report and prepare a final Project Completion Report. The last step of this task will be to upload the final Project Completion Report to DWR.

Deliverables: Draft and final Project Completion Reports.

 COUNTY INITIALS

CONTRACTOR INITIALS _____

EXHIBIT B

Rate Schedule

Uma Hinman Consulting Staff

Hourly rates for Uma Hinman Consulting Staff assigned to the Plumas County Proposition 50 Grant Invoicing Proposal include the following:

Principal Planner	\$80.00/hour
Administrative Support	\$35.00/hour

Subconsultants

Uma Hinman Consulting charges a 10 percent administrative fee on all subconsultant services.

Consultant will submit quarterly invoices to County for fees and cost incurred. Each invoice shall detail services and time spent, name of person providing services, date and time, as well as a brief description of services provided. All costs and expenses incurred shall be described in detail and supported by receipts.

County will pay Consultant within 15 days upon reimbursement by the State.



My

2A2

PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9366
(530) 283-7011

www.plumascounty.us



DATE: November 4, 2014

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director *RW*

RE: Approval of an amendment to the Prop 50 Grant Agreement between Plumas County and the Department of Water Resources (DWR) reprogramming \$1,290,000 of the Last Chance II project monies for a new project entitled, "Greenville Water and Sewer System Repairs".

Background

The Plumas County Board of Supervisors on June 2, 2009, approved a Grant Agreement between Plumas County and the California Department of Water Resources (DWR). This Grant Agreement contains seven (7) projects totaling \$7,000,000 of grant monies. The overall amount of projects in the Grant Agreement with the grant match is \$8,528,685.

The Board of Supervisors in November 2013 determined that the Last Chance II project contained within the grant should no longer be implemented and the remaining funds attached to this project should be reprogrammed to other projects. Staff has been actively working on this Board direction since this determination by the Board of Supervisors. Staff would like to note that DWR had no issues with this Board decision and has also actively worked with staff on reprogramming the remaining funds that were dedicated to the Last Chance II project. This is the first of several projects that will be coming to the Board for approval related to reprogramming of the Last Chance II project funds, which are approximately \$2,200,000.

Staff would like to note that there will be modifications to some to of the existing projects within the Prop 50 Grant Agreement also forthcoming, as since the Grant Agreement was approved on June 2, 2009, the projects in the Grant Agreement have been re-thought in light of today and slight modifications are needed. Staff is actively working with the project sponsors and DWR staff on these modifications.

Staff Comment

The Greenville Water and Sewer System Repair project is timely as the Plumas County Department of Public Works and Caltrans have been working on a Caltrans Highway Improvement Project for State Highway 89 through Greenville for a number of years, and this project will match well with this project.

This project consists of water and sewer system repairs within the community of Greenville that were identified in the Condition Assessment prepared in anticipation of improvements to the State Highway 89 and adjoining County roads. The sewer system repairs include replacement of numerous mains, lining of select mains, cleaning and jetting of mains, replacement of a cleanout, and root treatment. Water system repairs include replacement of water mains, new water and service meters, and numerous gate valves.

ACTIONS FOR CONSIDERATION

Staff recommends the Board of the Supervisors take the following action.

- I. Approve the attached Amendment to the Prop 50 Grant Agreement between the Department of Water Resources and the Plumas County Flood Control and Water Conservation District regarding reprogramming of grant funding in the amount of \$1,290,000 to the Greenville Water and Sewer System Repairs project and authorize the Co-Manager of the Plumas County Flood Control and Water Conservation District to sign the Amendment.

Attachment:

Amendment of the Grant Agreement between the Plumas County and the Department of Water Resources

Grant Agreement 4600007650, Amendment 6

**State of California Natural Resources Agency
Department of Water Resources**

**Agreement Between The State of California
Department of Water Resources
and County of Plumas**

**Under the Water Security, Drinking Water, Coastal and Beach Protection
Act of 2002
(Water Code Section 79500et seq.)**

The following modifications shall be made:

Exhibit A - Work Plan

Add a new project entitled "Greenville Water and Sewer System Repairs".
See Attachment 1 for updated Work Plan.

Exhibit B - Schedule

Add a schedule for the Greenville Water and Sewer System Repairs project.
See Attachment 2 for schedule.

Exhibit C - Budget

Transfer \$1,290,000.00 dollars from the Last Chance Creek Restoration Project Phase II to fund the Greenville Water and Sewer System Repairs project. See Attachment 3 for updated budget.

All other terms and conditions of the agreement will remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto:

STATE OF CALIFORNIA,
DEPARTMENT OF WATER RESOURCES

COUNTY OF PLUMAS

Tracie Billington, P.E., Chief
Financial Assistance Branch
Division of Integrated
Regional Water Management

Randy Wilson
Plumas County Planning Director

Date: _____

Date: _____

Approved as to legal form and sufficiency

Spencer Kenner, Assistant Chief Counsel
Office of Chief Counsel

Date: _____

ATTACHMENT 1 EXHIBIT A WORK PLAN

Project: Indian Valley Community Services District (IVCSD) -- Greenville Water and Sewer System Repairs

Local Project Sponsor: The Plumas County Planning Department.

General Project Description

This project consists of water and sewer system repairs within the community of Greenville that were identified in the Condition Assessment prepared by the firm of HydroScience in 2014. That assessment was prepared in anticipation of improvements to the State Highway 89 and adjoining County roadways. The projected costs, as identified in the HydroScience assessment, have been analyzed and refined by IVCSD staff and the Plumas County Department of Public Works.

The sewer system repairs include numerous point repairs to mains, lining of select mains, cleaning and jetting of mains, replacement of a cleanout, and root treatment. Water system repairs include replacement of water mains, new water service & meters, and numerous gate valves. A line item breakdown of these repairs and estimated costs are included in the tables provided in the Project Costs section below.

Task GWS-A Direct Project Administration

The Planning Department will enter an MOU the Plumas County Department of Public Works (DPW), who will administer the project design and construction activities, all for the benefit of the IVCSD.

1. Local Project Sponsor shall submit quarterly reports to the Grantee in both electronic and hardcopy forms. Reports shall be presented in the formats described in Exhibit E, Report Format.
2. An invoice should accompany the progress report, and reflect charges for the work completed during the reporting period covered by the quarterly report. The submittal and approval of reports is a requirement for initial and continued disbursement of State funds.
3. The Local Project Sponsor shall attend quarterly meetings with the Grantee.
4. The Local Project Sponsor shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently

applied; and shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds, and shall require its contractors or subcontractors to do the same.

5. Local Project Sponsor shall submit a Project Completion Report to the Grantee with the final project invoice, which shall include, if applicable, certification of final project by a California Registered Civil Engineer, consistent with Condition D-14 of the Grant Agreement.
6. Local Project Sponsor shall assist the Grantee in completing a Grant Completion Report upon completion of all projects included in Exhibit A, Work Plan.

Task GWS-B Land Purchases/Easements

No land purchases or easements are required, as all repairs and improvements are located within existing right-of-ways.

Task GWS-C Planning/Design/Engineering/Environmental Documentation

Project planning has been completed with the issuance of the above referenced Condition Assessment, prepared by HydroScience. Design Engineering will be prepared by a consultant water and sewer (civil) engineer and preparation of final engineering plans and specifications documents. The proposed project is categorically exempt from the requirement for the preparation of environmental documents under Section 15302(c) of the State CEQA Guidelines.

Task GWS-D Construction Implementation

The Design Engineer of Record or the DPW will obtain appropriate encroachment permits from Plumas County and Caltrans, as well as any required resource agency permits. The DPW will advertise the project for construction upon completion of the bid documents.

Task GWS-E Environmental Compliance/Mitigation/Enhancement

The Design Engineer of Record will obtain appropriate encroachment and water quality permits (SWPPP). Implementation of required BMPs will be the responsibility of the contractor. No additional mitigations or enhancements are necessary.

Task GWS-F Construction Administration

The Plumas County Department of Public Works will administer the construction phase of the project.

EXHIBIT B
SCHEDULE

[illegible]

Attachment 3 Exhibit C Budget

Table 1 - Budget Summary Table							
Project No.	Project Title	Implementing Agency	Total Project Cost	Other Funds	Grant Funds	Local Cost Share	Retention amount DWR will withhold per project*
1	Last Chance Creek Restoration Project Phase II	Plumas Corporation/Feather River CRM	\$ 1,471,921	\$ 13,500	\$ 1,331,421	\$ 127,000	\$ 133,142.10
			\$ 2,761,921		\$ 2,621,421		\$ 262,142.10
2	Upper Middle Fork Project	California Hydrologic Research Laboratory - under contract with Plumas County	\$ 1,565,000	\$ -	\$ 1,400,000	\$ 165,000	\$ 140,000.00
3	Quincy Wetlands Treatment Project	Plumas Corporation/Feather River CRM	\$ 261,404	\$ -	\$ 261,404	\$ -	\$ 26,140.40
4	National Forest Water Quality Improvement	Plumas National Forest	\$ 2,147,848	\$ 220,000	\$ 1,927,848	\$ -	\$ 192,784.80
5	Genesee Valley Integrated Water Management Project	Feather River Land Trust	\$ 661,320	\$ 105,672	\$ 555,648	\$ -	\$ 55,564.80
6	Sierra Valley Well Inventory, Capping, & Sealing Project	Plumas County	\$ 158,239	\$ -	\$ 123,679	\$ 34,560	\$ 12,367.90
7	Sierra Valley Integrated Water Management Project	Feather River Land Trust	\$ 972,953	\$ 2,700	\$ 110,000	\$ 860,253	\$ 11,000.00
8	Greenville Water System and Sewer System Repairs	Plumas County	\$ 1,290,000	\$ -	\$ 1,290,000	\$ -	\$ 129,000.00
	Grand Total		\$ 8,528,685	\$ 341,872	\$ 7,000,000	\$ 1,186,813	\$ 700,000.00

Footnotes: ¹See Exhibit D, Standar Conditions regarding reimbursement of withheld retention amount.

*Retention is 10% of Grant Funds

2B2

**PLUMAS COUNTY
DEPARTMENT OF PUBLIC WORKS
SOLID WASTE DIVISION**

1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268

Robert A. Perreault, Jr., P.E.

Director of Public Works

AGENDA REQUEST

For the November 4, 2014 Meeting of the Board of Supervisors

Date: October 27, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works



Subject: Plumas County Solid Waste Program— Status Report on Discussions Between Public Works staff and a Committee of Sierra County Pertaining to Potential Acceptance of Sierra County Solid Waste by the Plumas County Solid Waste Program; discussion, possible action and/or direction to staff

BACKGROUND:

On October 6, 2014, acting in response to a recent invitation from the Sierra County "Public Works, Roads and Solid Waste Standing Committee," Plumas County Public Works staff members Bob Perreault and John Kolb attended a meeting of the Committee to comment on the current status of Plumas County solid waste matters and to participate in a question-and-answer session with the Sierra County officials. In particular, Sierra County may be interested in considering an agreement with Plumas County that will enable solid waste from Sierra County to be transported and received at the Delleker Transfer Station.

Attached is a copy of the Agenda for the October 6th Committee Meeting. Public Works staff participated in Agenda Items 1 and 2.

On November 4, 2014, Public Works staff will submit a status report to the Plumas County Board of Supervisors.

RECOMMENDATION:

Public Works staff is seeking direction from the Plumas County Board of Supervisors to continue discussions with Plumas County officials in regard to a possible solid waste agreement between the 2 Counties.

Attachment

SIERRA COUNTY

Board of Supervisors
P.O. Drawer D
Downieville, California 95936
Telephone (530) 289-3295
Fax (530) 289-2830



SIERRA COUNTY BOARD OF SUPERVISORS

PUBLIC WORKS, ROADS & SOLID WASTE STANDING COMMITTEE MEETING

October 6, 2014

The Sierra County Board of Supervisors Public Works, Roads & Solid Waste Standing Committee will meet in session on Monday, October 6, 2014 at 1:00 pm., in the Court Chambers, Courthouse, Downieville, CA. All interested persons are invited to attend.

The following items will be discussed:

- 1) Discussion and recommendation on presentation by John Kolb (Plumas County Waste Management Specialist) and Bob Perrault (Plumas County Director of Public Works) on the status of the Municipal Recovery Facility proposed in Portola including opportunities for Sierra County involvement in having waste accepted at this facility.
- 2) Discussion and recommendation on County landfill closure options and process for updating the 2010 "Solid Waste Disposal Study" for Sierra County to prepare the factual setting for a decision on operational changes upon landfill closure in 2017. This item will include discussion of closure options, scheduling of decisions, and transition into selected waste disposal option.
- 3) Discussion and recommendation on need for planning updates for the siting element, source reduction and recycling element, closure-post closure plan, five (5) year review, and other documents. This item will include appointments to a Local task Force as required by regulation.
- 4) Discussion and recommendation on current enforcement actions involving the County landfill and actions taken to request an extension of the notice and order, methane monitoring program, and RWQCB well construction (groundwater monitoring). This item includes update on purchase of lands from Santa Clara.

- 5) Discussion and recommendation on joint household hazardous waste event scheduled for Plumas (and Sierra) County in October.
- 6) Discussion and recommendation on current County waste disposal ordinance and fee schedule referred for review by the Board of Supervisors regarding non-residential properties that generate negligible or very small amounts of waste
- 7) Discussion and recommendation on contract status with Intermountain Disposal and expectations over the transition period involving landfill closure as well as future role in execution of preferred waste disposal option subsequent to landfill closure.
- 8) Discussion, status report, and any recommendations on county solid waste budget, current operational issues, and staffing.

Posted: September 30, 2014

Lee Adams
District No. 1
P.O. Box 1
Downieville, CA 95936

Peter W. Huebner
District No. 2
P.O. Box 349
Sierra City, CA 96125

Paul Roen
District No. 3
P.O. Box 43
Calpine, CA 96124

James Beard
District No. 4
P.O. Box 1040
Loyalton, CA 96118

Scott Schlefstein
District No. 5
P.O. Box 192
Loyalton, CA 96118

203

PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Fax (530) 283-6323

Robert A. Perreault, Jr., P.E., Director

Joe Blackwell, Deputy Director



AGENDA REQUEST

For the November 4, 2014 meeting of the Plumas County Board of Supervisors

October 27, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, appearing to read "Robert A. Perreault".

Subject: Authorization for the Department of Public Works to fill the vacancies of one (1) FTE Road Maintenance Worker position vacancy in Beckwourth (Dist. 1) and one (1) FTE Road Maintenance Worker position vacancy in Greenville (Dist. 2)

Background:

One (1) FTE Road Maintenance Worker in Greenville has transferred to Quincy due to one (1) FTE Road Maintenance Worker in Quincy resigning.

The Road Maintenance Leadworker in Beckwourth has retired. The position has been filled as County Promotional, leaving a vacancy in District 1's Road Maintenance position.

The above mentioned results in the vacancies of one (1) FTE Road Maintenance Worker position in Beckwourth, and one (1) FTE Road Maintenance Worker position in Greenville.

These positions are funded and allocated in the proposed FY 14/15 Public Works budget.

The Department is requesting to advertise to fill one (1) FTE Road Maintenance Worker I or II position in Beckwourth and one (1) FTE Road Maintenance Worker I or II position in Greenville.

These positions are critical in maintaining safe travel ways for Plumas County roads during all seasons.

The appropriate Critical Staffing Questionnaire and the Department Organizational Chart are attached.

Recommendation:

The Department of Public Works respectfully recommends that the Board of Supervisors authorize the filling of the vacancies listed above to be filled by advertising the positions following the practices of the Plumas County Personnel Rule

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Public Works Maintenance Worker I/II Positions

Dist. 1 Beckwourth and Dist. 2 Greenville

- Is there a legitimate business, statutory or financial justification to fill the position?
Maintenance Workers are needed for performing typical maintenance duties of field crews.
- Why is it critical that this position be filled at this time?
Employees in this position are subject to 24 hour "call out" for road related emergencies and snow removal. A minimum staff to maintain safe conditions during work on the county roads and bridges is necessary.
- How long has the position been vacant?
Beckwourth 1 week Greenville 2 months
- Can the department use other wages until the next budget cycle?
The department's wage and benefits portion of the 14/15 budget includes funds for this position.
- What are staffing levels at other counties for similar departments and/or positions?
No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.
- What core function will be impacted without filling the position prior to July 1?
Road Maintenance and the safety of the workers.
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **None**
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**
- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**

Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

None

Does the department have a reserve? **Yes** If yes, provide the activity of the department's reserve account for the last three years?

11/12 0

12/13 (\$439,699)

13/14 0

Pmt 10/24/14

2B4
PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Fax (530) 283-6323

Robert A. Perreault, Jr., P.E., Director Joe Blackwell, Deputy Director



AGENDA REQUEST

For the November 4, 2014 meeting of the Plumas County Board of Supervisors

October 27, 2014

To: The Board of Supervisors

From: Bob Perreault, Public Works Director

A handwritten signature in black ink, appearing to read "Robert A. Perreault".

Subject: Review of Project Descriptions for the OHV Grants Funds awarded to the Public Works Department for four (4) Projects.

Background:

Earlier this year, upon receiving notification that the Plumas National Forest was not going to seek OHV grant funding for the cycle beginning January 2014, Public Works staff, at the request of supervisors, reviewed potential projects and submitted applications for the four (4) projects.

The Public Works Department was successful in being awarded grant funding from the State of California Off-Highway Motor Vehicle Recreation Grants and Cooperative Agreements Program. The Department was awarded \$ 320,916.00 to be applied towards the four (4) projects listed below:

1. **Beckwourth-Genesee OHV Trail** – This project is in conjunction with the FHWA project to reconstruct and pave a portion of the Beckwourth-Genesee Road. In 2010, the Board of Supervisors adopted Resolution 10-1077 which codified this roadway as suitable for OHV use. In an effort to maintain the current OHV use, the FHWA determined the need for a new OHV trail. The Plumas National Forest desired the new trail to be located away from the roadway corridor. The new OHV Trail Project will satisfy the mitigation requirement of the FHWA for the Beckwourth Genesee Highway Project.

Schedule: This project has a three (3) year time line and is has begun environmental review as of October 1, 2014.

Project Award Amount = \$241,590.

- 2 Multi-Use Roadway Network Signage** – This project will install signage along roadways listed on the Plumas County Multi-Use Roadways Network at intersections with Forest Service roads that indicate that the roadway within the National Forest is a Plumas County maintained road and that OHV use is allowed. Signage may also be placed every mile indicating the same information as materials allow. A portion of the funds from this project allowed the Department to purchase an off-highway four-wheel drive utility vehicle.

Schedule: This project has a one (1) year time line and placement of the new signage began September 19, 2014.

Project Award Amount = \$43,070.

- 3 USFS Feasibility Study** – The purpose of this study is to review the feasibility of including certain Forest Service roads within the Plumas County Multi-Use Roadway Network. A collaboration of the Public Works staff, Sheriff's Office staff, Search and Rescue staff and the Sierra Access Coalition will be assessing roads that create "loops" and better connectivity throughout the County. Once the study is complete, the Public Works Department will then apply for additional funding through the OHV Grant Program to maintain those roadway segments in the future.

Schedule: This project has a 1 year time line and inspection of the existing roads began August 23, 2014

Project Award Amount = \$25,323

- 4 Community Events Booth** – The Public Works Department, along with its partners, will host a booth at several Community Events throughout the year. The booth will be used as an interface between the County and OHV users. Information will be displayed regarding the status of the OHV grants as well as the status of County efforts to encourage and protect OHV use. Information will also be available on the safety and proper etiquette of OHV'ers while using trails and forest roadways.

Schedule: This project has a 1 year time schedule. The first event scheduled was the Plumas Sierra County Fair on August 13, 2014, followed by Quincy Sled Wars October 4, 2014 and County Picnic June 6, 2015

Project Award Amount = \$10,933.

Following is a summary of the OHV grants awards received during the current funding cycle:

Summary of grants awarded to the Department of Public Works

Beckwourth Genesee OHV Trail	\$241,590	
Multi-Use Roadway Network Signage	\$43,070	
USFS Feasibility Study	\$25,323	
Community Events Booth	<u>\$10,933</u>	
Subtotal:		\$320,916

Summary of grants awarded to Facilities Services

On September 9, 2014 Facilities Director, Dony Sawchuck, presented a report to the Board on award of funding for the following projects:

Mount Hough – Development	\$299,702	
Mount Hough - Ground Operations	<u>\$158,695</u>	
Subtotal		\$458,397

Summary of grants awarded to the Sheriff's Department

Law Enforcement	<u>\$49,631</u>	
Subtotal		\$49,631

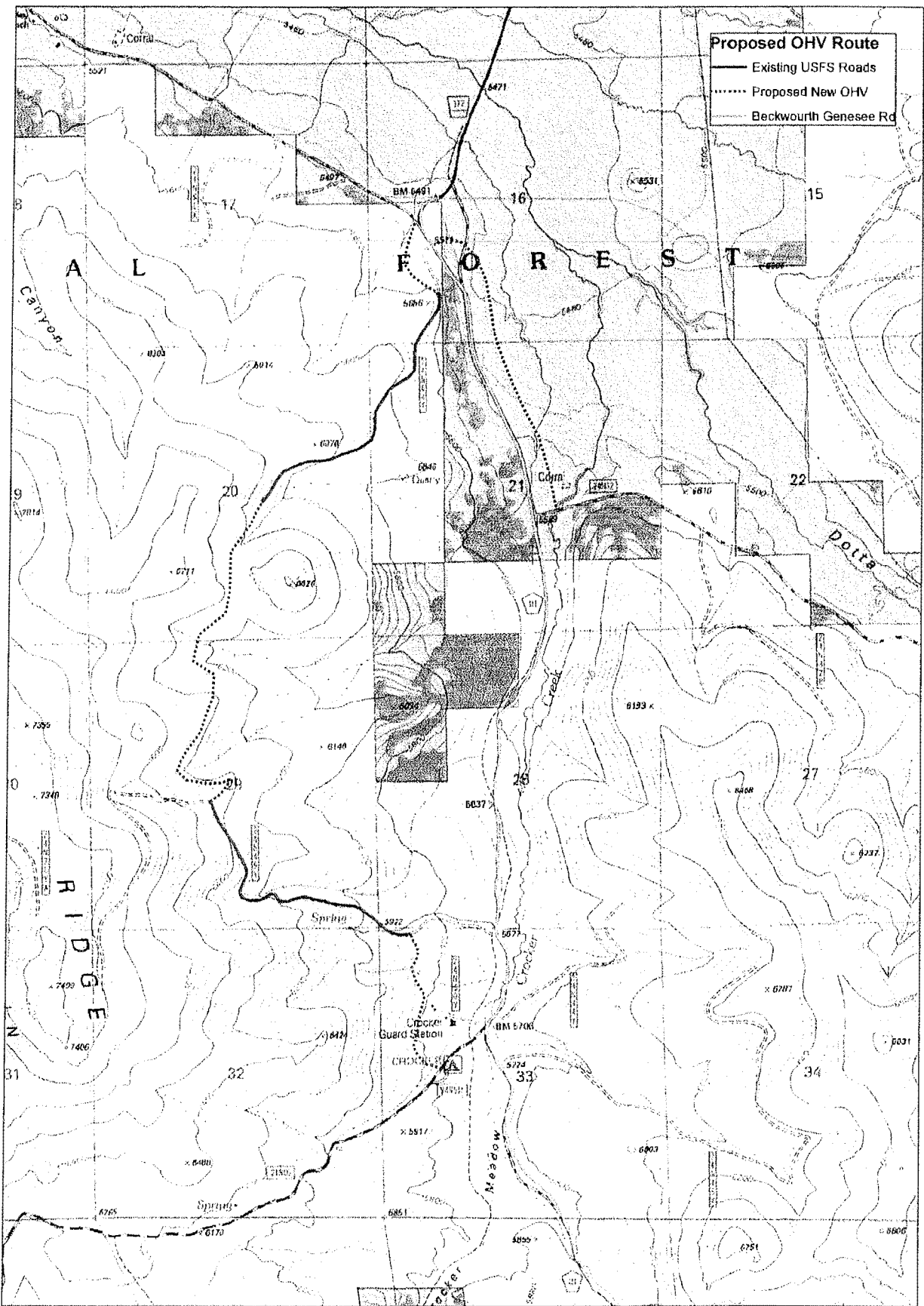
Additionally, the Eastern Plumas Recreation District submitted an application for grant funding and was approved as follows:

Frenchmen/Chilcoot OHV Trails	<u>\$32,310</u>	
Subtotal		\$32,310

Grand Total		\$861,254
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Recommendation:

This agenda item is for information only and no action is required of the Board of Supervisors at this time.



Location Map for Preliminary OHV Corridor/Trail
(Design Details Yet to be Finalized)

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



AGENDA REQUEST

for the November 4, 2013 meeting of the Board of Supervisors

October 27, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, reading 'Robert A. Perreault', followed by a stylized flourish.

Subject: Consideration of a new rule, being jointly proposed by the US EPA and the US ACE, pursuant to the Clean Waters Act and related Court decisions; discussion and possible action.

BACKGROUND

The Environmental Protection Agency (EPA) and the U.S. Army Corps of Engineers (Corps) are publishing for public comment a proposed rule defining the scope of waters protected under the Clean Water Act (CWA), in light of the U.S. Supreme Court cases in *U.S. v. Riverside Bayview*, *Rapanos v. United States*, and *Solid Waste Agency of Northern Cook County v. U.S. Army Corps of Engineers (SWANCC)*, and *Rapanos v. United States (Rapanos)*. The 2 federal agencies purport that their proposal would enhance protection for the nation's public health and aquatic resources, and increase CWA program predictability and consistency by increasing clarity as to the scope of "waters of the United States" protected under the Act.

The proposed rule – 88 pages in length – is actually a new definition of "Waters of the United States" under the Clean Water Act.

The internet link to the *Federal Register* Notice, beginning on Page 22188, is located at:

<http://www.gpo.gov/fdsys/pkg/FR-2014-04-21/pdf/2014-07142.pdf>

An information website on the proposed rule has been posted by the federal government on the internet at:

<https://www.federalregister.gov/articles/2014/04/21>

The deadline for submitting comments to the agencies has been extended to November 14, 2014. However, that information was not known until after the last meeting of the Plumas County Coordinating Council and the next meeting of the PCCC is scheduled for November 6, 2014. Thus, the November 4th meeting of the Board of Supervisors is the last opportunity for the Board to consider submittal of comments before the current deadline.

The National Association of Counties (NACo) has prepared a 19-page "POLICY BRIEF" on this proposal, titled, *"New 'Waters of the United States' Definition Released."* Pages 5 – 19, inclusive, of the Policy Brief is a matrix of comments that compares the provisions of the existing rule vs. the revised rule as well as a column titled, "Analysis of Potential County Impact." The document is available for viewing on the internet at:

<http://www.naco.org/legislation/Documents/Waters-of-the-US-County-Analysis.pdf>

Inasmuch as the new rule will have substantial effect on the project and maintenance activities of the Department of Public Works, a draft letter of comments has been prepared by Public Works staff for consideration by the Board of Supervisors during their meeting scheduled for November 4, 2014.

A copy of this Agenda Request, including its attachment, have been forwarded to the PCCC Members on October 27, 2014.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors authorize the Chair to sign the attached letter of comments.



**Plumas County Board of Supervisors
Plumas County Courthouse, 520 Main Street, Room 309
Quincy, CA 95971**

**Telephone: (530) 283-6170
E-mail: pcbs@countyofplumas.com**

10-27-14 D R A F T

November 4, 2014

Ms. Donna Downing
Jurisdiction Team Leader
U.S. Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460

Ms. Stacey Jensen
Regulatory Program Manager
U.S. Army Corps of Engineers
441 G St. NW
Washington, DC 20314

**RE: Definition of "Waters of the United States" Under the Clean Water Act
Docket Nos. EPA-HQ-OW-2011-0880; FRL-9901-47-OW**

(Via Electronic Transmission)

Dear Ms. Downing and Ms. Jensen:

The Plumas County Board of Supervisors ("Plumas County") references the August 29, 2014 letter, same subject, submitted to your agencies by the Rural County Representatives of California ("RCRC"). In particular, Plumas County joins RCRC in opposing the proposed rulemaking changing the definition of "Waters of the United States" under the Clean Water Act ("CWA") and respectfully requests that your agencies withdraw the rule immediately.

The following reasons are significant and compelling reasons, submitted in support of our request:

The changes to the definition of "Waters of the U.S." triggers new unfunded mandates on local governments by expanding federal jurisdiction.

The term "navigable water" already has a distinct meaning in the industry. New interpretations will surely require state and local government administrative and regulatory actions that will increase the scope and cost of permitting. Changes to the definition of tributary, as well as the inclusion of the vague and relatively undefined "adjacent waters," will alter the way many water bodies are regulated.

The proposed rule will hinder the ability of counties to manage public infrastructure ditch systems and impact public safety.

The expansion of the definition of Waters of the U.S., as drafted, will also force counties to seek Section 404 permits for the now-routine maintenance of "waterways," such as roadside ditches and storm water drains.

As presently proposed, it is unclear how typical roadside ditch systems will be classified under the rule. The new regulation will likely result in dramatic interference with schedules and the ability of counties to properly maintain roadways to keep them safe and accessible to rural residents.

It is also noted that the U.S. Army Corps of Engineers (Corps) is already significantly backlogged in evaluating and processing of 404 permits and there is no strategy stated by the Corps to successfully accommodate additional workload.

Moreover, water conveyance systems for flood control purposes may also fall under the new definitions, which could ultimately hinder counties from ensuring public safety in extreme storm events.

The rulemaking should not have been initiated before the issuance of the draft science report.

Your agencies have stated that the draft science report, "Connectivity of Streams and Wetlands to Downstream Waters: A Review and Synthesis of the Scientific Evidence" is informing the proposed rule. However, you are moving forward with the rulemaking before the report has been finalized and released, making it impossible to truly use the conclusions from the report to inform this proposal. Such an approach is scientifically incongruous as it lacks the logical nexus that is always required in the establishment of a legal basis of an assertion.

We agree with RCRC that moving forward with the proposed rule before the science report is finalized is bad public policy.

The rule was developed without proper engagement of local and state governmental partners.

The CWA identifies state and local governments as partners in enforcing and implementing the Act, yet your agencies have proposed a rule that imposes all costs and responsibilities on these other partners.

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

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




AGENDA REQUEST

For the November 4, 2014 meeting of the Plumas County Board of Supervisors

October 27, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Approval of two memorandums of understanding between Plumas County and the Indian Valley Community Services District necessary to implement water and sewer system repairs to be funded by Prop 50 monies and approval of a minute order designating the Department of Public Works as the Project Administrator.

Background:

The Indian Valley Community Services District has been awarded approximately 1.3 million dollars for various water and sewer system repairs in the community of Greenville. These repairs are necessary to maintain the integrity Greenville's water and sewer system and will facilitate the timely delivery of the State Route 89 Greenville Rehabilitation Project and the abutting County Roadways Improvement Project.

The Department of Public Works acknowledges that this project serves the general public interest of the residents of Greenville and the Indian Valley Community Services District and therefore agrees to undertake project oversight and administration.

In order to implement adequate project oversight, the following three items require approval by the Board of Supervisors:

1. Memorandum of Understanding between Plumas County and The Indian Valley Community Services District regarding project administration.
2. Memorandum of Understanding between Plumas County and the Indian Valley Community Services District regarding administration of project funds.
3. Minute order designating the Department of Public Works as the administrator of the Prop 50 funds.

Attached are copies of the two (2) draft Memorandums of Understanding.

Recommendations:

Public Works staff respectfully recommends the Board of Supervisors:

- 1) Authorize the Chair of the Board of Supervisors to execute the two (2) Memorandums of Understanding for funding and project administration, subject to approval as to form by County Counsel.
- 2) Designate, by minute order, that the Department of Public Works is the administrator of the Prop 50 funds for the Indian Valley Community Services District Greenville Water and Sewer System Repair Project.

Attachments: Memorandums of Understanding for Project Administration and Funding for the Indian Valley Community Services District Greenville Water and Sewer System Repair Project.

**AGREEMENT ON ADMINISTRATION OF THE
GREENVILLE SEWER AND WATER SYSTEMS
REPAIR PROJECT**

THIS AGREEMENT is made effective this _____ day of _____, 2014, by and between the Indian Valley Community Services District, hereinafter referred to as “DISTRICT” and the COUNTY of PLUMAS; hereinafter referred to as “COUNTY” and collectively referred to as “PARTIES”.

SECTION I

RECITALS

1. WHEREAS, this Agreement addresses COUNTY responsibilities associated with the funding of the Greenville Sewer and Water System Repair Project as outlined generally in the “Indian Valley Community Services District – Greenville Water and Sewer System Repairs Proposition 50 Work Plan”, hereinafter referred to as the “WORK PLAN” as shown on Exhibit A, attached to and made a part of this Agreement; and
2. WHEREAS, the WORK PLAN identifies water and sewer system repairs within the community of Greenville for the benefit of the DISTRICT; and
3. Whereas, completion of such IVCSD construction repairs is critical to the construction schedule of the Greenville State Route 89 Rehabilitation Project (02-0E2401) and the abutting County Roadway Improvements Project, and;
4. WHEREAS, COUNTY, through its Department of Public Works possesses the resources to perform design and construction management and administration services as the County’s lead agency in the administration of this agreement; and
5. WHEREAS, it has been determined that the Project described above will serve the general public interest of the residents of Greenville and the DISTRICT; and
6. WHEREAS, COUNTY agrees to provide construction management and administration services, pursuant to the terms and conditions set forth in this agreement;

SECTION II

AGREEMENT

7.1 Scope of Work. This agreement establishes a procedure for project administration and grant management duties, as follows:

- a) The DISTRICT hereby designates a District Manager, as follows:

Jesse Lawson
General Manager/Chief Operator
Indian Valley Community Services District

- b) The DISTRICT Manager will recognize the County's role as lead agency in administrative project and grant management decisions;
- c) Public Works is designated as the lead County department in the administration of this agreement;
- d) The COUNTY hereby designates a Project Manager, as follows:

John Mannle
Associate Engineer
Plumas County Public Works

- e) Public Works will perform cost control procedures for Project expenditures including for Public Work's administrative project and grant management services through weekly communications regarding Project progress, expenditures and budget status;
- f) Public Works will seek input from the DISTRICT Manager, as the project progresses, and provide communication about important developments to the Project Manager;
- g) Public Works will be responsible for satisfying the grant administration requirements set forth in the Proposition 50 Grant, referenced above. Public Works will periodically keep the DISTRICT Manager informed of its grant-related actions;
- h) Public Works will conduct the bid solicitation process with respect to soliciting bids from contractors who wish to perform work on the Project. Such assistance may include, but is not necessarily limited to, reviewing the bid solicitation package, the requirements for responding to a bid, the draft contract for winning bidders, and related tasks;
- i) After the bid opening date, Public Works will review bids and determine which bids are compliant and from responsible bidders;
- j) Following the bid evaluation process, the County will recommend to DISTRICT which bid or bids should be awarded the applicable contract(s);
- k) Public Works will conduct a pre-construction kickoff meeting with DISTRICT, the contractor(s) on the project, and any other parties deemed necessary by the County to clarify project work and payment procedures;
- l) Public Works will periodically visit the work site to view the progress being made on the Project, and periodically report its findings to DISTRICT;
- m) Public Works will recommend to DISTRICT as to which progress payments should be made at which times based upon Public Work's assessment of the milestones that have been reached by the contractor(s), provided, however, that no payment to any contractor will be made without recommendation approval by the County and signature approval by the DISTRICT;

- n) The County shall not be responsible for making any payments on the project to any party, such payments to remain the sole responsibility of DISTRICT;
- o) Public Works will verify with the relevant contractor(s) that any necessary testing under State, federal, or local laws or regulations has been timely performed;
- p) Public Works will communicate with DISTRICT and the relevant contractor(s) to ensure that any forms or reports necessary under the terms of the Project Grant or under State, federal, or local laws or regulations are completed and filed on a timely basis;
- q) The participation of the County and Public Works on the project shall not operate in any way as a waiver to any party, including DISTRICT, of the need to comply with applicable County law, including but not limited to the Plumas County Code, County regulations, including the County Purchasing Policy, and required County fees.
- r) The County and Public Works shall not be responsible for informing any party of the existence or applicability of laws or regulations that were enacted by entities other than Plumas County.

7.2 COUNTY shall administer Proposition 50 funds necessary to complete the water and sewer system repairs outlined generally in the WORK PLAN.

7.3 COUNTY shall authorize the expenditure of funds necessary to complete the WORK PLAN upon written consent of the DISTRICT acting by and through their authorized representatives.

7.4 COUNTY shall be reimbursed for costs associated with the administration of the funds necessary to implement the WORK PLAN.

7.5 The COUNTY reimbursement rate shall be the employee hourly rate as set forth in the Plumas County Master Fee Schedule in effect at the time work was performed.

7.6 **Contingency of Funding.** COUNTY and DISTRICT acknowledge that funding or portions of funding for this agreement are contingent upon receipt of funds "Title of Prop. 50 Grant". If such funding and/or appropriations are not forthcoming or otherwise limited, County may immediately terminate or modify this Agreement without penalty. Work performed prior to date of termination will be compensated for.

8. DISTRICT agrees to do the following:

8.1 DISTRICT shall be the signatory to all professional service agreements, as deemed necessary by the County, for the completion of the repairs outlined in the WORK PLAN.

8.2 DISTRICT shall be the signatory to all construction contracts, as deemed necessary by the County, for the completion of the repairs outlined in the WORK PLAN.

8.3 DISTRICT shall review expenditures and provide COUNTY with timely written authorization for the expenditure of funds when requested by the COUNTY.

9. LEGAL RELATIONS AND RESPONSIBILITIES:

- 9.1. Neither COUNTY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by DISTRICT under or in connection with any work, authority or jurisdiction arising under this Agreement. It is understood and agreed that STATE shall fully defend, indemnify and save harmless COUNTY and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this Agreement with the exception of those actions of STATE necessary to cure a noticed default on the part of COUNTY.
- 9.2. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by COUNTY under or in connection with any work, authority or jurisdiction arising under this Agreement. It is understood and agreed that COUNTY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by COUNTY under this Agreement.

10. PREVAILING WAGES:

- 10.1. Labor Code Compliance- If the work performed on this Project is done under contract and falls within the Labor Code section 1720(a)(1) definition of a "public work" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code section 1771. COUNTY must conform to the provisions of Labor Code sections 1720 through 1815, and all applicable provisions of California Code of Regulations found in Title 8, Chapter 8, Subchapter 3, Articles 1-7. COUNTY agrees to include prevailing wage requirements in its contracts for public work. Work performed by COUNTY'S own forces is exempt from the Labor Code's Prevailing Wage requirements.
- 10.2. Requirements in Subcontracts - COUNTY shall require its contractors to include prevailing wage requirements in all subcontracts funded by this Agreement when the work to be performed by the subcontractor is a "public work" as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771. Subcontracts shall include all prevailing wage requirements set forth in COUNTY's contracts

11. INSURANCE:

11.1. SELF-INSURED - COUNTY is self- insured. COUNTY agrees to deliver evidence of self-insured coverage in a form satisfactory to DISTRICT, along with a signed copy of the Agreement.

11.2. SELF-INSURED using Contractor - If the work performed on this Project is done under contract COUNTY shall require its contractors to maintain in force, during the term of this agreement, a policy of general liability insurance, including coverage of bodily injury liability and property damage liability, naming the STATE, its officers, agents and employees as the additional insured in an amount of \$1 million per occurrence and \$2 million in aggregate. Coverage shall be evidenced by a certificate of insurance in a form satisfactory to the STATE that shall be delivered to the STATE with a signed copy of this Agreement.

12. TERMINATION - This Agreement may be terminated by timely mutual written consent by PARTIES.

13. TERM OF AGREEMENT -This Agreement shall become effective on the date first shown on its face sheet and shall remain in full force and effect until amended or terminated at any time upon mutual consent of the PARTIES.

14. NOTICES - Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO DISTRICT:

Name: _____
Address: _____
City/State/Zip code: _____
Fax: _____
E-Mail: _____

IF TO COUNTY:

Robert A. Perreault, Jr., P.E.,
Director of Public Works
1834 East Main Street
Quincy, CA 95971
Telephone: (530) 283-6268
Facsimile: (530) 283-6323
E-Mail: bobperreault@countyofplumas.com

For purposes of convenience and efficiency, any communications not affecting the scope of work or the rights of the parties under this agreement may be transmitted via e-mail.

IN WITNESS WHEREOF, the PARTIES hereto have set their hands and seals the day and year first above written.

DISTRICT:

Indian Valley Community Services District

By: _____

Name: Brad Smith

Title: Chair, Indian Valley Community Services District

Date signed: _____

By: _____

Name: _____

Title: _____

Date signed: _____

APPROVED AS TO FORM:

James Reichle
IVCSD Counsel

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____

Name: Jon Kennedy

Title: Chair, Board of Supervisors

Date signed: _____

APPROVED AS TO FORM:

R. Craig Settemire
Plumas County Counsel

DRAFT

**AGREEMENT ON FUNDING THE
GREENVILLE SEWER AND WATER SYSTEMS
REPAIR PROJECT**

THIS AGREEMENT is made effective this _____ day of _____, 2014, by and between the Indian Valley Community Services District, hereinafter referred to as "DISTRICT" and the COUNTY of PLUMAS; hereinafter referred to as "COUNTY" and collectively referred to as "PARTIES".

SECTION I

RECITALS

1. Whereas, the DISTRICT is in need of design and construction services to perform repairs to its existing sewer system and water system, and;
2. Whereas, completion of such IVCS D construction repairs is critical to the construction schedule of the Greenville State Route 89 Rehabilitation Project (02-0E2401) and the abutting County Highway Improvements Project, and;
3. Whereas, County has, or will receive, funding authorization from a Proposition 50 Program, part of which is expected to be programmed to the "Indian Valley Community Services District – Greenville Water and Sewer System Repairs Proposition 50 Work Plan", hereinafter referred to as the "WORK PLAN" as shown on Exhibit A, attached to and made a part of this Agreement.
4. Whereas, this Agreement addresses COUNTY responsibilities associated with the funding of the Greenville Sewer and Water System Repair Project as outlined generally in the WORK PLAN.
5. Whereas, the WORK PLAN identifies water and sewer system repairs within the community of Greenville for the benefit of the DISTRICT.

NOW THEREFORE, IT IS AGREED AS FOLLOWS:

SECTION II

AGREEMENT

6. In consideration of the mutual covenants and promises herein contained, COUNTY and DISTRICT agree as follows:
 - 6.1. COUNTY shall administer Proposition 50 funds necessary to complete the water and sewer system repairs outlined generally in the WORK PLAN.
 - 6.2. Only the COUNTY shall authorize the expenditure of funds necessary to complete the WORK PLAN upon written consent of the DISTRICT acting by and through their authorized representatives.

- 6.3. COUNTY shall be reimbursed for tasks associated with the administration and construction necessary to implement the WORK PLAN. These tasks shall include, but are not necessarily limited to:

- Project management and oversight
- Project scheduling
- Project monitoring
- Project invoicing and reporting

- 6.4. The COUNTY reimbursement rate shall be the employee hourly rate as set forth in the Plumas County Master Fee Schedule in effect at the time the work is performed.

7. DISTRICT agrees to do the following:

- 7.1. DISTRICT shall be the signatory to all professional service agreements, as deemed necessary by the County, for the completion of the repairs outlined in the WORK PLAN.
- 7.2. DISTRICT shall be the signatory to all construction contracts, as deemed necessary by the County, for the completion of the repairs outlined in the WORK PLAN.
- 7.3. DISTRICT shall review expenditures and provide COUNTY with timely written authorization for the expenditure of funds when requested by the COUNTY.

8. LEGAL RELATIONS AND RESPONSIBILITIES

- 8.1. Neither COUNTY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by DISTRICT under or in connection with any work, authority or jurisdiction arising under this Agreement. It is understood and agreed that STATE shall fully defend, indemnify and save harmless COUNTY and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this Agreement with the exception of those actions of STATE necessary to cure a noticed default on the part of COUNTY.
- 8.2. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by COUNTY under or in connection with any work, authority or jurisdiction arising under this Agreement. It is understood and agreed that COUNTY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by COUNTY under this Agreement.

9. PREVAILING WAGES:

- 9.1. Labor Code Compliance- If the work performed on this Project is done under contract and falls within the Labor Code section 1720(a)(1) definition of a "public work" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code section 1771. COUNTY must conform to the provisions of Labor Code sections 1720 through 1815, and all applicable provisions of California Code of Regulations found in Title 8, Chapter 8, Subchapter 3, Articles 1-7. COUNTY agrees to include prevailing wage requirements in its contracts for public work. Work performed by COUNTY'S own forces is exempt from the Labor Code's Prevailing Wage requirements.
- 9.2. Requirements in Subcontracts - COUNTY shall require its contractors to include prevailing wage requirements in all subcontracts funded by this Agreement when the work to be performed by the subcontractor is a "public work" as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771. Subcontracts shall include all prevailing wage requirements set forth in COUNTY's contracts

10. INSURANCE:

- 10.1. SELF-INSURED - COUNTY is self-insured. COUNTY agrees to deliver evidence of self-insured coverage in a form satisfactory to DISTRICT, along with a signed copy of the Agreement.
- 10.2. SELF-INSURED using Contractor - If the work performed on this Project is done under contract COUNTY shall require its contractors to maintain in force, during the term of this agreement, a policy of general liability insurance, including coverage of bodily injury liability and property damage liability, naming the STATE, its officers, agents and employees as the additional insured in an amount of \$1 million per occurrence and \$2 million in aggregate. Coverage shall be evidenced by a certificate of insurance in a form satisfactory to the STATE that shall be delivered to the STATE with a signed copy of this Agreement.

11. TERMINATION - This Agreement may be terminated by timely mutual written consent by PARTIES.

12. TERM OF AGREEMENT - This Agreement shall become effective on the date first shown on its face sheet and shall remain in full force and effect until amended or terminated at any time upon mutual consent of the PARTIES.

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IF TO DISTRICT:

Name: _____
Address: _____
City/State/Zip code: _____
Fax: _____
E-Mail: _____

IF TO COUNTY:

Robert A. Perreault, Jr., P.E.,
Director of Public Works
1834 East Main Street
Quincy, CA 95971
Telephone: (530) 283-6268
Facsimile: (530) 283-6323
E-Mail: bobperreault@countyofplumas.com

For purposes of convenience and efficiency, any communications not affecting the scope of work or the rights of the parties under this agreement may be transmitted via e-mail.

IN WITNESS WHEREOF, the PARTIES hereto have set their hands and seals the day and year first above written.

DISTRICT:

Indian Valley Community Services District

By: _____
Name: Brad Smith
Title: Chair, Indian Valley Community Services District
Date signed: _____

By: _____
Name: _____
Title: _____
Date signed: _____

APPROVED AS TO FORM:

James Reichle
IVCSD Counsel

COUNTY:

County of Plumas, a political subdivision of the State of California

By: _____
Name: Jon Kennedy
Title: Chair, Board of Supervisors
Date signed: _____

APPROVED AS TO FORM:

R. Craig Settemire
Plumas County Counsel



Nancy L. DaForno

Clerk of the Board

Date: November 04, 2014
To: Honorable Board Members
From: Nancy DaForno, Clerk of the Board
Subject: Title III Revenue

Recommendation:

Approve budget adjustment of \$245,482.86 for Title III revenue received but not budgeted for FY 2014-2015.

Background:

In FY 2013-2014, Plumas County received Title III funds of \$245,482.86 and a supplemental budget was approved at that time. The process required for accepting applications and awarding the Title III funds takes a number of months, so the allocations are budgeted in the following fiscal year.

When the 14-15 budget was done, the allocations of the Title III funds received in 13-14 were not included in the budgeted expenditures. The request before you today will correct the Title III budgeted expenditures. This action will not impact the General Fund; the \$245,482.86 is currently in the fund balance of fund 0011 Title III.

Thank you

TRANSFER NUMBER
(Auditor's Use Only)

The reason for this request is (check one):

A.	<input type="checkbox"/>	Transfer to/from Contingencies OR between Departments
B.	<input checked="" type="checkbox"/>	Supplemental Budgets (including budget reductions)
C.	<input type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX
D.	<input type="checkbox"/>	Transfer within Department, except fixed assets
E.	<input type="checkbox"/>	Establish any new account except fixed assets

Board
Board
Board
Auditor
Auditor

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

☐ TRANSFER TO OR ☐ SUPPLEMENTAL EXPENDITURE ACCOUNTS

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) 14/15 budget did not include allocation of Title III funds that were received in 13/14 but awarded in 14/15

B) The Title III funds that were received in 13/14 are in Fund Balance of 0011. Use of Fund Balance

C) Title III allocations for 14/15 will be paid during 14/15

D) _____

Approved by Department Signing Authority: _____

☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: _____



Board Approval Date: _____

Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____

Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.



GREGORY J. HAGWOOD
SHERIFF/CORONER

Office of the Sheriff

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

201

Memorandum

DATE: October 21, 2014
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood *[Signature]*
RE: Agenda Items for the meeting of November 4, 2014

It is recommended that the Board:

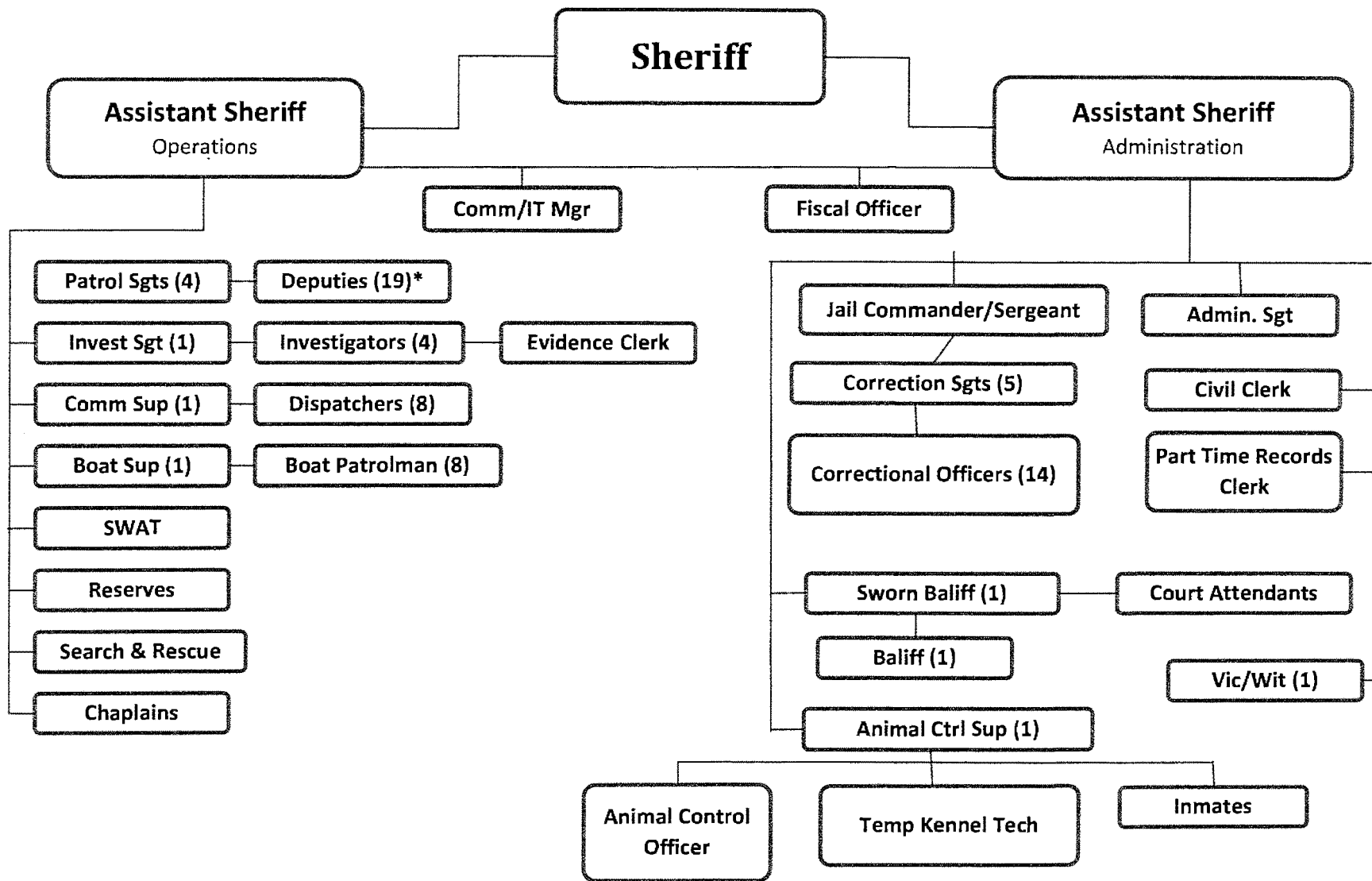
Authorize the Sheriff to hire a Deputy Sheriff to back-fill a vacancy do to retirement.

Background and Discussion:

The Plumas County Sheriff's Office has received a retirement notice from a deputy sheriff assigned to investigations. As a result of this notice, the Sheriff is seeking authorization to back-fill this position with a deputy sheriff.

Do to the hiring and training process the new deputy will be hired for patrol at entry level.

This position is allocated and funded in the 2014-2015 budget.



* 70330 - Deputies = 15
 70362 - Deputies = 2
 70388 - Deputies = 1
 70387 - Deputies = 1

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- Is there a legitimate business, statutory or financial justification to fill the position? Yes
- Why is it critical that this position be filled at this time? The hiring and training process is approx. one year.
- How long has the position been vacant? One week.
- Can the department use other wages until the next budget cycle? The position is allocated and funded for 2014-2015 fiscal year.
- What are staffing levels at other counties for similar departments and/or positions? N/A
- What core function will be impacted without filling the position prior to July 1? Patrol.
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? N/A
- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments? N/A
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? N/A
- Does the budget reduction plan anticipate the elimination of any of the requested positions? N/A
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? No impact the position is an allocated and funded position.
- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years? No



GREGORY E. HAGWOOD
SHERIFF/DEPUTY

Office of the Sheriff

1000 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

202

Memorandum

DATE: October 27, 2014
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood *GH*
RE: Agenda Items for the meeting of November 4, 2014

It is recommended that the Board:

Adopt Resolution authorizing the Sheriff to sign and execute a grant agreement for the Law Enforcement Equipment Grant Program with the Department of Parks & Recreation, Division of Boating & Waterways - Grant Number #C8957116.

Approve supplemental budget request for awarded funding.

Background and Discussion:

Funding has been awarded in the amount of \$40,000.00 from the Department of Parks & Recreation, Division of Boating & Waterways for the purchase of side scan sonar equipment needed for the Sheriff's Boating Safety and Enforcement (BS&E) Program.

The agreement has been approved as to form by County Counsel.

A copy of the complete contract is on file with the Clerk of the Board for additional review.

PLUMAS COUNTY BOARD OF SUPERVISORS
RESOLUTION # _____

WHEREAS, THE SHERIFF OF PLUMAS COUNTY DESIRES TO UNDERTAKE A CERTAIN PROJECT DESIGNATED AS THE "LAW ENFORCEMENT EQUIPMENT GRANT PROGRAM" TO SIDE SCAN SONAR FOR THE PLUMAS COUNTY SHERIFF'S OFFICE BOATING SAFETY & ENFORCEMENT PROGRAM, TO BE FUNDED AND ADMINISTERED BY THE STATE OF CALIFORNIA, DEPARTMENT OF PARKS AND RECREATION DIVISION OF BOATING AND WATERWAYS.

NOW, THEREFORE, BE IT RESOLVED THAT THE SHERIFF OF THE COUNTY OF PLUMAS IS AUTHORIZED TO SIGN THE LAW ENFORCEMENT EQUIPMENT GRANT PROGRAM GRANT AGREEMENT INCLUDING THE CONTRACTOR CERTIFICATION CLAUSES AND RECYCLING CERTIFICATION AND SUBMIT TO THE DEPARTMENT OF PARKS AND RECREATION DIVISION OF BOATING AND WATERWAYS, AND THAT THE SHERIFF WILL EXECUTE ON BEHALF OF THE BOARD OF SUPERVISORS, THE GRANT PROPOSALS AND ANY EXTENSIONS OR AMENDMENTS THEREOF AND ANY SUBSEQUENT CONTRACT WITH THE STATE IN RELATION THERETO, AS APPROVED BY THE BOARD OF SUPERVISORS.

IT IS AGREED, THAT THE COUNTY OF PLUMAS SHALL COMPLY WITH THE FINANCIAL AND PROCUREMENT REQUIREMENTS OF THE LAW ENFORCEMENT EQUIPMENT GRANT PROGRAM AGREEMENT #C8957116, AND THE RELATED EQUIPMENT PURCHASE CONTRACTS.

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 _____, 2014 BY THE FOLLOWING VOTE;

AYES;

NOES;

ABSENT;

CHAIR SIGNATURE: _____ DATE: _____

TYPED NAME AND TITLE: Jon Kennedy, Chair

ATTEST; SIGNATURE: _____ DATE: _____

TYPED NAME AND TITLE: Nancy DaForno, Clerk



State of California • Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
Division of Boating and Waterways
One Capitol Mall, Suite 500
Sacramento, California 95814

Edmund G. Brown Jr., Governor
Lisa Ann L. Mangat, Acting Director

October 13, 2014

Assistant Sheriff Gerry Hendrick
Plumas County Sheriff's Department
1400 E. Main Street
Quincy, CA 95971

Grant #: C8957116
Fiscal Year: 2014/2015
Amount: \$ 40,000.00
Item: Misc. Equipment

Dear Assistant Sheriff Hendrick:

It is our pleasure to inform you that you have been awarded a grant in the amount of \$ 40,000.00 to the following Miscellaneous Equipment:

Side Scan Sonar- tow fish

Enclosed is a complete copy of the Equipment Grant Agreement between the State of California, Department of Parks and Recreation, Division of Boating and Waterways (Department) and the Plumas County Sheriff's Department.

Before the grant can be finalized, it must be signed by an authorized representative of your agency per the instructions below and returned to the Department for final review and approval. ***Do not begin bid process or any bid activities related to this grant until you receive a fully executed letter.***

Please read and comply with the following instructions. **Failure to comply as stated herein will result in your grant being disapproved.**

1. **Signature, date and return the enclosed copies**

- Grant Agreement- All 4 copies (must be original signature)
- Recycling Certification- page 62
- Exhibit E-Contractor Certification Clause – page 63
- Exhibit F- Darfur Contracting Act- page 68

*A fully executed copy of the contract will be sent to you upon completion.

2. **Minute Order or Resolution:**

We will also need one (1) certified copy of the Minute Order or Resolution of your Board of Supervisors or City Council authorizing the execution of this Grant. **The Minute Order or Resolution must authorize by name and title the signatory of the Grant and must be stamped with a certified county or city seal.**


3. **Procurement Standards:**

This Grant involves State and/or Federal funds. Please follow the procurement instructions contained in this Contract and exhibits. Please pay special attention to the specific procurement standards regarding advertising **by your department**, adequate purchase descriptions, sealed bids, and public openings. You will be asked to provide, with your written request for reimbursement, a **signed certification that you complied with approved procurement procedures**. Please refer to Articles III and XIII of the Contract.

Due to Federal guidelines, you must attain a fully executed grant, complete your bid process, obtain a secured purchase order, accept delivery of equipment and submit for reimbursement by September 30, 2015. NO EXCEPTIONS.

If you have any questions, please call me directly at (916) 327-1834 or by email corrina.dugger@parks.ca.gov.

Sincerely,



Corrina Dugger
Grants Specialist, Enforcement Unit

Enclosures

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DIVISION OF BOATING AND WATERWAYS

GRANT AGREEMENT

GRANTEE PLUMAS COUNTY SHERIFF'S DEPARTMENT

THE TERM OF THIS AGREEMENT IS: OCTOBER 15, 2014 THROUGH JUNE 30, 2029

GRANT TITLE: LAW ENFORCEMENT EQUIPMENT GRANT PROGRAM

GRANT NUMBER: C8957116

The Grantee agrees to the terms and conditions of this contract, hereinafter referred to as Agreement, and the State of California, acting through its Director of Parks and Recreation, pursuant to the State of California agrees to fund the total State grant amount indicated below. The GRANTEE agrees to complete the SCOPE OF WORK as defined in the Agreement.

The General and Special Provisions attached are made a part of and incorporated into the Agreement.

Grantee: County of Plumas
Sheriff's Department

Address: 1400 E Main Street
Quincy, CA 95971

Agency: Department of Parks and Recreation,
Division of Boating and Waterways
ATTN: Corrina Dugger
Address: One Capitol Mall, Suite 500
Sacramento, CA 95814

BY: _____
(Authorized Signature)

Gregory Hagwood, Sheriff
(Printed Name and Title of Authorized Representative)

Date _____

BY: _____
(Authorized Signature)

RAMONA FERNANDEZ, CHIEF OF OPERATIONS
(Printed Name and Title of Authorized Representative)

Date _____

CERTIFICATE OF FUNDING

CONTRACT NO C8957116	AMENDMENT NO	CALSTARS VENDOR NO 4000000036-00		PROJECT NO
AMOUNT ENCUMBERED BY THIS DOCUMENT \$40,000.00	FUND TITLE Federal Trust Fund #0890			AGENCY BILLING CODE NO 032011
PRIOR AMOUNT ENCUMBERED BY THIS DOCUMENT \$0.00	ITEM 3790-101-0890	CHAPTER 25	STATUTE 14	FISCAL YEAR 2014/2015
TOTAL AMOUNT ENCUMBERED TO DATE \$40,000.00	INDEX 1706	OBJECT CODE 702	PCA CODE 68110	PROJECT/WORK PHASE
T.B.A. NO	I hereby certify upon my own personal knowledge that the budgeted funds are available for this encumbrance.			
B.R.NO	ACCOUNTING OFFICER'S SIGNATURE			DATE

"FOR STATE USE ONLY" Please do not sign in this section

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: BOAT PATROL Dept. No: 70350 Date 10/27/2014

The reason for this request is (check one):

- A. ☐ Transfer to/from Contingencies OR between Departments
B. ☒ Supplemental Budgets (including budget reductions)
C. ☐ Transfers to/from or new Fixed Asset, out of a 51XXX
D. ☐ Transfer within Department, except fixed assets, out of a 51XXX
E. ☐ Establish any new account except fixed assets

Approval Required

Board
Board
Board
Auditor
Auditor

☐ **TRANSFER FROM OR**

☒ **SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0017G	70350	44260	STATE - BOAT PATROL	40,000.00
Total (must equal transfer to total)				40,000.00

TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0017G	70350	542600	EQUIPMENT	40,000.00
Total (must equal transfer to total)				40,000.00

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Supplemental budget request for grant agreement #C8957116

B) N/A

C) Grant award for FY 14/15

D) Grant award for additional \$40,000 for purchase of equipment

Approved by Department Signing Authority:

Roni Towery

____ Approved/ Recommended

____ Disapproved/ Not recommended

Auditor/Controller Signature: _____

Board Approval Date: _____

Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____

Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.



ALCOHOL AND OTHER DRUG SERVICES

270 County Hospital Road, Suite 111, Quincy, CA 95971
Treatment (530) 283-7050 Prevention (530) 283-6118
<http://bit.ly/PlumasCountyAOD>

2E

Date: October 21, 2014

To: Honorable Board of Supervisors

From: Louise Steenkamp, AOD Director

Agenda Item: Agenda Item for November 4, 2014 BOS Meeting

Item Description: (1) Adopt **RESOLUTION** to amend AOD Job Descriptions and,
(2) Approval to Fill Supervisor Position Allocated in FY14-15 Approved Budget

Recommendation:

1. Adopt **RESOLUTION** to amend the Job Descriptions for Substance Use Disorders Specialist I, Substance Use Disorders Specialist II and, the Alcohol and Drug Program Clinician Supervisor
2. Approve request to fill 1.0 FTE AOD Program Clinician Supervisor, Allocated in FY14-15 Approved Budget

Background:

In FY 13-14, there was an unsuccessful recruitment for the position of AOD Clinician Supervisor due in part due to the licensure requirement in the job description. After researching SAMHSA's requirements for clinical supervision and reviewing comparable job descriptions in Modoc and Trinity counties, the AOD director worked with the Human Resources director to amend the job descriptions. Concurrently, the job descriptions for Substance Use Disorders Specialists I and II were amended to reflect the separation of AOD from the Public Health Agency. The Board of Supervisors is asked to adopt the **RESOLUTION** for the updated job descriptions, reviewed and approved by the Union.

Part 2 of the Agenda Item is requesting approval to fill the 1.0 FTE position for AOD Clinician Supervisor. This position is included in the department's Position Allocation in the FY14-15 Approved Budget. Job requirements include graduation with a Master's Degree and a Master's Level Registered Addiction Specialist credential. This position will supervise SUDs I and II, will be responsible for Quality Improvement/Assurance, oversee client charting and audit requirements, carry a partial case load, represent AOD in Re-entry Court, and additional requirements in preparation for Drug Medi-Cal provider certification.

RESOLUTION NO. _____

RESOLUTION TO AMEND THE JOB DESCRIPTION OF ALCOHOL AND DRUG SUBSTANCE USE DISORDER SPECIALIST I & II, AND ALCOHOL AND DRUG PROGRAM CLINICIAN/SUPERVISOR.

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, Ms. Louise Steenkamp Director of Alcohol and Drug and the Human Resources Director Gayla Trumbo have reviewed the job descriptions of the Alcohol and Drug Substance Use Disorder Specialist I & II and the Alcohol and Drug Program Clinician/Supervisor; and

WHEREAS, it has been determined that it is necessary at this time to amend these three job descriptions to reflect that the Alcohol and Drug Department as a separate entity and not under the Public Health Agency; and

WHEREAS, the Alcohol and Drug Program Clinician/Supervisor's job description is also being amended to reflect under the Special Requirements that an additional way to qualify is to possess a valid California Alcohol and Drug Certification – Master's Level Registration Addition Specialist; and

WHEREAS, the County has completed the meet and confer process with Operating Engineers Representative, Mr. Gregory Ramirez on the amendments to these job descriptions. The Union has no issue with the County moving forward on these amendments.

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

The job descriptions of the Alcohol & Drug Substance Use Disorder Specialist I & II, and Alcohol and Drug Program Clinician/Supervisor are hereby amended as presented to the Board of Supervisors on this date.

The foregoing Resolution is 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 4th day of November 2014, by the following vote:

AYES:	Supervisors
NOES:	Supervisors
ABSENT:	Supervisors

Chairperson, Board of Supervisors

Clerk of the Board

ALCOHOL AND DRUG PROGRAM CLINICIAN/SUPERVISOR

DEFINITION

Under general direction, to plan, organize, and supervise the functions, services, and programs of the Plumas County Alcohol and Drug Program related to substance use disorder treatment; to be responsible for the development and evaluation of programs and services; to provide individual and group counseling services; to supervise treatment team staff; to represent Alcohol and Drug Programs with community organizations and other government agencies; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is a single position classification. Incumbents possess a valid California license as a Licensed Clinical Social Worker, Marriage and Family Therapist, or Psychologist; or a valid California Alcohol and Drug Certification – Master's Level Addiction Specialist. Incumbents exercise independent clinical judgment within the scope of program responsibilities and licensure, and may provide training and guidance to less experienced employees and/or provide clinical supervision for hours towards certification or licensure. This position has responsibility for the supervision and coordination of substance use disorder treatment services provided by ~~Alcohol and Drug programs of the Plumas County Public Health Agency~~ Plumas County Alcohol and Drug. The incumbent works closely with the Plumas County ~~Public Health Agency Director~~ Alcohol and Drug Administrator in the development and administration of Alcohol and Drug programs. Responsibilities also include providing direct counseling services and supervision of treatment staff.

REPORTS TO

~~Public Health Director or Public Health Assistant Director~~
Alcohol and Drug Administrator or designee.

CLASSIFICATIONS DIRECTLY SUPERVISED

Substance Use Disorder Specialist I and II, Community Care Case Manager, and other contracted program staff.

ALCOHOL AND DRUG PROGRAM CLINICIAN/SUPERVISOR – 2

EXAMPLES OF DUTIES

- Develops, administers, and evaluates the County Alcohol and Drug Programs in consultation with the ~~Director of Public Health and/or Assistant Director of Public Health~~ *Alcohol and Drug Administrator*.
- Assists with recruitment, staffing, and selection of personnel.
- Supervises, trains, and schedules staff.
- Assists with establishing clinical treatment procedures and processes.
- Provides leadership, clinical supervision, and consultation to staff in the resolution of difficult questions concerning clinical problems and client services.
- Assists with the development of the County's plan for Alcohol and Drug/Prevention and Treatment.
- Works with State Department of Alcohol and Drug Programs.
- Conducts program evaluations.
- Serves as a member of the Plumas County Crisis Intervention Team to assess individuals for involuntary hospitalization.
- Develops policies and procedures.
- Provides supportive services and consultations to private alcohol and drug abuse facilities.
- Develops the budget and monitors financial reports.
- Provides training and education for community organizations.
- Acts as liaison with community groups, and State and local agencies concerned with alcohol and drug problems.
- Analyzes and makes recommendations regarding the effectiveness of services.
- Participates in policy development and implementation.
- Develops grant proposals for development of alcohol and drug services.
- Manages grant compliance.
- Conducts community presentations on alcohol and drug issues.
- Provides services to clients in recovery or in crisis as needed.
- May provide prevention services as needed.
- Works as part of the treatment team for persons ordered into treatment by the Courts.
- Provides records and reports to the County Probation Department and other authorized agencies.
- Refers individuals for residential substance abuse treatment.
- Coordinates continuity of services for clients needing in-patient treatment services

ALCOHOL AND DRUG PROGRAM CLINICIAN/SUPERVISOR – 3

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office environment; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Substance use disorder treatment related to addiction, recovery, rehabilitation, after care and prevention programs.
- The psychological and physiological effects of substance use and abuse
- Modern methods of assessing, treating, and counseling persons with substance use disorders
- Federal, State and local laws, regulations, policies and standards pertaining to alcohol and drug programs.
- Community organization principles and practices.
- Causes and treatment of substance use disorders.
- Crisis intervention principles and techniques.
- Methods and techniques of individual, group and family counseling.
- Methods of program monitoring and evaluation.
- Budget development and control.
- Principles of supervision, training, and employee evaluation.

Ability to:

- Plan, organize, develop, and implement a continuum of substance use disorder prevention, treatment, and after care programs and services.
- Assign, schedule, supervise, and evaluate staff.
- Develop a budget and control expenditures.
- Develop and implement alcohol and drug education programs for staff and community groups.
- Provide individual and group counseling sessions.
- Interpret, apply, and explain Federal, State and local laws, regulations, policies and procedures regarding substance use disorders.

ALCOHOL AND DRUG PROGRAM CLINICIAN/SUPERVISOR – 4

Ability to - continued:

- Effectively represent Plumas County ~~Public Health Agency's~~ Alcohol and Drug Programs in contacts with the public, community organizations, and other government agencies.
- Establish and maintain cooperative working relationships.

Training and Experience:

- Five (5) years experience in alcohol, drug, medical, mental health, or public health program, which must have included at least two (2) years of responsibility for program planning, administration and supervision of services.
- Graduation from a recognized college or university with a Master's degree in Psychology, Counseling, Psychiatric Nursing, or Social Work, including sufficient courses for obtaining the requisite license.
- Additional education in Health Administration, Business Administration, or Public Administration is desirable.

Special Requirements:

- Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California License must be maintained throughout employment.
- Must possess valid California license as a Licensed Clinical Social Worker; Licensed Marriage and Family Therapist; Licensed Marriage, Family and Child Counselor; or Licensed Clinical Psychologist by the California State Board of Behavioral Science Examiners. Or, possess a valid California Alcohol and Drug Certification – Master's Level Registration Addiction Specialist.
- All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

SUBSTANCE USE DISORDER SPECIALIST I

DEFINITION

Under the general supervision, provides drug and alcohol counseling, case management services, and support to groups and individuals. Develops and implements education and prevention programming.

DISTINGUISHING CHARACTERISTICS

This position is an entry level position in the Substance Use Disorder Specialist class series. It differs from the Substance Use Disorder Specialist II in the level of training and experience that is required.

REPORTS TO

~~This position may report to Public Health Director, Assistant Director of Public Health, Public Health Program Chief, or other assigned supervisory or management personnel.~~
Alcohol and Drug Administrator, Alcohol and Drug Program Clinician/Supervisor or designee.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

SUBSTANCE USE DISORDER SPECIALIST I - 2

EXAMPLES OF DUTIES

- Conducts initial screenings of potential clients; gathers and assesses relevant background information; manages client waiting lists. Evaluates the severity of client problems and determines the appropriate level of care; formulates treatment and discharge plans.
- Participates in treatment team, staff, and professional meetings to discuss client treatment and progress.
- Provides drug and alcohol counseling and crisis intervention services to individuals, families, and groups; manages the more difficult cases as assigned, including dual and multi-diagnosed disorders (i.e. mental illness, HIV, or other acute/chronic medical conditions).
- Makes home visits as appropriate.
- Conducts group sessions dealing with drug/alcohol education and communication, parenting, life skills, relapse prevention, coping and relaxation skills.
- Conducts admission procedures for detoxification and residential programs.
- Provides information and referrals for appropriate services provided through other Health and Human Service Agency departments and other community agencies as needed.
- Provides pre-sentence evaluations and treatment recommendations for criminal justice agencies.
- Provides and participates in alternative activities and recreational programs for clients.
- Observes and records client behavior; maintains complete case files, ensuring the accurate completion of various required documents, records, and reports within established deadlines.
- Reports documented or suspected abuse and neglect as mandated by law.
- Provides follow-up and after-care services.
- Develops and implements education and prevention programming. Attends and participates as requested in meetings of community groups dealing with drug/alcohol related problems;
- Distributes information and gives formal and informal presentations and training sessions to schools, various agencies, and community groups.
- Establishes client financial liability for services.
- Provides transportation services for clients and their families to and from treatment and to conduct case management services.
- Attends training sessions, workshops, and meetings to enhance job knowledge and skills.
- Performs various office/administrative duties as necessary, including preparing and typing reports and correspondence, compiling statistical data for reports, procuring supplies and materials, attending meetings, and answering the telephone.
- Provides case management services to clients, families and significant others.
- Participates in multidisciplinary team meetings with valid written consent from clients to review client caseload, treatment outcomes and recommendations.
- May provide leadership to ancillary staff.
- Collects and processes laboratory specimens in accordance with approved policy.
- Will meet department standards for productivity and related documentation requirements for third party reimbursement.

SUBSTANCE USE DISORDER SPECIALIST I - 3

EXAMPLES OF DUTIES - continued

- Compliance with all provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Compliance with all relevant laws and regulations regarding confidentiality, including CFR 42.
- Performs related work as required.
- Exhibits counselor competency

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office setting, off-site, or client home; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Policies, rules, laws and regulations of the Plumas County ~~Public Health Agency~~ Alcohol and Drug Department, and Federal, State and local governments regarding alcohol/drug abuse and treatment.
- Theories and causes of drug and alcohol dependence.
- Techniques and methods used in drug/alcohol abuse counseling, treatment, education and prevention.
- Theories of normal and abnormal psychology.
- Casework and interviewing techniques.
- Available community resources.
- Modern office practices, methods and computer equipment.
- Record keeping principles and procedures.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for dealing effectively with and providing a high level of customer service to all individuals contacted in the course of work.
- Culturally and linguistically appropriate services and how they influence agency practices.
- Leadership concepts and principles.
- Maintain ethical standards.

SUBSTANCE USE DISORDER SPECIALIST I - 4

Ability to:

- Analyze drug/alcohol abuse related emotional/behavior disorders and carry out effective treatment plans;
- Perform individual and group counseling;
- Evaluate the effectiveness of drug/alcohol abuse programs;
- Develop and implement effective drug/alcohol education and prevention programs;
- Use independent judgment and discretion in implementing various programs;
- Maintain significant flexibility in daily operations and decision making;
- Read and interpret complex materials pertaining to the responsibilities of the job;
- Speak effectively in public;
- Assemble and analyze information and prepare written reports and records in a clear, concise manner;
- Work independently and as a team member;
- Use English effectively to communicate in person, over the telephone and in writing;
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines;
- Operate modern office equipment including computer equipment and specialized software applications programs;
- React calmly and professionally in emergency, emotional and/or stressful situations;
- Establish and maintain effective working relationships with those contacted in the course of the work;
- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.

Training and Experience:

Requires registration to obtain a State of California certification as a Drug/Alcohol Counselor within six months of date of hire. Requires possession of a valid State of California certification as a Drug/Alcohol Counselor within five years of date of registration. Failure to obtain certification as outlined will result in the incumbent becoming disqualified for further employment as a Drug/Alcohol Counselor I.

Equivalent to completion of a drug and alcohol addiction studies program as part of two (2) years of formal education beyond high school in psychology, sociology, or related field.

Five (5) years of clinical experience is preferred.

Special Requirements:

Possession of an appropriate valid California Driver's License.

Must complete periodic continuing education coursework as required to maintain active certification.

Must possess, or be willing to obtain, national provider identifier (NPI).

SUBSTANCE USE DISORDER SPECIALIST I – 5

Special Requirements – continued:

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

SUBSTANCE USE DISORDER SPECIALIST II

DEFINITION

Under the general supervision, provides drug and alcohol counseling, case management services, and support to groups and individuals. Develops and implements education and prevention programming.

DISTINGUISHING CHARACTERISTICS

This position is a journey level in the Substance Use Disorder Specialist class series. It differs from the Substance Use Disorder Specialist I in that the incumbents must possess a valid California Drug/Alcohol Counselor Certification.

REPORTS TO

~~This position may report to Public Health Director, Assistant Director of Public Health, Public Health Program Chief, or other assigned supervisory or management personnel.~~

Alcohol and Drug Administrator, Alcohol and Drug Program Clinician/Supervisor or designee.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

SUBSTANCE USE DISORDER SPECIALIST II - 2

EXAMPLES OF DUTIES

- Conducts initial screenings of potential clients; gathers and assesses relevant background information; manages client waiting lists. Evaluates the severity of client problems and determines the appropriate level of care; formulates treatment and discharge plans.
- Participates in treatment team, staff, and professional meetings to discuss client treatment and progress.
- Provides drug and alcohol counseling and crisis intervention services to individuals, families, and groups; manages the more difficult cases as assigned, including dual and multi-diagnosed disorders (i.e. mental illness, HIV, or other acute/chronic medical conditions).
- Makes home visits as appropriate.
- Conducts group sessions dealing with drug/alcohol education and communication, parenting, life skills, relapse prevention, coping and relaxation skills.
- Conducts admission procedures for detoxification and residential programs.
- Provides information and referrals for appropriate services provided through other Health and Human Service Agency departments and other community agencies as needed.
- Provides pre-sentence evaluations and treatment recommendations for criminal justice agencies.
- Provides and participates in alternative activities and recreational programs for clients.
- Observes and records client behavior; maintains complete case files, ensuring the accurate completion of various required documents, records, and reports within established deadlines.
- Reports documented or suspected abuse and neglect as mandated by law.
- Provides follow-up and after-care services.
- Develops and implements education and prevention programming. Attends and participates as requested in meetings of community groups dealing with drug/alcohol related problems;
- Distributes information and gives formal and informal presentations and training sessions to schools, various agencies, and community groups.
- Establishes client financial liability for services.
- Provides transportation services for clients and their families to and from treatment and to conduct case management services.
- Attends training sessions, workshops, and meetings to enhance job knowledge and skills.
- Performs various office/administrative duties as necessary, including preparing and typing reports and correspondence, compiling statistical data for reports, procuring supplies and materials, attending meetings, and answering the telephone.
- Provides case management services to clients, families and significant others.
- Participates in multidisciplinary team meetings with valid written consent from clients to review client caseload, treatment outcomes and recommendations.
- May provide leadership to ancillary staff.
- Collects and processes laboratory specimens in accordance with approved policy.

SUBSTANCE USE DISORDER SPECIALIST II – 3

EXAMPLES OF DUTIES - continue

- Will meet department standards for productivity and related documentation requirements for third party reimbursement.

EXAMPLES OF DUTIES CONTINUE

- Compliance with all provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- Compliance with all relevant laws and regulations regarding confidentiality, including CFR 42.
- Performs related work as required.
- Exhibits counselor competency

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office setting, off-site, or client home; continuous contact with staff and the public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Policies, rules, laws and regulations of the Plumas County ~~Public Health Agency and~~ Alcohol and Drug Department, Federal, State and local governments regarding alcohol/drug abuse and treatment.
- Theories and causes of drug and alcohol dependence.
- Techniques and methods used in drug/alcohol abuse counseling, treatment, education and prevention.
- Theories of normal and abnormal psychology.
- Casework and interviewing techniques.
- Available community resources.
- Modern office practices, methods and computer equipment.
- Record keeping principles and procedures.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.

SUBSTANCE USE DISORDER SPECIALIST II – 4

Knowledge of continued:

- Techniques for dealing effectively with and providing a high level of customer service to all individuals contacted in the course of work.
- Culturally and linguistically appropriate services and how they influence agency practices.
- Leadership concepts and principles.
- Maintain ethical standards.

Ability to:

- Analyze drug/alcohol abuse related emotional/behavior disorders and carry out effective treatment plans.
- Perform individual and group counseling.
- Evaluate the effectiveness of drug/alcohol abuse programs.
- Develop and implement effective drug/alcohol education and prevention programs.
- Use independent judgment and discretion in implementing various programs.
- Maintain significant flexibility in daily operations and decision making.
- Read and interpret complex materials pertaining to the responsibilities of the job.
- Speak effectively in public.
- Assemble and analyze information and prepare written reports and records in a clear, concise manner.
- Work independently and as a team member.
- Use English effectively to communicate in person, over the telephone and in writing.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- React calmly and professionally in emergency, emotional and/or stressful situations.
- Establish and maintain effective working relationships with those contacted in the course of the work.
- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.

Training and Experience:

Requires possession of a valid California Drug/Alcohol Counselor Certification.

Equivalent to completion of a drug and alcohol addiction studies program as part of four (4) years of formal education beyond high school in psychology, sociology, or related field.

Five (5) years of clinical experience is preferred.

Other combinations of education and experience may be considered.

SUBSTANCE USE DISORDER SPECIALIST II – 5

Special Requirements:

Possession of an appropriate valid California Driver's License issued by the California Department of Motor Vehicles.

Must complete periodic continuing education coursework as required to maintain active certification.

Must possess, or be willing to obtain, national provider identifier (NPI).

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

☐ Administration & Health Education
Suite 206
Quincy, CA 95971
(530) 283-6337
(530) 283-6322 Fax

☐ Child & Nursing Services
Suite 111
Quincy, CA 95971
(530) 283-6330
(530) 283-6140 Fax

☐ Senior Nutrition & Transportation
Suite 206
Quincy, CA 95971
(530) 283-3546
(530) 283-6425 Fax

☐ Environmental Health
Quincy Office
Suite 127
Quincy, CA 95971
(530) 283-6355
(530) 283-6241 Fax

☐ Environmental Health - Chester
222 First Avenue
Post Office Box 1194
Chester, CA 96020
(530) 258-2536
(530) 258-2844

Date: October 22, 2014
To: Honorable Board of Supervisors
From: Mimi Hall
Agenda: Item for November 4, 2014

Recommendation: Approve recruitment and hiring of funded, allocated 1.0 FTE Public Health Program Division Chief position.

Background Information: Plumas County Public Health Agency currently has a vacant Public Health Program Division Chief vacancy. This position is fully funded and approved in the department's FTE allocations.

This position serves as Project Director for a number state and federally funded, regional HIV programs, including Prevention and Early Intervention and Specialty Medical Care. The incumbent also oversees various staff and programs of the Health Education Division. It is essential that this position be filled not just to meet state mandates and related health contractual agreements, but to continue uninterrupted service to our clients and specialty medical care providers.

The Public Health Program Chief plays an important role in assisting the Director of Public Health to plan, organize, and supervise the functions, services, and programs of the Health Education Division; is for the development and evaluation of health education and outreach programs and services; provides Administrative leadership; and represents Plumas County Public Health with state, local and community organizations and other government agencies.

A copy of the Agency's organizational charts and Critical Staffing Questionnaire is attached for your review.

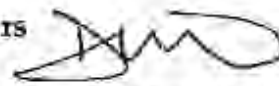
Please contact me should you have any questions.



OFFICE OF THE DISTRICT ATTORNEY

David Hollister, District Attorney
520 Main Street, Room 404 • Quincy, California 95971
(530) 283-6303 • Fax (530) 283-6340

26

Date: November 4, 2014
To: Plumas County Board of Supervisors
From: David Hollister, District Attorney 
Subject: Supplemental Budget for the Alternative Sentencing Program

Recommendation:

- A. The District Attorney requests the approval of a Supplemental Budget for the Alternative Sentencing Program with funding of a grant from Plumas Superior Court of \$20,846.00
- B. Request is also made for approval of the MOU with Plumas Superior Court for this Grant. The MOU has been approved as to form by County Counsel.

Background and Discussion

The Plumas Superior Court has received a grant from the California Administrative Office of the Courts for \$20,846.00 and the Court has opted to award the entirety of this funding to the Alternative Sentencing Program for educational and recovery materials for clients of the Plumas County Adult Substance Abuse Treatment Court.

The Alternative Sentencing Coordinator has implemented a number of programs for clients of the Adult Substance Abuse Treatment Court which serves criminal defendants with addiction issues.

The grant funding is allocated for workbooks, recovery materials, videos and other media for use by counseling and case management staff in working with defendants sentenced to programs designed to reduce recidivism and promote recovery from addiction. Also funded with this grant are incentive items for small milestones or phase advancement at the Day Reporting Center where clients are mandated to check-in at a minimum of once weekly for services of the Alternative Sentencing Program.

TRANSFER NUMBER
(Auditor's Use Only)

Date: 10/16/14

Board
Board
Board
Auditor
Auditor

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

Dony Sawchuk
Director

Board Meeting: November 4, 2014

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Approve supplemental budget for unanticipated grant revenue awarded to Plumas County Facility Services in the amount of \$260,000 for OHV trail projects on Mt. Hough.

Background

Facility Services & Airports have been awarded grant funding for the following OHV related projects located in Plumas County:

- Trail Development, Mount Hough (\$299,702.00)
- Trail Maintenance & Ground Operations, Mount Hough (158,695.00)

The Grant Funds are paid to County as a reimbursement upon invoicing State OHV. State OHV will take up to 30 -45 days to process County invoices. Invoices are based on work performed and completed. County is invoiced by its approved contractors performing the trail work and are obligated to pay these invoices on a timely basis.

Recommendation

Approve supplemental budget for unanticipated grant revenue awarded to Plumas County Facility Services in the amount of \$260,000 for OHV trail projects on Mt. Hough.



JHA

DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

Dony Sawchuk
Director

Board Meeting: November 4, 2014

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: **Approve budget transfer of \$100 from Airport Maintenance of Buildings and Grounds (521300) to Overtime Pay (51060).**

Background

Chester Airport needs to cover unanticipated overtime pay for an extra help employee due to extended hours of water bomber aircraft refueling.

Recommendation

Approve budget transfer of \$100 from Maintenance of Buildings and Grounds to Overtime Pay.



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

243

Dony Sawchuk
Director

Board Meeting: November 4, 2014

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Approve Airports budget transfer of \$9,500 from Regular Wages (51000) to Other Wages (51020).

Background

This transfer is to cover Chester Airport Manger Employment Contract wages and will be good through the end of the 14/15 fiscal year.

Recommendation

Approve Airports budget transfer of \$9,500 from Regular Wages to Other Wages.



Plumas County Office of Emergency Services

270 County Hospital Road #127
Quincy, California 95971

Phone: (530) 283-6332
Fax: (530) 283-6241

4A

Date: October 20, 2014
To: Honorable Board of Supervisors
From: Jerry Sipe
RE: Consent Agenda Item for November 4, 2014

Recommendation: Approve Continuation of Local Emergency Due to Drought

Background and Discussion: As the Board is aware, Section 8630 of the California Emergency Services Act states that the governing body must review the need for continuing the local emergency every month for the proclamation to remain in effect. For the drought declared on August 19, 2014, this was last done on October 21. Little has changed since then, and curtailment for junior water rights holders (including isolated groundwater springs) remains in place, countywide fire restrictions are still in effect, and the risk of catastrophic wildfire continues.

Since the Board will not meet again until December, at this time the Board is asked to approve continuation of the local emergency due to drought.

If you have any questions, please do not hesitate to contact me at 283-6367.

Thank you.



GREGORY J. HAGWOOD
SHERIFF-RECORDS

Office of the Sheriff

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

4B

Memorandum

DATE: October 16, 2014
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood *GH*
RE: Agenda Items for the meeting of November 4, 2014

It is recommended that the Board:

Approve and sign contract #PCSO00035 between the Plumas County Sheriff's Office (PCSO) and Kaseboller All Terrain Vehicles, Inc. in the amount of \$20,000.

Background and Discussion:

The term of this contract is 11/01/14 - 11/01/15. The purpose of this agreement with Kaseboller All Terrain Vehicles is to provide service to the Sheriff's snowcat.

Agreement has been approved as to form by County Counsel.

Services Agreement

This Agreement is made this 1st day of November, 2014, by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Sheriff's Office (hereinafter referred to as "County"), and Kassbohrer All Terrain Vehicles, Inc. a Maine corporation (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto (the "Work").
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Twenty Thousand Dollars and No/100 (\$20,000.00).
3. Term. The term of this agreement shall be from November 1, 2014 through November 1, 2015, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. 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.
6. Labor and Materials. Unless other provided in this Agreement, Contractor shall provide and pay for all labor, materials, equipment, tools, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work. Contractor shall enforce strict discipline and good order among Contractor's employees and other persons performing the Work. Contractor shall not employ unfit persons to perform the Work or assign persons to perform tasks related to the Work that these persons are not properly skilled to perform.

7. Warranty and Legal Compliance. The services provided under this Agreement shall be completed promptly and competently. Contractor warrants to the County that: (1) materials and equipment furnished under this Agreement will be new and of good quality unless otherwise required or permitted under this Agreement; (2) the Work will be free from defects not inherent in the quality required or permitted; and (3) the Work will conform to the requirements of this Agreement. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
8. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.
9. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively "County Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics; liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney's fees and court costs (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
10. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum

property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.

- c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the "County") as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and
 - ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
 - iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
 - iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
 - v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
 - vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.
- d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require

complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

11. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.
12. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
13. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
14. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
15. Choice of Law. The laws of the State of California shall govern this agreement.
16. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
17. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
18. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
19. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.

20. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
21. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.
22. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Sheriff's Department
County of Plumas
1400 E. Main Street
Quincy, CA 95971
Attention: Roni Towery

Contractor:

Kassbohrer All Terrain Vehicles, Inc.
8850 Double Diamond Parkway
Reno, NV 89521
Attention: Brian Pomerleau, Chief Financial Officer

23. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.
24. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.
25. Non-exclusive Agreement. Contractor acknowledges that County may enter into agreements with other contractors for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to the services contemplated by this Agreement.
26. Retention of Records. Pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall

retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

IN WITNESS WHEREOF, this Agreement has been executed as of the date first set forth above.

CONTRACTOR:

Kassbohrer All Terrain Vehicles, Inc.,
a Maine corporation

By: _____
Name: Brian Pomerleau
Title: Chief Financial Officer
Date:

By: _____
Name: John Gilbert
Title: Chief Executive Officer
Date:

COUNTY:

County of Plumas, a political subdivision of
the State of California

By: _____
Name: Greg Hagwood
Title: Sheriff
Date:

By: _____
Name: Jon Kennedy
Title: Chair, Plumas County Board of Supervisors
Date:

Approved as to form:

Plumas County Counsel

By: Stephen L. Mansell 10/14/14
Stephen L. Mansell
Deputy County Counsel

EXHIBIT A

Scope of Work

1. Provide general equipment repair on an as-needed basis upon request of the County. This includes, but is not limited to, the following:
 - a. Lube, oil and filter changes (LOF).
 - b. Vehicle inspection.
 - c. Engine repair and replacement.
 - d. Drivetrain repair and replacement.
 - e. Diagnostics, including driveability and mechanical repairs.
 - f. Electrical/wiring repairs.
2. All Work shall be provided in accordance with industry standards for high-quality services and repairs. Prior to any service or repair work being performed, a repair order shall be submitted for approval and signed by the appropriate authority. All costs which may exceed the estimated amounts shall be submitted for approval prior to continuing work.

EXHIBIT B

Fee Schedule

1. Labor shall be charged at \$95.00 per hour.
2. Parts as quoted.
3. County shall be provided with a written estimate prior to any repairs. County shall not be responsible for the cost of any repairs County did not authorize in advance of the repairs being made. Contractor may not bill County more than the amount listed on the written estimate authorized by the County. If at any time Contractor believes that repairs will cost more than the County-authorized written estimate, Contractor shall provide a revised written estimate to County and obtain County's authorization prior to continuing repairs.
4. Contractor shall be paid monthly in accordance with the terms of this Exhibit. Contractor shall invoice County monthly based on the total of all services performed by Contractor under this Agreement which have been completed to County's sole satisfaction.



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

401

Dony Sawchuk
Director

Board Date: November 4, 2014

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Approve Contract Addendum #1 for Tim Ringo, DBA Bob's Janitorial Service for the Quincy Courthouse Custodial Service Contract.

Background

Bob's Janitorial Service is responsible for the Custodial Maintenance of the following facilities in this contract:

1. Quincy Courthouse

Recommendation

Approve Contract Addendum #1 for Tim Ringo, DBA Bob's Janitorial Service for the Quincy Courthouse Custodial Service Contract.

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



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

Dony Sawchuk
Director

Board Date: November 4, 2014

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: **Approve Trail Agreements with Sierra Butte Trail Stewardship for the following projects: 1) Ground Operations & Maintenance; 2) Trail Development**

Background

Facility Services & Airports has submitted applications for grant funding for the following OHV related projects located in Plumas County:

- Trail Development, Mount Hough
- Trail Maintenance & Ground Operations, Mount Hough

Facility Services Department and Sierra Butte Trails Stewardship have entered into an agreement for the construction and maintenance of these trails.

As per Resolution 14-7970, Plumas County Board of Supervisors appoints the Director of Facility Services & Airports as an agent to conduct all negotiations, execute and submit all documentation including, but not limited to applications, agreements amendment, payment requests and so on, which may be necessary for completion of the Project, subject to the terms and conditions of the Plumas County Purchasing Policy and other applicable County policies and procedures.

A copy of Resolution 14-7970 is attached herewith.

Recommendation

Approve Trail Agreements with Sierra Butte Trail Stewardship for the following projects: 1) Ground Operations & Maintenance; 2) Trail Development

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

RESOLUTION NO. 14-7970

(APPROVING THE APPLICANT TO APPLY FOR GRANT FUNDS FOR THE STATE OF CALIFORNIA,
DEPARTMENT OF PARKS AND RECREATION, OFF-HIGHWAY VEHICLE GRANT FUNDS)

WHEREAS, The people of the State of California have enacted the Off-Highway Motor Vehicle Recreation Act of 2003, which provides funds to the State of California and its political subdivisions for Operation and Maintenance, Restoration, Law Enforcement, and Education and Safety for off-highway vehicle recreation; and

WHEREAS, the Off-Highway Motor Vehicle Recreation Division with the California Department of Parks and Recreation has been delegated the responsibility to administer the program; and

WHEREAS, procedures established by the California Department of Parks and Recreation require the Applicant's Governing Body to certify by resolution the approval of the Application to apply for Off-Highway Motor Vehicle Grant funds; and

WHEREAS, this Project appears on, or is in conformance with this jurisdiction's adopted general or master plan and is compatible with the land use plans of those jurisdictions immediately surrounding the Project

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Plumas, State of California, Hereby:

1. Approves the filing of an Application(s) for an Off-Highway Vehicle Grant or Cooperative Agreement; and
2. Certifies that this agency understands its legal obligations to the State upon approval of the Grant; and
3. Certifies that this agency understands the California Public Resources Code requirement that Acquisition and Development Projects be maintained to specific conservation standards; and
4. Certifies that the Project will be well-maintained during its useful life; and
5. Certifies that this agency will implement the Project with diligence once funds are available and the Applicant has reviewed, understands, and agrees with the Project Agreement; and
6. Certifies that this agency will provide the required matching funds; and
7. Certifies that the public and adjacent property owners have been notified of this Project (as applicable); and
8. Appoints Dony Sawchuk, Director of Facility Services & Airports, as agent to conduct all negotiations, execute and submit all documents including, but not limited to Applications, agreements, amendments, payment requests and so on, which may be necessary for completion of the Project, subject to the terms and conditions of the Plumas County Purchasing Policy and other applicable County policies and procedures.

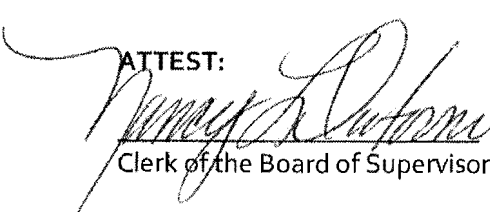
The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 13 of May, 2014, by the following vote:

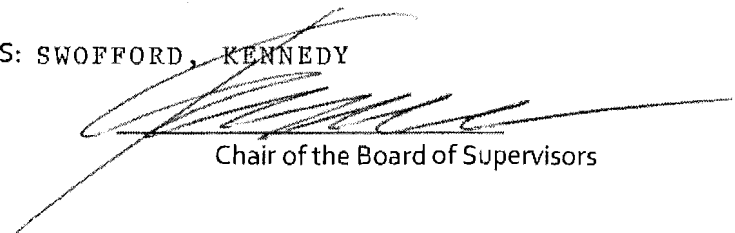
AYES: SUPERVISORS: THRALL, SIMPSON, GOSS

NOES: SUPERVISORS: NONE

ABSTAIN/ABSENT: SUPERVISORS: SWOFFORD, KENNEDY

ATTEST:


Clerk of the Board of Supervisors


Chair of the Board of Supervisors



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

4D3

Dony Sawchuk
Director

Board Meeting: November 4, 2014

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject:

1. Approve Supplemental Agreement No. 5 between County and Reinard Brandley for Airport Engineering – Rogers Field Apron Reconstruction and;
2. Approve Supplemental Agreement No. 6 between County and Reinard Brandley for Airport Engineering – Gansner Field, Update Airfield Lighting and Reconstruction of Runway & Taxiways Design Engineering

Background

Plumas County Airports has received FAA Grant Funding for the following projects:

1. Reconstruction of the Tiedown Apron, Rogers Field (\$1,707,957.00)
2. Update Airfield Lighting & Reconstruct Runway 7-25 & Taxiways Design Engineering, Gansner Field (\$187,200)

Recommendation

Approve Supplemental Agreement No. 5 between County and Reinard Brandley for Airport Engineering – Rogers Field Apron Reconstruction and;

Approve Supplemental Agreement No. 6 between County and Reinard Brandley for Airport Engineering – Gansner Field, Update Airfield Lighting and Reconstruction of Runway & Taxiways Design Engineering

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



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

403

Dony Sawchuk
Director

Board Meeting: November 4, 2014
To: The Honorable Board of Supervisors
From: Dony Sawchuk, Director
Subject: Approve Construction Agreement between County and Knife River
Construction – Rogers Field Apron Reconstruction

Background

Plumas County Airports has recently received FAA Grant Funding in the amount of \$1,707,957.00 for the following project:

1. Reconstruction of the Tiedown Apron, Rogers Field

Bids were opened on Thursday, May 8, 2014 for the subject project at Rogers Field. Five bids were received. A copy of the Abstract of Bids are attached.

Baldwin Contracting dba Knife River Construction was the low bidder. Plumas County is desirous of awarding the total contract to Knife River Construction for the amount of \$1,467,730.

Recommendation

Approve Construction Agreement between County and Knife River Construction – Rogers Field Apron Reconstruction

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

**ROGERS FIELD
CHESTER, PLUMAS COUNTY, CALIFORNIA**

RECONSTRUCTION OF TIE DOWN APRON

AIP NO. 3-06-0040-17

**BID OPENING:
MAY 8, 2014 @ 3:00 P.M.**

SUMMARY OF BIDS

<i>Engineer's Estimate</i>		\$ 1,715,265.00
1.	<u>Baldwin Contracting DBA Knife River Construction</u>	<u>\$ 1,467,730.00</u>
2.	<u>Dig-It Construction, Inc.</u>	<u>\$ 1,575,550.00</u>
3.	<u>Franklin Construction, Inc.</u>	<u>\$ 1,637,681.00</u>
4.	<u>Qualcon Contractors, Inc.</u>	<u>\$ 1,684,330.00</u>
5.	<u>Sierra Nevada Construction, Inc.</u>	<u>\$ 1,692,007.00</u>

ROGERS FIELD
CHESTER, PLUMAS COUNTY, CALIFORNIA

RECONSTRUCTION OF TIE DOWN APRON

AIP NO. 3-06-0040-17

ABSTRACT OF BIDS

BID OPENING: THURSDAY, MAY 8, 2014 @ 3:00 P.M.

Item No.	Description	Unit	Quantity	Engineer's Estimate		Baldwin DBA Knife River		Dig-it Construction		Franklin Construction		Qualcon Contractors		Sierra Nevada Construction	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	SWPPP Submitted by Qualified SWPPP Developer (QSD) (P-148)	L.S.	L.S.	L.S.	\$ 5,000	L.S.	\$ 10,000	L.S.	\$ 13,062	L.S.	\$ 21,800	L.S.	\$ 5,000	L.S.	\$ 2,500
2	Marking and Lighting of Closed Airport Facilities (P-149)	L.S.	L.S.	L.S.	10,000	L.S.	1,000	L.S.	12,678	L.S.	6,600	L.S.	10,000	L.S.	4,000
3	Mobilization (P-150)	L.S.	L.S.	L.S.	20,000	L.S.	99,000	L.S.	170,000	L.S.	135,125	L.S.	150,000	L.S.	105,467
4	Clearing and Grubbing (P-151)	Acre	2.5	\$ 3,000.00	7,500	\$ 5,500.00	13,750	\$ 4,020.00	10,050	\$ 6,000.00	15,000	\$ 2,200.00	5,500	\$ 5,000.00	12,500
5	Remove Existing PCC Island (P-151)	L.S.	L.S.	L.S.	1,000	L.S.	500	L.S.	3,443	L.S.	2,200	L.S.	1,500	L.S.	1,000
6	Unclassified Excavation (P-152)	Cu. Yd.	3,500.0	15.00	52,500	6.50	22,750	11.20	39,200	3.00	10,500	12.00	42,000	15.00	52,500
7	Full-Depth Saw Cut Existing AC Pavement (P-152)	Ln. Ft.	1,400.0	3.00	4,200	1.00	1,400	2.50	3,500	1.00	1,400	5.00	7,000	1.25	1,750
8	Pulverize Existing AC and AB (P-152)	Sq. Yd.	28,200.0	6.00	169,200	1.50	42,300	1.10	31,020	1.00	28,200	0.80	22,560	3.00	84,600
9	Excavate Pulverized AC and AB, Haul, and Stockpile (P-152)	Cu. Yd.	3,100.0	12.00	37,200	5.00	15,500	10.90	33,790	4.00	12,400	10.00	31,000	15.00	46,500
10	Excavate Pulverized AC and Base, Haul, and Place as Aggregate Subbase Course (P-152)	Cu. Yd.	5,500.0	18.00	99,000	14.00	77,000	9.85	54,175	6.00	33,000	13.00	71,500	20.00	110,000
11	Scarify and Recompact Six Inches of Existing Subgrade (P-152)	Sq. Yd.	28,200.0	2.00	56,400	1.75	49,350	1.50	42,300	1.70	47,940	1.20	33,840	3.00	84,600
12	Shoulder Grading (P-152)	Sq. Yd.	7,500.0	1.50	11,250	1.50	11,250	2.18	16,350	2.40	18,000	1.50	11,250	2.00	15,000
13	Aggregate Base Course (P-208)	Ton	10,000.0	45.00	450,000	45.00	450,000	36.00	360,000	50.25	502,500	48.50	485,000	35.00	350,000
14	Bituminous Surface Course (P-401)	Ton	5,000.0	120.00	600,000	105.00	525,000	125.00	625,000	121.00	605,000	125.00	625,000	120.00	600,000
15	Bituminous Prime Coat (P-602)	Ton	23.0	1,500.00	34,500	1,200.00	27,600	1,293.00	29,739	1,272.00	29,256	800.00	18,400	1,200.00	27,600
16	Bituminous Tack Coat (P-603)	Ton	8.0	1,500.00	12,000	1,125.00	9,000	1,537.00	12,296	1,000.00	8,000	600.00	4,800	1,200.00	9,600
17	Slurry Seal (P-609)	Sq. Yd.	12,300.0	6.00	73,800	3.00	36,900	3.60	44,280	5.35	65,805	3.50	43,050	3.20	39,360
18	Remove and Replace 2-foot Concrete Retaining Wall (P-610)	L.S.	L.S.	L.S.	10,000	L.S.	12,500	L.S.	9,200	L.S.	6,400	L.S.	10,000	L.S.	15,000
19	Airfield Marking (P-620)	Sq. Ft.	2,300.0	2.00	4,600	2.25	5,175	2.80	6,440	2.25	5,175	3.50	8,050	4.60	10,580
20	Remove and Replace Existing Gate Detector Loop (F-162)	L.S.	L.S.	L.S.	5,000	L.S.	5,000	L.S.	6,142	L.S.	9,900	L.S.	8,000	L.S.	3,000
21	Raise Existing Drop Inlet (D-751)	Each	2.0	2,000.00	4,000	2,000.00	4,000	800.00	1,600	2,750.00	5,500	3,000.00	6,000	5,000.00	10,000
22	Raise Existing Electrical Manhole (L-112)	Each	2.0	2,000.00	4,000	1,000.00	2,000	2,200.00	4,400	2,750.00	5,500	2,000.00	4,000	3,000.00	6,000
23	Raise Existing N36 Handhole (L-112)	Each	1.0	2,000.00	2,000	750.00	750	800.00	800	2,750.00	2,750	1,500.00	1,500	1,500.00	1,500
24	Remove Existing Taxiway Edge Reflector (L-125)	Each	3.0	50.00	150	20.00	60	30.00	90	140.00	420	50.00	150	500.00	1,500
25	Relocate Existing Taxiway Edge Reflector (L-125)	Each	10.0	100.00	1,000	30.00	300	50.00	500	150.00	1,500	75.00	750	250.00	2,500
26	Remove Existing Tie Downs (M-101)	Each	93.0	5.00	465	125.00	11,625	45.00	4,185	160.00	14,880	60.00	5,580	150.00	13,950
27	New Tie Down Anchors (M-101)	Each	162.0	250.00	40,500	210.00	34,020	255.00	41,310	265.00	42,930	450.00	72,900	500.00	81,000
	Total				\$ 1,715,265		\$ 1,467,730		\$ 1,575,550		\$ 1,637,681		\$ 1,684,330		\$ 1,692,007

4E

Plumas Children's Council

Plumas County's Child Abuse Prevention Council

Janine
Coordinator

P.O. Box 382
Quincy, CA 95971

(530) 283-5333
Janine@plumaschildren.org

DATE: October 27, 2014
TO: The Honorable Plumas County Board of Supervisors
FROM: Janine, Coordinator
SUBJECT: Contract for PSSF Services

RECOMMENDATION/ACTION: I am requesting that the Board approve and sign this Services Agreement with Plumas Rural Services.

BACKGROUND: The Preserving Safe and Stable Families (PSSF) funding continues to be allocated to Plumas County annually by the state of California. This funding is to be used solely for intensive services to families in these four service areas: Family Support; Family Preservation; Adoption Promotion and Support; and Time Limited Family Reunification. Plumas Rural Services currently has the capacity to provide these services to families in Plumas County.

This funding is part of a one-year extension of the Plumas County Department of Social Services three-year plan. Elliott Smart has approved the extended three-year plan and this allocation of the PSSF funding. No General Fund monies are involved in this agreement and it has been approved as to form.

Copies of this agreement are available with the Clerk of the Board.

Thank you.



OFFICE of the DISTRICT ATTORNEY
and PUBLIC ADMINISTRATOR
David Hollister, District Attorney

520 Main Street, Room 404
Quincy California 95971
(530) 283-6303 • Fax (530) 283-6340

TO: THE HONORABLE BOARD OF SUPERVISORS

FROM: DAVID HOLLISTER, DISTRICT ATTORNEY

RE: Memorandum of Understanding between the District Attorney's
Office and Plumas County Literacy Program

DATE: October 27, 2014

Recommendation:

Please approve the attached Memorandum of Understanding between the District Attorney's Office and the Plumas County Literacy Program. Approved as to form by County Counsel's Office

Background and Discussion:

The Plumas County District Attorney's Office has been awarded two grants for use by the Alternative Sentencing Program. The first grant is from the Child Abuse Prevention Council entitled 2014-15 Plumas Families in Action Mini-Grant in the amount of \$2,000. The second grant is from Plumas County Public Health 20,000 lives initiative entitled The Targeted Grant Program in the amount of \$20,000.

The Alternative Sentencing Program would like to use a portion of these grants to fund a parenting group for clients of the Plumas County Adult Substance Abuse Treatment Court, ran by the Literacy Program at the Day Reporting Center. The group is designed to increase protective factors that prevent and reduce alcohol, tobacco, and other drug use and includes a parent and teen component.



Tim W. Gibson
Agricultural Commissioner
Sealer of Weights & Measures
timgibson@countyofplumas.com

Plumas-Sierra Counties Department of Agriculture

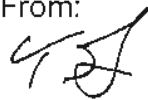
**Agriculture Commissioner
Sealer of Weights and Measures**



208 Fairgrounds Road
Quincy, CA 95971
Phone: (530) 283-6365
Fax: (530) 283-4210

Date: November 4, 2014

To: Honorable Board of Supervisors

From:  Tim Gibson, Agricultural Commissioner/
Sealer of Weights & Measures

Subject: Pest Detection Agreement #14-0182

I am recommending the Board approve and authorize Chair to sign Agreement #14-0182 between Plumas County and CDFA in the amount of \$5,000. This Agreement covers the period July 1, 2014 through June 30, 2015 and is for Pest Detection.

The Agreement states that Plumas County will provide services for placing and servicing traps for the detection of exotic insect pests which are considered hazardous to agriculture and to the economy of California. Those insect pests may include but are not limited to: Mediterranean fruit fly, Mexican fruit fly, Oriental fruit fly, melon fly, gypsy moth, Japanese beetle and other invasive exotic pests. This Agreement includes the delimitation work associated with the detection of one or more life stages of the above target pests in a county.

This Agreement has been approved to form by County Counsel.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

☐ Administration & Health Education
Suite 206
Quincy, CA 95971
(530) 283-6397
(830) 283-6125 Fax

☐ Clinic & Nursing Services
Suite 111
Quincy, CA 95971
(530) 283-6330
(530) 283-6112 Fax

☐ Senior Nutrition & Transportation
Suite 206
Quincy, CA 95971
(530) 283-3346
(530) 283-6425 Fax

☐ Environmental Health
Quincy Office:
Suite 121
Quincy, CA 95971
(530) 283-6355
(530) 283-6243 Fax

☐ Environmental Health - Chester
222 First Avenue
Post Office Box 1194
Chester, CA 96020
(530) 258-2530
(530) 258-2841

Date: October 21, 2014

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for November 4, 2014

Item Description/Recommendation: Approve and direct Chair to sign an Amendment to Agreement between Trilogy Integrated Resources for the purpose of developing the Plumas County Network of Care website.

Background Information: NACo, in partnership with Trilogy Integrated Resources, has launched a highly interactive, single information Internet network that consumers, community based organizations, and local and state governments can use to access a wide variety of important information relating to social services.

The Network of Care's individual Web sites and eLearning online training services focus on several social services areas — such as behavioral health, aging and people with disabilities, developmental disabilities, children and families, domestic violence and public health. The Web sites give critical service information, support, advocacy and state-of-the-art communication tools to consumers, caregivers and providers.

The resources available in the Network of Care include an easy-to-use service directory, comprehensive health library, a secure personal health record keeping tool for consumers and caregivers, a political advocacy tool and links to pertinent Web sites from across the nation.

Public and private agencies can use the network's comprehensive eLearning management system to develop, deliver, track and manage employee training. The system manages the training and development process of online as well as classroom courses, vastly improving efficiency and lasting outcomes.

The Network of Care was selected through a nationally solicited competitive bid process by Fairfax County, Va. Acting as the lead public agency, Fairfax County issued a national request for proposal (RFP) for a comprehensive, integrated Web-based information and referral system. Trilogy Integrated Resources' Network of Care was selected as the sole provider of these services and partners with NACo to offer the program throughout the country.

The NACo contract is available immediately. The initial award is for three years, followed by three annual renewals. Most public agencies can piggyback on a contract competitively bid by another public agency, eliminating the need to bid for the services themselves.

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



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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To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Consent Item for November 4, 2014

Item Description/Recommendation: Approve and direct Chair to sign Agreement Number PCCFC1415PCPHA and PCCFC1415PCPHADATA with Plumas County Children & Families Commission (PCCFC) for Home Visiting and Data Entry Services for FY 2013-2014, and direct the Chair to sign.

History/Background: As the Board is aware Plumas County Children and Families Commission (PCCFC) provides funding for various services for families, pregnant women, and children 0-5 years. PCPHA has been awarded funding for the Plumas County Comprehensive Children's Care Continuum (PC5), the project will coordinate with and refer to all First 5 Plumas grantees, medical providers, hospital districts, the tribal clinic, housing and community development, social services, CPS, Foster Care, Alliance for Workforce Development, department of mental health, school district, WIC, Head Start, alcohol and drug programs, and all social support organizations to create a robust, integrated system for children.

The core strength of PC5 is a centralized referral system through a dedicated point person, the PC5 Central Coordinator. The PC5 Central Coordinator will take all incoming calls and referral forms by phone, e-mail, fax or other communications media; conduct an initial triage and referral process to identify priorities; conduct a more in-depth conversation with the client as needed; refer the client to the appropriate provider and assist the client in scheduling an appointment if appropriate; and conduct referral follow-up for quality assurance, data gathering and monitoring.

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

Thank you.

C:\Documents and Settings\rosieolney\My Documents\BOS\PCCFC Home Visitation & Data 1415.doc



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

☐ Administration & Health Education
Suite 206
Quincy, CA 95971
(530) 283-6337
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(530) 283-6425 Fax

☐ Environmental Health
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(530) 283-6354
(530) 283-6241 Fax

☐ Environmental Health - Chester
222 First Avenue
Post Office Box 1194
Chester, CA 96020
(530) 258-2536
(530) 258-2844

Date: October 10, 2014
To: Honorable Board of Supervisors
From: Mimi Khin Hall
Cc: Elliott Smart, Director Social Services
Agenda: Item for November 4, 2014

Recommendation: Approve a collaborative Memorandum of Understanding among Plumas Unified School District, Plumas County Social Services and Public Health Agency for health access through Express Lane Eligibility for Medi-Cal and the Application for Determination of Eligibility for CalFresh.

Background Information: The Agencies will collaborate to share the common vision of healthy children and high quality education supported by comprehensive and integrated childhood health services and health access. All parties acknowledge this agreement as a formal implementation plan to ensure long range planning and administrative cooperation to promote children's health and health access in Plumas County.

They agree that sharing resources and knowledge, where feasible, and in particular, integrated systems and project planning, implementation, and cross sector efforts will support the mission.

It is the understanding by all parties that certain roles in serving children and youth are required by regulatory and legal authorities, and that statutes and law serve as the foundation for defining the role and responsibilities of each participating organization and individual. All parties mutually agree that all obligations stated or implied in this agreement shall be interpreted in light of, and subordinate to local, state and federal laws. All of the parties' commitments to invest resources of any kind to this collaborative are subject to available resources.

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



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: August 5, 2014

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Presentation Item for November 4, 2014

Item Description/Recommendation: Approve and direct the Chair to sign the following Agreements with the Public Health Agency: TG1415PRS with Plumas Rural Services for \$9,000.00; TG1415WMP with Women's Mountain Passages for \$19,000.00; TG1415PCA with Plumas County Arts for \$12,000.00 and TG1415DA with District Attorney for \$20,000.00.

Background Information: 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.

Copies of the agreements are on file with the Clerk of the Board for your review.

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323



4I

ROBERT A. PERREAULT Jr.
DIRECTOR

JOE BLACKWELL
DEPUTY DIRECTOR

CONSENT AGENDA REQUEST

For the November 4, 2014 meeting of the Plumas County Board of Supervisors

October 27, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, appearing to read "Robert A. Perreault Jr.", is written over the "From:" line.

Subject: Amendment No. 3 to the Solid Waste Professional Services and
Groundwater Monitoring Contract with Vestra Resources, Inc.
in the amount of \$10,000

Background:

The State of California, through their solid waste division, CalRecycle, and the Plumas County Environmental Health Department, who acts as Local Enforcement Authority (LEA) for the State in solid waste matters, recently notified Public Works that additional facility reporting would be necessary, with a relatively short turn-around time to provide such reports. The required reports are a "Five-Year Review of Solid Waste Facility Permits," an "Updated Closure Plan" and a "Non-Water Corrective Action Plan."

This work is being treated as an amendment to the existing contract for "Professional and Monitoring Support Services."

The need for this funding was made known to Public Works prior to adoption of the final budget for FY 2014-15. Therefore, funding for this work is included in the Departments 14/15 approved Solid Waste budget.

The Office of County Counsel has approved the amendment as to form.

Recommendation:

Public Works respectfully recommends that Board of Supervisors authorize the Director of Public Works and the Chair to execute the attached Amendment No. 3.

Enclosure

Plumas County Contract No. PWSW11-009
AMENDMENT TO EXISTING SERVICES AGREEMENT
WITH VESTRA RESOURCES, INC.

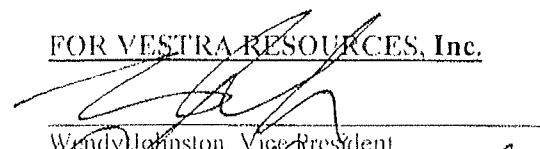
for
Professional Services Agreement for
Professional and Monitoring Support Services
For the Plumas County Solid Waste Program

COPY

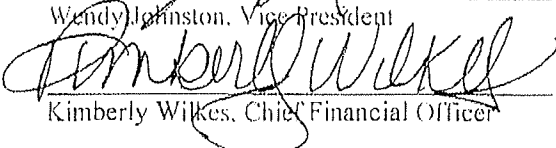
THIS AMENDMENT is made and entered into this 14th day of October, 2014, by and between the County of Plumas, a political subdivision of the State of California (hereinafter County), and Vestra Resources, Inc. (hereinafter Vestra), a California corporation. This Amendment modifies that certain Agreement entitled "*Professional Services Agreement for Professional and Monitoring Support Services for the Plumas County Solid Waste Program*", Plumas County Contract No. PWSW11-009, and all attachments and previous amendments and extensions thereto, between County and Vestra, having an Effective Date of the 1st day of September, 2011 and a termination date, as amended, of the 30th day of June, 2017 (the "Agreement"). The Agreement is hereby amended to include additional support services for the Gopher Hill Landfill, as mandated by Title 27 of the California Code of Regulations in Sections 21640(a), 21865(a) and 22100, respectively, to wit: a Five Year Review, an Updated Closure Plan and a Non-Water Corrective Action Plan for the Gopher Hill Landfill, as shown in the attached Scope of Work and Cost Estimate. These additional services shall be completed by December 31, 2014. Maximum total compensation for these services shall not exceed \$10,000.00 (Ten Thousand Dollars and no cents). Compensation for these additional services shall be paid upon submittal of invoices for services rendered, in accordance with the 2014 Vestra Rate Schedule previously agreed upon by the parties through the amendment dated as of July 1, 2014. Compensation for these additional services shall be exclusive of, and in addition to, the maximum total compensation stated in the prior amendment to the Agreement dated as of July 1, 2014. All other terms and conditions, including insurance requirements, set forth in the aforementioned Agreement and subsequent amendments and extensions thereto shall remain unchanged and shall bind both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to the aforementioned Agreement to be executed by and through their respective officers, as of the date first above written.

FOR VESTRA RESOURCES, Inc.


Wendy Johnston, Vice President

Date: 10/10/14


Kimberly Wilkes, Chief Financial Officer

Date: 10/10/14

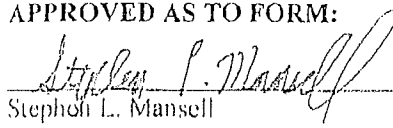
Taxpayer ID Number: 68-0150306

FOR COUNTY OF PLUMAS,

Robert A. Perreault, Jr., P.E.
Director, Department of Public Works

Date: _____

APPROVED AS TO FORM:


Stephen L. Mansell
Deputy County Counsel

Date: 10/1/14

CONCURRENCE:

Jon Kennedy, Chair

Date: _____

9/26/14

Plumas County Board of Supervisors

SCOPE OF WORK:Five-Year Review

CalRecycle adopted regulations, Title 27, California Code of Regulations, Section 21640(a), require that all full Solid Waste Facility Permits (SWFP) shall be reviewed and, if necessary, revised, from the date of last issuance at least once every five years. The Five-Year review included a review of technical documents related to the Gopher Hill Landfill and a site visit by a professional engineer to observe site conditions.

Updated Closure Plan

CalRecycle adopted regulations, Title 27, California Code of Regulations, Section 21865(a), require that closure and post-closure maintenance plans be submitted every time a review or revision of the SWFP is conducted. If there have been no changes requiring an amendment under the (c) criteria, a statement certified by a registered civil engineer or certified engineering geologist that there have been no changes may be submitted in lieu of submitting plans.

Non-Water Corrective Action Plan

CalRecycle-adopted regulations, Title 27, California Code of Regulations, Section 22100 et seq., affecting requirements for long-term post-closure maintenance, corrective actions, and financial assurances for landfills. The owners and operators of all disposal facilities that were or are required to be permitted as solid waste landfills, and have been or will be operated on or after July 1, 1991, are required to provide financial assurance for corrective actions based on the highest amount of either the water release corrective action or non-water release corrective action. The regulations allow an owner or operator to determine the value of the non-water release corrective action fund through one of three methods: the Corrective Action Plan, cost for replacement of the final cover, or the closure cost estimate for the landfill. If the landfill owner or operator selects to prepare a Corrective Action Plan, the Plan must be updated in accordance with the regulations.

The additional costs for this work are summarized in Table 1.

Table 1 CONTRACT NO. PWSW11-009 COST ESTIMATE	
Description	Estimated Cost
Five Year Review	\$2,500
Updated Closure Plan	\$2,000
Non Water Corrective Action Plan	\$5,500
Total Estimated Cost	\$10,000

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PLUMAS COUNTY LIBRARY

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Lynn Sheehy
County Librarian

DATE: October 24, 2014
TO: Honorable Board of Supervisors
FROM: Lynn Sheehy, County Librarian
RE: AGENDA ITEM FOR November 4, 2014

It is recommended that the Board:

Approve the contract between Plumas County Literacy and Linda Whitt dba Feather River Equine Therapy and Assisted Learning, not to exceed the amount of \$2,788.00. Approved as to form by County Counsel.

Background

The Feather River Equine Therapy and Assisted Learning Program (FRETAL) is an independent program managed by Linda Whitt, School Psychologist with the Plumas County Office of Education. A grant of \$2,788 was conferred to the Plumas County Literacy Program by the Lassen-Plumas-Sierra Community Action Agency. This amount went toward funding for 14 at-risk children during the 2014/2015 year to participate in FRETAL's Power Tools for Living program. This 5 week program provides children with emotional intelligence life skills training using horses in an experiential setting. FRETAL is a new component added to the Plumas County Literacy array of services operating under the Second Chance Program umbrella. The work was performed by Linda Whitt in July and August of 2014.